

DOWNTON PARISH COUNCIL



6th August 2017

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 14th August 2017 at 7.30 pm at the Band Hall, Gravel Close, Downton for the purpose of transacting the following business.

Yours sincerely

**Bev Cornish
Clerk to the Council**

The Chairman will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

7.30pm Public Question Time

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

Unitary Councillor Richard Clewer – To receive a short verbal report.

Agenda

84.17 To receive apologies from Councillors.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

85.17 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 10th July 2017.

86.17 Declarations of Interest:

- a. To receive **Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

87.17 To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from councillors, to the appropriate committee or to resolve to agree on any other action.

88.17 Planning and Tree Works Applications

17/06676/FUL 59 The Borough, Downton - Raising thatch ridge by 500mm above existing and raising chimney height by 1800mm above new ridge height.

17/06690/FUL Sunrize House, Unit C The Headlands, Salisbury Road Downton - Side extension and alterations to Unit C the Headlands.

17/06800/TCA 44 High Street, Downton - Removal of Yew Tree.

17/06726/TCA 33 Lode Hill, Downton - T1 /T2 - Field Maple - Pollard back to main trunk.

17/07480/TPO Land Adjacent to 2 Elizabeth Close, Downton - Horse Chestnut - x 2 Crown raise to 4.5 metres & reduce away from property to give 2.5m clearance.

17/07005/FUL 34 Greenacres, Downton - Garage conversion to disabled accommodation.

17/07304/FUL Units 6 and 7 Parkers Close, Downton Business Centre Downton - Proposed workshop extension with small lean to extension to house compressor equipment.

17/07524/TCA Heronswalk, 76 The Borough, Downton - T1 & T2 - two Willow trees - pollard to 5m.

89.17 To reconsider the Parish Council's position on additional dwellings and for both infill and small developments in Downton beyond the 190 dwellings allocated by the Wiltshire Core Strategy up to 2026.

90.17 To consider a recommendation from the Memorial Hall Working Group to resolve to appoint Mr Martin Pickard as the Quantity Surveyor for the Memorial Hall Extension project at the cost of £8,100. The fee is to be paid from the Memorial Hall project's project management & QS budget line and he is to work in partnership with the Parish Council's Principal Designer, Paul Stevens of Paul Stevens Architecture.

- 91.17 To consider a recommendation from the Memorial Hall Working Group to resolve to approve the requirement of two additional insurance policies with Aviva to be put in place in advance of the construction of the Memorial Hall Extension. They being:**
- a. Additional insurance for the existing Memorial Hall at the cost of £61.60; and**
 - b. Joint insurance policy with SWH Build, the contractor for the term of the construction at the cost of £ £1,451.03, which includes Insurance Premium tax (IPT).**
- Both fees to be taken from the Memorial Hall project's enabling costs budget line.**
- 92.17 To consider a recommendation from the Amenities Committee and resolve to approve the purchase of a piece of playground equipment for under 5s from Ledon entitled the 'Sankt Croix' at the cost of £10,840 to replace the roundabout in the Memorial Gardens. The costs include matting and reinstatement of the ground prior to installation and the R2 monies given by Britford Parish Council are to be used for the purchase.**
- 93.17 To consider a recommendation from the Amenities Committee that the Parish Council should work in partnership with the Royal British Legion to plant a tree for every soldier listed on the Downton War Memorial and who died in the First World War. This project will form part of the Wiltshire Council Tree Planting project to commence in 2018 to commemorate the end of the First World War.**
- 94.17 To consider a recommendation from the Amenities Committee to resolve to approve that a Working Group be formed for the Tree Planting Project and to approve the councillors who will be members of it.**
- 95.17 To resolve to approve the election of new members to the Moot Lane Recreation Ground Working group following the departure of members at the recent elections.**
- 96.17 To resolve to approve the purchase of 'No Dogs' signs for the entrances to the play areas and further 'Clean It Up' signs to be erected around the parish to prompt dog owners to clean up after their dogs at the cost of £185.22.**
- 97.17 To consider and resolve to approve a response to the Wiltshire Council Consultation on the Pre-submission draft Wiltshire Housing Site Allocations Plan and Settlement Boundary changes.**
- 98.17 To resolve to give Downton Band retrospective formal permission to use the Memorial Gardens for a picnic and concert on Sunday 6th August 2017.**
- 99.17 To resolve to approve the election of Cllr Cornell to the Amenities Committee.**

- 100.17 To resolve to approve the removal of the now demolished Parish Rooms from:**
- a. **The Parish Council's Asset Register and valued at £41,547; and**
 - b. **The Parish Council's Insurance Policy and valued by Aviva at £45,855.75.**

101.17 Committee Reports:

Amenities Committee: To receive a short written report from Cllr Brentor on a recent meeting.

102.17 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 22nd May 2017

103.17 Representative Reports:

Chalk Pit Committee with Redlynch Parish Council: To receive a short verbal update from Cllr Yeates.

104.17 To approve the following payments

- £167.21 - Bournemouth Water Ltd - For public toilets.
- £735.00 - Maranji Commercial & Domestic Cleaning - August.
- £229.80 - Idverde Group - for bin emptying in July.
- £696.31 - Bawden Contracting Services Ltd - For grasscutting in July.
- £312.00 - Play Inspection Company Ltd - For playground inspections.
- £470.00 - Downton Band - For meeting hall hire since January 2015.
- £83.88 - HCI Data Ltd - For 2 year renewal of website domain name.
- £46.72 - 1&1 Internet Ltd - For website hosting for 6 months.
- £60.00 - M Mackenzie Ltd - For courier to Devizes of PWLB loan application.
- £420.00 - JCP Structural Engineers – Contract Plans
- £61.49 – Greenflow Water Saving – Public Toilets maintenance
- £8,160.00 – Martin Pickard, Quantity Surveyor - Memorial Hall Extension QS work and production of Bill of Quantities

105.17 To resolve to approve the sum of £13,395.86 as the Accounts for payment for August and to record the bank balances.

106.17 To resolve to note the Clerk's report providing information on recent issues and work completed.

107.17 To resolve to note the Correspondence received.

108.17 Date of next meeting - Tuesday 29th August 2017 at 7.30 pm at the Band Hall, Gravel Close, Downton.

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety, and Human Rights.

Any person who may have difficulty with access to the meeting through disability is asked to advise the Clerk on 01725 513874 at least 24 hours before the meeting so that every effort may be made to provide access.