



5<sup>th</sup> November 2018

**To: All Members of Downton Parish Council**

**You are summoned to an Ordinary meeting of Downton Parish Council on Monday 12<sup>th</sup> November 2018 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, 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**

#### **148.18 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.

#### **149.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 22<sup>nd</sup> October 2018.**

**150.18 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.

**151.18 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.**

**152.18 Planning and Tree Works Applications**

**18/09521/FUL 129 The Borough, Downton** - Kitchen side extension and alterations.

**18/10289/TCA Hamilton House, Barford Lane, Downton** - T1 - Cherry tree - fell T2 - Potato tree - reduce by 30% T3 - Elaeagnus tree - fell T4 - Cherry tree - reduce by 30%.

**153.18 To resolve to approve the signing of the Side Agreement relating to the the S106 Community Facilities Contribution for the land to the West of Salisbury Road and New House Cottage, Downton.**

**154.18 To consider a request from Versant Developments & Homes Limited and resolve to agree on the street name for the road which will form the former Scotts House development in Salisbury Road, Downton.**

**155.18 To resolve to agree on a response to a proposal from the Wiltshire Association of Local Councils to extend its member services to include employment services from MHA Monahans and with a concomitant 4% increase to the WALC aspect of the Council's annual subscription.**

**156.18 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.

**Downton Millennium Green Trust:** To receive a short verbal update from Cllr Brentor on a recent meeting

**Parish Surgery:** To receive a short verbal report from Cllr Mace on a recent surgery.

**157.18 To resolve to approve the following payments:**

- £770.00 - Maranji Commercial & Domestic Cleaning - October.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in October.

- £257.04 - Idverde - For bin emptying in October.
- £15.05 - West Mercia Energy - For electricity at the Public Toilets.
- £90.00 - Salisbury Window Cleaning Services Ltd - For bus shelter cleaning.
- £176.92 - Viking - Printer cartridges.
- £695.29 & £726.50 - Mr Bob Moody – For numerous items of maintenance of play areas, fence installation, bench restoration and installation including materials.
- £142.80 – Rialtas Business Solutions Ltd – Annual maintenance of financial software.

**Memorial Hall extension payments:**

- £118,474.63 - SWH Group - For building construction.
- £1,301.72 - Paul Stevens Architecture – For contract administration of Memorial Hall extension.
- £68.00 - Environment Agency - For permit variation.
- £352.92 - Cllr C Pearce - For internal fit-out equipment of Memorial Hall extension.
- £45.54 - Jaydee Living Ltd - For Recycling Bins.
- £318.09 - Came & Company - For contents insurance
- £1,503.24 - Came & Company – For revaluation building insurance premium for Memorial Hall.
- £720.00 - Mr Stephen Linard - For Memorial Hall survey and building revaluation.
- £139.44 - BT - For Memorial Hall Wifi & phone charges.
- £58.00 - Priority - For Open Day invitations.
- £143.00 - Priority - For promotional brochures.

**158.18 To resolve to approve the sum of £128,749.29 as the Accounts for payment for November and to record the bank balances.**

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

**160.18 To resolve to note the Correspondence received.**

**161.18 Date of next meeting - Monday 26<sup>th</sup> November 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.***