

DOWNTON PARISH COUNCIL



Minutes of the Ordinary meeting of the Parish Council held on Monday 10th September 2018 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Mace (Chairman) and Cllrs Brentor, Cornell, Cordell, Pearce, Ricketts, Sutcliffe, Watts and Yeates.

In attendance: Unitary Councillor Richard Clewer
Mrs Bev Cornish, Parish Clerk

Also present: Four members of the public.

Public Question Time:

A member of the public asked whether information about when construction would start on the Scotts House site as work had started and then stopped.

A member of the public asked whether there was any information on the Costcutter store.

A member of the public said she had informed Wiltshire Police about the zebra crossing in The Borough which needed repainting and was now dangerous. She also said that Cllr Clewer had informed her that the cost of repairing the light beside the Borough Cross was over £2,000 and the Parish Council had been asked if it could fund the repair. Furthermore there had been further damage to the kerbing.

A representative of the Downton Green Group asked for the Parish Council's financial support for a proposed Wildlife Day to be held next May in The Moot. She set out the Group's plans and the organisations likely to be present. She said the Group would be grateful for a £100 grant and that it was also submitting a grant application to the Southern Wiltshire Area Board.

Unitary Councillor Richard Clewer: Cllr Clewer advised that he did not have very much to report other than about the Local Government Boundary Commission's Boundary Review of Wiltshire. He said that the LGBCE had sensibly agreed to retain the number of councillors at 98 and the purpose of the review was to ensure that all councillor divisions represented a defined and similar number range of residents. He said that Salisbury and Southern Wiltshire was probably the most difficult to divide with the current suggestion that the Chalke Valley parishes such as Coombe Bissett and Nunton should be included in the South West Wiltshire Area Board. He suggested that the Parish Council and residents may wish to submit some comments.

94.18 To receive apologies from Councillors: The Clerk confirmed that apologies had been received from Cllrs Gentle and Mason due to illness and Cllr Prince due to a holiday commitment. Cllr Mace proposed from the Chair and it was **RESOLVED** that the apologies and the reasons for them be noted.

95.18 To consider and resolve to approve the Minutes of Ordinary Meeting held on Monday 13th August 2018: Downton Parish Council RESOLVED, with 2 abstention from Cllrs Cornell and Watts, to approve the Minutes of the Ordinary Meeting held on 13th August 2018 subject to one alteration being made to include the declaration of a personal and pecuniary interest by Cllr Brentor in Minutes 87.18 and 88.18. The Minutes were approved as a true record and they were signed by the Chairman.

96.18 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:

Cllrs Sutcliffe and Mace declared a personal and non-pecuniary interest in planning application 18/07705/FUL.

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.

97.18 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: In response to the questions raised by members of the public Cllr Mace advised that with regard to:

1. Scotts House - the Parish Council was only aware that the developer was awaiting the transfer of monies before construction could start.
2. The Costcutter - the Parish Council had no information on its restoration.
3. The light beside the Borough Cross - this was to be considered at the next meeting of the Amenities Committee.
4. The damaged kerbing – Cllr Brentor would carry out an inspection of the pedestrian area.
5. The request for a grant – An item to consider this would be included on the next meeting's Agenda.

Cllr Mace proposed from the Chair and it was RESOLVED that the above actions be approved and noted.

98.18 Planning and Tree Works Applications:

18/07705/FUL 3663 Limited, Batten Road, Downton - Upgrade of existing food distribution including new car park and warehouse extension: Following a discussion, Downton Parish Council RESOLVED to support the application in principle but that the compilation of more detailed response be delegated to the members of the New Housing Development Committee.

18/07796/LBC Gravel Cottage 7 Gravel Close, Downton - Installation of a replacement staircase and formation of additional bedroom on existing landing: Downton Parish Council RESOLVED to raise no objection to this application but would accept the recommendations made by the Conservation Officer.

18/08371/PNEX 5 West Wick, Downton - Prior Notification (larger home extension scheme) - Single storey flat roof rear extension with rear projection of 5.4 metres with eaves height of 2.6 metres and maximum height of 2.9 metres: Downton Parish Council RESOLVED to note this application.

99.18 To consider and resolve to agree on a response to the Local Government Boundary Commission's Review of Wiltshire with regard to 'Warding Arrangements': Cllr Cornell proposed, Cllr Sutcliffe seconded and it was RESOLVED that the compilation of a response be delegated to Cllrs Brentor, Ricketts and the Clerk.

100.18 To consider and resolve to agree on a response to the Ministry of Housing, Communities & Local Government's consultation on Permitted Development for Shale Gas Exploration: Cllr Pearce proposed, Cllr Sutcliffe seconded and it was RESOLVED that Cllr Brentor should prepare a response and that this should be considered by Council at the next meeting.

101.18 To consider and resolve to approve the Annual Insurance Premium and 3 year contract from 3 quotes submitted by Came & Company for the Parish Council's Insurance Policy: Downton Parish Council RESOLVED to:

1. Accept the recommendation from its Agent at Came & Company and approve the quote in principle which had been provided by Inspire for £4,438.60 to include additional keyworker cover which matched the cover provided by the current year's insurer, Aviva;
2. Agree to enter into a 3 year agreement with the company;
3. Delegate the approval of the final terms and cost up to a maximum sum of £5,000 to Cllrs Mace, Brentor and the Clerk.

102.18 To consider correspondence from the Cranborne Chase AONB regarding their bid to be an International Dark Sky Reserve and to consider whether the Parish Council would:

- a. Like to receive a briefing on the project;
- b. Provide written confirmation of its support; and
- c. Provide a representative contact for the project:

Following a brief discussion, Cllr Yeates proposed, Cllr Pearce seconded and it was RESOLVED that a representative of the Cranborne Chase AONB be invited to attend and speak on the project at the November meeting of the Parish Council.

103.18 Representative Reports:

Southern Wiltshire Area Board: Cllr Mace gave a detailed report on a recent at which the issue of police visibility was raised in the presence of the Police and Crime Commissioner. There had also been presentations on the Wiltshire Clinical Commissioning Group by its chief officer and on Adult Social Care by Cllr Jerry Wickham, Cabinet Member for Adult Social Care and Public Protection.

Community Area Transport Group: Cllr Yeates on a recent meeting at which several issues raised by the Parish Council had been discussed. He said that the CATG would expect a contribution from both the Parish Council and the landowner towards the kerbing of the Borough Green and this issue had been put on hold until those agreements had been provided.

Memorial Hall Extension Construction Working Group: Cllr Sutcliffe gave a detailed report on the work to the extension which he said was scheduled to be completed by the end of October. He said that work internally had progressed very well with the lift, toilets and kitchens now installed and the rebuilt stage area in the main hall now able to be used. He also reported that work to connect the drains at the rear of hall had started and this would be followed by the completion of the flood defence wall and finishing off of the playground, side entrance and front of the Hall with a layer of tarmac.

Memorial Hall Extension Working Group: Cllr Mace reported that work was progressing well with the leases and the work to fit out the extension. He also advised that the Parish Council had been successful in its application for a grant of £8,000 towards the purchase of audio visual equipment from the Southern Wiltshire Area Board.

Parish Council Surgery: Cllr Mace gave a brief report on a recent surgery at which two issues had been raised about the stage in the Memorial Hall and the overhanging trees on the section of The Borough from the Old Police House to The Bull.

104.18 To approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - August.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in August.
- £10.00 & £30.00 - Rent for Allotments and Children’s Corner.
- £205.63 - Idverde - For bin emptying in August.
- £8.39 - 1&1 Internet Ltd – For website hosting.
- £90.00 – Salisbury Window Cleaning Services – For bus shelter cleaning.
- £984.00 - David Ogilvie Engineering – For WW1 Memorial Bench.
- £14.60 - West Mercia Energy – For electricity at the Public Toilets.
- £85.96 - Mrs B Cornish - Quarterly expenses for phone, internet, postage.

Memorial Hall extension payments:

- £146,689.09 - SWH Group - For building construction.
- £1,292.54 - Paul Stevens Architecture - For Contract administration.

Cllr Cordell proposed, Cllr Cornell seconded and it was RESOLVED that the payments be approved.

105.18 To resolve to approve the sum of £152,694.44 as the Accounts for payment for September and to record the bank balances:

List of payments

Payee	Detail and payment made by bank transfer	£
Maranji Commercial & Domestic Cleaning		770.00
Bawden Contracting Services Ltd		716.21
Idverde		205.63
Longford Estate		40.00
Salisbury Window Cleaning Services		90.00
David Ogilvie Engineering		984.00
1&1 Internet Ltd		8.39

Downton Parish Council – Full Council Meeting on Monday 10th September 2018
 Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

.....Date.....

West Mercia Energy	14.60
Mrs B Cornish	83.45
Mr N Saxby	151.20
Mr T Matthewman	151.20
Mrs B Cornish	1,498.13
Total	<u>4,712.81</u>

Memorial Hall Extension payments

SWH Group	146,689.09
Paul Stevens Architecture	1,292.54
Total	<u>147,981.63</u>

Balances to be Approved and Noted as at 10.09.18

Current A/c: £2,652.23 Deposit A/c: £54,814.84
 Memorial Hall Extension A/c: £359.30

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

106.18 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:

Puffin Crossing: The works to Wick Lane will start on 10th September. The Clerk will monitor the effectiveness of the traffic light operators and attempt to resolve any issues.

107.18 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 20th August 2018.
 - Briefing Note 265 – Social Housing Green Paper.
 - An email advising that the works to Wick Lane will commence on 10th September.
2. Community First – An email from Katie Fielding advising that this year's AGM and Awards Ceremony will include a Local Council Community Project award. The AGM takes place on Thursday 11th October at Devizes Town Hall. If the Council is part of or knows of a Council project which is making a difference in the community, it can complete a nomination form by 13th September.
3. An email from a resident regarding the puffin crossing and Wick Lane works.
4. An email from the Deputy Headteacher at Trafalgar School regarding the Wick Lane works and the impact on parents being able to get to the Open Evening on 20th September.
5. An email from a member of the public regarding fly tipping on Barford Down.
6. An email from a resident regarding the overgrown cycle route to Bodenham and a request to use CIL monies to create more cycle paths.
7. An email from a member of the public regarding the frequent coaches which use the B3080 and their concern about the potential damage they cause to the roads and the bridges.

108.18 Date of next meeting: Cllr Mace confirmed the date of the next meeting as Monday 10th September 2018 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.05 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.