



**Minutes of the Ordinary meeting of the Parish Council held on Monday 13<sup>th</sup> August 2018 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Brentor, Cordell, Gentle, Prince, Pearce, Ricketts, Sutcliffe and Yeates.

**In attendance:** Mrs Bev Cornish, Parish Clerk

**Also present:** Two members of the public.

**Public Question Time:**

A member of the public expressed his thanks for the help given by councillors to install the picnic benches in the Moot Lane Recreation Ground. He said that there was clear evidence that these were being used and had been appreciated by 50 residents through their comments on social media.

The Chairman expressed his thanks on behalf of the Council to all the volunteers who helped with the installation of the benches.

Cllr Brentor advised that Cllr Watts had written to her to ask that thanks be recorded for all the help given by the volunteers and councillors in installing the picnic tables.

A member of the public expressed her thanks to the Millennium Green, Parish Council and Working Group volunteers for the fantastic work they had done in clearing and restoring Footpath 66. She said she had received several comments from residents thanking her for making it so much easier for walkers.

**Part 1**

**77.18 To receive apologies from Councillors:** The Clerk confirmed that apologies had been received from Cllrs Cornell and Watts due to holiday commitments and from Cllr Mason due to work commitments. Cllr Mace proposed from the Chair and it was RESOLVED that the apologies and the reasons for them be noted.

**78.18 To consider and resolve to approve the Minutes of Ordinary Meeting held on Monday 9<sup>th</sup> July 2018:** Downton Parish Council RESOLVED, with 1 abstention from Cllr Sutcliffe, to approve the Minutes of the Ordinary Meeting held on 9<sup>th</sup> July 2018 as a true record and they were signed by the Chairman.

**79.18 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:**

Cllr Yeates expressed a personal and non-pecuniary interest in application

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Downton Parish Council – Full Council Meeting on Monday 13<sup>th</sup> August 2018

Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

.....Date.....

18/06939/FUL and did not speak or vote when the application was considered. All councillors declared a personal and non-pecuniary interest in application 18/06636/FUL as the applicant was a member of the Parish Council. Cllr Brentor declared a personal and pecuniary interest in Minutes 87.18 and 88.18 and did not speak or vote when the items were considered.

**b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:**

The Clerk advised that she had not received any requests for dispensations.

**80.18 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:** Cllr Mace proposed from the Chair and it was RESOLVED that there was no requirement to take any actions on matters raised by members of the public.

**81.18 Planning and Tree Works Applications:**

**18/05191/FUL 60 Moot Close, Downton - Construction of single storey rear extension to existing dwelling house:** Following a report from Cllr Brentor, Downton Parish Council RESOLVED to raise no objection on the grounds that the application was compliant with Core Policy 57 of the Wiltshire Core Strategy.

**18/05272/FUL 59 Moot Close, Downton - Removal of conservatory and construction of a single storey extension:** Following a report from Cllr Brentor, Downton Parish Council RESOLVED to raise no objection on the grounds that the application was compliant with Core Policy 57 of the Wiltshire Core Strategy.

**18/06619/FUL 5 Bundy Grove, Downton - Erection of a two-storey side extension to accommodate additional living space:** Following a report from Cllr Mace, Downton Parish Council RESOLVED to support the application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy and would not impact on the amenity of neighbouring properties.

**18/06636/FUL 13 Twynham Close, Downton - Replacement and enlargement of existing rear single storey extension:** Cllr Mace proposed from the Chair and it was RESOLVED that no comment should be submitted on this application due to the risk of 'perceived bias' as the applicant was a member of the Parish Council.

**18/06670/TCA The Old Tannery, High Street, Downton - T1 - Ash tree - fell T2 - Birch tree - reduce height by up to 3m:** Cllr Sutcliffe advised that this application had been determined prior to the meeting.

**18/06939/FUL 2 Twynham Close, Downton - Single storey extensions to front and rear of existing house:** Following a report from Cllr Cordell, Downton Parish Council RESOLVED to raise no objection on the grounds that the application was compliant with Core Policy 57 of the Wiltshire Core Strategy.

**82.18 To consider a request from a parishioner to apply to Wiltshire Council for a 'no through road' sign to be installed at the entrance to Church Hatch:** Following a brief discussion, Cllr Yeates proposed, Cllr Brentor seconded and it was

RESOLVED that Cllr Yeates should raise a request for this at the forthcoming meeting of the Community Area Transport Group.

**83.18 To consider a proposal from Cllr Sutcliffe to submit an article to the InDownton Newsletter regarding residential parking and emergency vehicle access:** Cllr Sutcliffe reported that he had become increasingly concerned about vehicles being parked on both sides of some of the smaller roads in the village which would hinder any access by emergency vehicles, should they be needed by residents. He proposed, Cllr Pearce seconded and it was RESOLVED that an article to InDownton be submitted.

**84.18 To consider a response to the Ministry of Housing, Communities & Local Government's consultation on Permitted Development for Shale Gas Exploration:** Following a discussion, Cllr Mace proposed from the Chair and it was RESOLVED that this item be deferred to the next meeting to enable councillors to give the consultation some consideration.

**85.18 To consider a proposal from Cllr Brentor to approve the sum of £182 to be allocated from the 'playgrounds' budget for the weekly emptying of a newly sited bin beside the picnic tables in the Moot Lane Recreation Ground:** Following a brief report from Cllr Brentor, she proposed, Cllr Yeates seconded and it was RESOLVED that the sum of £182 per annum be approved.

#### **86.18 Representative Reports:**

**Memorial Hall Extension Construction Working Group:** Cllr Sutcliffe advised that the final completion date for the extension was currently 8th October 2018 and the brickwork to the flood wall was progressing well. The Site Offices were to be removed from the site later in the week so that work to the drainage in the pre-school playground could commence. Internally, the plastering on the first floor was completed.

Cllr Mace advised that the Clerk was still awaiting Community Infrastructure monies from Wiltshire Council.

**Memorial Hall Extension Working Group:** Cllr Mace reported that the Memorandum of Understanding had been approved by all parties. He said the Working Group, which was working very well, had organised itself into various work streams eg legal, fitting out, website, marketing in order to ensure that all tasks were covered ahead of the completion of the extension.

**Parish Council Surgery:** Cllr Mace reported that one member of the public had attended the surgery and raised the matter of overgrown trees in Marie Avenue which were affecting their property and this would be followed up by himself and the Clerk.

#### **87.18 To approve the following payments:**

- £770.00 - Maranji Commercial & Domestic Cleaning - July.
- £696.31 & £278.46 - Bawden Contracting Services Ltd - For grasscutting in July.
- £257.04 - Idverde - For bin emptying in July £85.00 - Andrew Whitelock - For maintenance in Public Toilets.
- £151.61 - Green Flow Water Saving - For maintenance in Public Toilets.

- £235.99 - Bob Moody - For hedge cutting and other maintenance works.
- £1552.80 – NBB Recycled Furniture - For picnic benches in Moot Lane Recreation Ground.
- £274.78 - Cllr Jane Brentor – For purchase of additional materials to install picnic benches.
- £312.00 - Play Inspection Company - For playground inspections.
- £224.30 - Water2Business - For Public Toilets.
- £28.76 - 1&1 Internet Ltd – For website hosting.
- £33.03 - West Mercia Energy – For electricity at the Public Toilets.
- £83.45 - Mrs B Cornish - For purchase of a soaker hose, clamps and stoppers to maintain new beech hedge in Memorial Gardens.

**Memorial Hall extension payments:**

- £86,894.96 - SWH Group - For building construction.
- £1,283.36 - Paul Stevens Architecture - For Contract administration.

Cllr Gentle proposed, Cllr Pearce seconded and it was RESOLVED that the payments be approved.

**88.18 To resolve to approve the sum of £94,877.38 as the Accounts for payment for August and to record the bank balances:**

<b>Payee</b>	<b>Detail and payment made by bank transfer</b>	<b>£</b>
	Maranji Commercial & Domestic Cleaning	770.00
	Bawden Contracting Services Ltd	696.31
		278.46
	Idverde	257.04
	Green Flow Water Saving	151.61
	Bob Moody	235.99
	NBB Recycled Furniture	1552.80
	Cllr Jane Brentor	274.78
	Play Inspection Company	312.00
	Water2Business	224.30
	1&1 Internet Ltd	28.76
	West Mercia Energy	33.03
	Mrs B Cornish	83.45
	Mr N Saxby	151.20
	Mr T Matthewman	151.20
	Mrs B Cornish	1,498.13
	<b>Total</b>	<b><u>6,699.06</u></b>

**Memorial Hall Extension payments**

	SWH Group	86,894.96
	Paul Stevens Architecture	1,283.36
	<b>Total</b>	<b><u>88,178.32</u></b>

**Balances to be Approved and Noted as at 13.08.18**

Current A/c: £1,951.03      Deposit A/c: £79,814.84  
 Memorial Hall Extension A/c: £35,539.66

Cllr Sutcliffe proposed, Cllr Pearce seconded and it was RESOLVED that the payments for August be approved and the bank balances be noted.

**89.18 To resolve to note the Clerk's report providing information on recent issues and work completed:** Cllr Mace proposed from the Chair and it was RESOLVED that the Clerk's report be noted:

*Parish Council Vacancies:* No enquiries had been received in terms of interest in the 2 remaining vacancies. No election had been requested following advertising of the third vacancy, so the Parish Council could now co-opt a councillor if a resident put themselves forward.

*Basketball hoop:* Mr Bob Moody has relocated the base to outside the pitch area and Mr Will Dickson has agreed to use his Manitou to put the hoop in the base. The Clerk is awaiting confirmation from him as to when he can do this now that his harvest has finished.

*Works in Wick Lane and Puffin Crossing:* The Clerk has been informed that the works to Wick Lane will commence on Monday 3rd September 2018. The Street Scene officer has advised that this was due to the issues with the ground water not being able to be pumped into the farmer's field until after the harvest was completed and there was no alternative to pump the volumes of water away in order to carry out the works. Persimmon has provided details of the other avenues they have explored and the Street Scene officer feels that all has been done to try to get these works completed. The works will last a maximum duration of 6 weeks.

**90.18 To resolve to note the Correspondence received:** Cllr Mace proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. Wiltshire Council - Emails regarding:
  - Parish Newsletter for 6<sup>th</sup> August 2018.
2. Wiltshire Association of Local Council - An email enclosing the July Newsletter.
3. Wiltshire Citizens Advice - An email and letter seeking funding from the Parish Council.
4. Downton parishioner - Two emails regarding materials left behind in Moot Close from works carried out by Wiltshire Council's contractors.
5. Downton parishioner - An email regarding the relocation of a bus stop sign to a lamp post outside a property in Lode Hill. This was located back to the corner of The Sidings after the Clerk contacted Mr Phil Grocock at Wiltshire Council.
6. Downton parishioner - A copy email to Cllr Clewer regarding the puffin crossing at The Headlands.
7. Non-resident - An email asking for an advert to be included in the parish magazine to try to trace a long lost friend.

**91.18 Date of next meeting:** Cllr Mace confirmed the date of the next meeting as Monday 10<sup>th</sup> September 2018 at 7.30 pm at the Band Hall, Gravel Close, Downton.

## **Part 2 - EXEMPT MATTERS - CONTRACTS & LEASES**

**92.18 Cllr Mace to propose the following resolution – ‘That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business on contracts and leases about to be transacted’:** No members of the public or press were present at this point in the meeting.

**93.18 To consider and resolve to approve the final amendments to the Memorandum of Understanding to be agreed between the Parish Council, the Memorial Hall Committee and the Downton Community Pre-School:** Following a brief explanation from Cllr Mace, Cllr Brentor proposed, Cllr Pearce seconded and it was RESOLVED that the final amendments be approved.

With no further business, the meeting closed at 8.36 pm.

*Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.*