

DOWNTON PARISH COUNCIL



3rd April 2018

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 9th April 2018 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

247.17 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.

248.17 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 26th March 2018.

249.17 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.

250.17 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.

251.17 Planning and Tree Works Applications

18/02418/PNEX 1 Avon Meadow, Downton - Prior Notification (larger home extension scheme) - Single storey extension with rear projection of 3.65 metres with eaves height of 2.1 metres and maximum height of 4 metres.

18/01853/FUL Plot 2 Beech House, Mesh Road, Downton - Proposed new dwelling and garage (amendment to S/2009/1052 approved at appeal).

18/01911/FUL 50 Moot Gardens Downton - Proposed single storey extension with pitched roof and rooflights in front elevation.

18/02528/TCA St Laurence Church, Church Hatch, Downton - Fell & Replace 4 Limes Trees.

18/02484/TCA 61 The Borough, Downton - T1 - Willow - 5m in height Reduce the height to approximately 1.5m. T2 - Magnolia - At 4m in height, reduce the canopy by 1m all round G3 - Hazel – Coppice.

18/02644/TCA Southern roadside Lode Hill to Lode Hill House, Downton - Various tree works.

18/02509/FUL 100 Moot Lane, Downton - Removal of existing garage and replace with double garage with first floor annex.

18/02710/FUL Parsonage Farm House, Barford Lane, Downton - Ground floor extension to provide larger kitchen. First floor extension above existing ground floor single storey and kitchen extension to provide en-suite master and second bedrooms.

252.17 To receive a brief report and recommendation from Cllr Sutcliffe, on behalf of the Memorial Hall Construction Working Group, regarding a recent tender process to invite four companies to supply and install audio visual equipment into the Memorial Hall Extension as per a clear specification and to approve one company to carry out the work.

253.17 To consider the following recommendations from the Amenities Committee:

- a. **To seek legal advice on the validity of the covenants contained in Conveyance dated 1970 regarding the land for the Moot Lane Recreation Ground.**
- b. **That the sum of £200 be allocated for the purchase of trees to be planted in the Memorial Gardens and advice sought from Mr David Mercer on the type of trees to plant and the best locations to plant them in the Gardens.**

254.17 Committee Reports:

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

255.17 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 20th November 2017.

256.17 Representative Reports:

Downton Memorial Hall Committee and AGM: To receive a short verbal report from Cllr Pearce.

Southern Wiltshire Area Board: To receive a short verbal report from Cllr Brentor on a recent meeting.

Memorial Hall Extension Construction Working Group: To receive short verbal reports from Cllr Sutcliffe who will provide a progress update and Cllr Quarmby who will provide a financial update on the project.

Memorial Hall Extension Working Group: To receive a short verbal update from Cllr Mace on a recent meeting.

257.17 To resolve to approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - April.
- £696.31 - Bawden Contracting Services Ltd - For grasscutting.
- £200.64 + £229.80 - Idverde - For bin collection in March 18 and May 17 (late payment).
- £25.00 - Downton Memorial Hall - For hire for Annual Parish Meeting.
- £120.00 - Downton Memorial Hall - For hire for Extension Open Day events.
- £1025.68 - Wiltshire Association of Local Councils - Annual subscription.
- £72.26 - Bournemouth Water Business - Water at Downton Cemetery.
- £270.00 – Rialtas Business Solutions - For training and updating of finance software package.
- £35.00 - Information Commissioner - Annual renewal of data protection registration.

Memorial Hall extension payments:

- £46,529.88 - SWH Group.
- £1,305.32 - Paul Stevens Architecture - For the monthly fee for contract administration of the Memorial Hall Extension.
- £300.00 - JCP Ltd – Structural advice on flood defence wall.

- £983.76 – Downton Memorial Hall – For utility costs by Memorial Hall extension contractors.

258.17 To resolve to approve the sum of £54,063.18 as the Accounts for payment for April and to record the bank balances.

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

260.17 To resolve to note the Correspondence received.

261.17 Date of next meeting - Monday 23rd April 2018 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.