

DOWNTON PARISH COUNCIL



1st October 2018

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 8th October 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

119.18 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.

120.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 24th September 2018.

121.18 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.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

122.18 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.

123.18 Planning and Tree Works Applications

18/08778/FUL 1 Avon Meadow, Downton - Two storey extension to north-west elevation.

18/08780/FUL Plot 2 Beech House, Mesh Pond, Downton - Revised details of previously approved application.

18/08827/FUL 2 Crossway Close, Downton - Four bedroom detached dwelling with detached garage.

18/08978/TCA Gilberts Barn Moot Lane, Downton - Horse Chestnut tree – fell.

124.18 To consider and resolve to agree on a response devised by Cllr Brentor to the Ministry of Housing, Communities & Local Government’s consultation on Permitted Development for Shale Gas Exploration.

125.18 To consider and resolve to agree on any response to the Wiltshire Council Consultation on the Proposed changes to the pre-submission Downton Settlement Boundary as part of the Schedule of Proposed Changes to the draft Wiltshire Housing Site Allocations Plan.

126.18 To consider and resolve to agree on a location for the WW1 Commemorative Bench.

127.18 To consider and resolve to approve the closure of The Borough and High Street from the Memorial Hall to Church Hatch for 1 hour on Sunday 11th November 2018 at 10.00 am for the Remembrance Day Service and Parade.

128.18 To resolve to approve a donation of £33.99 to the Royal British Legion for two Poppy Wreaths:

- (i) a Centenary Wreath to mark the end of World War I to be laid on the Sundial in the Memorial Gardens; and
- (ii) a wreath to be laid on the Downton War Memorial.

129.18 To resolve to approve that Cllr Cornell be added to the Parish Council’s bank mandate as an authorised cheque and online signatory.

130.18 To resolve to approve the inclusion of the 4 picnic tables in the Moot Lane Recreation Ground and the WW1 Commemorative Bench to the Parish Council's Asset Register to the value of £1,294 and £695 respectively.

131.18 To receive a short verbal report from Cllr Sutcliffe on the additional costs relating to the Memorial Hall Extension and to resolve to approve the following payments for works carried out in addition to that set out in the contract with SWH Ltd:

£80,000 - for the construction of the Bunny Wall;

£11,200 - for demolition of east and north walls around Stage and construction of new foundations.

£1,585 - for additional quantity surveyor services relating to the Bunny Wall, Stage and drainage works.

£2,500 - for additional contract administration and architectural services relating to the Bunny Wall, Stage and drainage works.

£1,505 - for a Keypad locking system for the Extension.

132.18 Committee Reports:

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

133.18 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 21st May 2018.

134.18 Representative Reports:

Memorial Hall Extension Construction Working Group: To receive a short verbal report from Cllr Sutcliffe on the progress of the Extension and an update on the current financial status of the project.

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

Brian Whitehead Sports Centre Association: To receive a short verbal report from Cllr Sutcliffe on a recent meeting.

Parish Surgery: To receive a short verbal report from the Clerk on a recent surgery.

135.18 To approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - September.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in September.
- £205.63 - Idverde - For bin emptying in September.
- £66.60 Time2display - For new signs for the public toilets.
- £15.50 - West Mercia Energy - For electricity at the Public Toilets.
- £174.36 - Safety Shop - For Disabled parking stencil, highway paint, 'no dogs' signs.
- £285.01 - Southern Electric Power Distribution - For removal of electricity connection to Moot Lane Pavilion.

- £131.91 - Viking - For Ink Cartridges and Stationery.
- £193.80 – Mr R Moody - For restoration work to litter bin and two playground springers including materials.
- £90.05 – Mr R Moody - For materials for fencing, painting and roof repairs to Memorial Hall.
- £1,560.00 - PKF Littlejohn LLP - For External Audit services.

Memorial Hall extension payments:

- £134,822.36 - SWH Group - For building construction.
- £1,292.54 - Paul Stevens Architecture - For Contract administration.
- £1,902.00 - Martin Pickard - For quantity surveyor services.
- £678.30 - Intelligent Hand Dryers - For 5 hand dryers.
- £204.00 – Environment Agency - For Permit variation.
- £533.59 - BT - For installation of phone and broadband connections together with line rentals from August.

136.18 To resolve to approve the sum of £146,920.07 as the Accounts for payment for October and to record the bank balances.

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

138.18 To resolve to note the Correspondence received.

139.18 Date of next meeting - Monday 22nd October 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.