



Minutes of the Ordinary meeting of the Parish Council held on Monday 10th December 2018 in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton at 7.30 pm.

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

In attendance: Unitary Councillor Richard Clewer
Mrs Bev Cornish, Parish Clerk
Ms Amanda Scott, Cranborne Chase AONB

Also present: Thirteen members of the public.

Public Question Time:

A member of the public said that she would be happy to be included in any working group involved in addressing the issue of speeding in the parish and asked whether any of the central government funding being passed to Wiltshire Council for highway works could be used to repaint the zebra crossing in The Borough. She also said that £100 had been raised for the Memorial Hall from the selling of the books on Downton in the Great War over the Remembrance weekend.

A member of the Committee for the Downton Queen's Diamond Jubilee Fund advised that he had sought quotes for the repair of the Memorial Hall stone sign above the portico and the re-alignment of one of the columns which could be done at the time of the re-roofing of the Hall in the spring of 2019. He said that the Fund would pay for the work.

A member of the public raised concerns about the impending sale of the tenancy of the White Horse public house and the potential for it to be sold for development if no tenant was found. She said the information on the state of the building contained on Enterprise Inns' website did not reflect reality and she said she hoped the Parish Council would be able to intervene to ensure that the extensive repair work to the roof, which was vital to the future success of the pub, could be carried out so that the building did not fall into a state of disrepair. She also asked whether the building could be registered as an asset of community value by the Parish Council.

Unitary Councillor Richard Clewer: Cllr Clewer advised that buildings could be registered with Wiltshire Council as assets of community value. He did offer a note of caution with regard to public houses though, which was that they needed to be unique and of special architectural value to the community.

On other matters, Cllr Clewer reported that:

- Parking on Sundays in Wiltshire Council's car parks was free.

- The £7.3 million from central government would be used for white lining and other small projects such as scraping back earth from highways and pedestrian footpaths. Any suggestions for work to be done in areas around the parish should be sent to Mr Graham Axtell, the local Highways Engineer.

Ms Amanda Scott, Dark Sky Advisor for the Cranborne Chase Area of Outstanding Natural Beauty: Ms Scott gave a detailed and thought-provoking presentation on the organisation’s reasons for bidding to become an International Dark Sky Reserve. She said that being a dark sky reserve would have no statutory implications for Downton but it would enable the Parish Council to consider the likely impact of the lighting on a site when considering a planning application.

She highlighted the importance and benefits of maintaining darks skies to the environment:

- A lot of money is being spent on ‘wasted’ light when a small low-cost difference could bring about large changes for the better.
- The AONB is not proposing to make the area a light-free zone but wants to ensure that the right lights are used in the right place at the right time.
- Substantial savings can be made by local authorities and businesses by turning off or dimming down unnecessary lighting.
- Light pollution has a direct effect on bird and wildlife populations.
- Lighting at night disrupts our health and mental health and has been proved to increase the risk of stress. It is also linked to more serious health issues.
- It will encourage greater interest in the stars and night sky and encourage more people and young people to engage in an outdoor activity.

Cllr Mace thanked Ms Scott for her interesting presentation.

162.18 To receive apologies from Councillors: The Clerk confirmed that apologies had been received from Cllr Yeates due to illness and Cllrs Gentle and Mason due to personal commitments. Cllr Mace proposed from the Chair and it was RESOLVED that the apologies and the reasons for them be noted.

163.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 12th November 2018: Downton Parish Council RESOLVED, with an abstention from Cllr Cornell, to approve the Minutes of the Ordinary Meeting held on 12th November 2018 and they were signed as a true record by the Chairman.

164.18 Declarations of Interest:

- 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 Brentor declared a personal and non-pecuniary interest in planning application 18/11408/FUL Dovecote Cottage as she was known to the applicants.

- 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.

165.18 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 responded to the questions raised and he proposed from the Chair and it was RESOLVED that his responses be noted as follows:

- The Clerk would write to the Highways Engineer regarding the repainting of the zebra crossing.
- Cllr Sutcliffe would liaise with the member of the Downton Queen's Diamond Jubilee Fund on the repairs to the Memorial Hall stone sign and column.
- The designation of the White Horse public house as an asset of community value would be passed for consideration and recommendation to the Amenities Committee.

166.18 Planning and Tree Works Applications

18/11415/LBC &

18/11128/FUL 10 The Borough, Downton - Removal/enlargement of a single storey rear extension: Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Policy LC3 of the Downton Neighbourhood Plan but it would accept the decision of the Conservation Officer.

18/11408/FUL Dovecote Cottage, Barford Lane, Downton - Alterations to existing rear elevation: Downton Parish Council RESOLVED, with one abstention from Cllr Brentor, to support this application on the grounds that it would have no impact on the conservation area or on the amenity of neighbouring properties.

18/10812/FUL 1 Wick Lane, Downton - Proposed front porch. Proposed detached garage: Downton Parish Council RESOLVED to raise no objection to this application.

18/10590/LBC Charlton Grange, The Highway, Charlton All Saints - Replacement of 2 x late C20 single-glazed softwood stormproof windows to north and south elevations with hardwood, flush-fitting casement windows incorporating slimline (4mm gap) double glazing. Replacement of single-glazed softwood half-glazed stable door to north elevation with hardwood half-glazed stable door incorporating slimline (4mm gap) double-glazing: Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Policy LC3 of the Downton Neighbourhood Plan but it would accept the decision of the Conservation Officer.

18/11163/TCA 42 The Borough, Downton - Leylandii tree – fell: Downton Parish Council RESOLVED to leave the decision on this application to the Tree Officer.

167.18 Following the presentation given from Ms Amanda Scott of the Cranborne Chase AONB, to consider whether to support the bid for it to become an International Dark Sky Reserve: Following a brief discussion, Cllr Cornell proposed, Cllr Pearce seconded and it was RESOLVED that Downton Parish Council should support the AONB's bid to become an International Dark Sky Reserve and that the Clerk should writing a letter confirming this.

168.18 To resolve to ratify the Agreement for Lease between the Parish Council and the Trustees of the Downton Memorial Hall with regard to their

leasing of the Memorial Centre prior to their becoming a Charitable Incorporated Organisation: Following a brief report from Cllr Mace, Cllr Sutcliffe proposed, Cllr Cornell seconded and it was RESOLVED that the Agreement for Lease be ratified.

169.18 To consider a proposal from Cllr Dene to find ways to address the issue of speeding vehicles through Downton and to resolve to agree on any actions to be taken: Following a lengthy discussion, Cllr Cordell proposed, Cllr Sutcliffe seconded and it was RESOLVED that:

- Downton Parish Council should approve the purchase of a Speed Indicator Device in partnership with Redlynch Parish Council and with a grant from the Southern Wiltshire Area Board; and
- It should be used in the parish for a year and then a review be carried on its effectiveness before any further expenditure is committed.

170.18 To consider a proposal from Cllr Brentor regarding training for the Clerk as follows:

a. A contribution towards the Clerk's two year further training course for the Certificate of Higher Education in Community Governance (Level 4) awarded by De Montfort University: Following a brief report from Cllr Brentor and discussion, she proposed, Cllr Sutcliffe seconded and it was RESOLVED that the sum of £1500 be confirmed as a contribution towards the Clerk's training course in 2019.

b. SLCC Practitioners' Conference on 14th & 15th February 2019 in Kenilworth - Attendance at the Conference at the cost of £299: Following a brief report from Cllr Brentor, she proposed, Cllr Sutcliffe seconded and it was RESOLVED that the Clerk's attendance at the SLCC Practitioners' Conference in February 2019.

171.18 To consider a recommendation from the Budget Working Group and to resolve to approve a proposed 3 year Budget and level of Precept for 2019/20, 2020/21 and 2021/22 as prepared by the Clerk: Following a brief discussion, Cllr Brentor proposed, Cllr Pearce seconded and it was RESOLVED that the 3 year budget and level of Precept for 2019/20 be approved and set at £112,247.66. The Band D figure was set at £80.50 being a decrease of 0.01% on 2018/19.

172.18 To consider whether to raise the burial fees at Downton Cemetery for 2019: Following a brief report from Cllr Brentor, Cllr Watts proposed, Cllr Cornell seconded and it was RESOLVED that there should be no increase in burial fees for 2019.

173.18 To resolve to approve the removal of the Moot Lane Pavilion from the Parish Council's Asset Register at the value of £50,919: Cllr Mace proposed from the Chair and it was RESOLVED that the Moot Lane Pavilion be removed from the Parish Council's Asset Register.

174.18 To consider an invitation from St Laurence's Church to enter a Parish Council Christmas Tree for the Christmas Tree Festival being held at St Laurence's Church in mid-December: Following Cllr Pearce's confirmation that she would be happy to prepare a Christmas tree for the festival, Cllr Mace proposed

from the chair and it was RESOLVED that this be approved and that Cllr Pearce be thanked for agreeing to take the lead on this for another year.

175.18 Representative Reports:

Memorial Hall Extension Construction Working Group: Cllr Sutcliffe gave a brief report on the completion of the Extension and advised that the sum of approximately £58k was all that was remaining to pay the contractors for construction. The Working Group would be advised of the final figures prior to the Christmas break.

Cllr Mace said that he would like to thank Cllr Sutcliffe for the tremendous amount of hard work he had put in over several years to ensure the success of the extension.

Memorial Hall Extension Working Group: Cllr Brentor gave a brief report on the final meeting. She said the Parish Council representatives would continue to support the Memorial Hall Committee as the Committee required in the running of the extension. She said the working group formed from representatives of the Parish Council, the Memorial Hall Committee and the Pre-School Committee had been a very good example of partnership working.

Southern Wiltshire Area Board: Cllr Mace gave a brief report on a recent meeting at which the issues of the Police Tasking Group and the partnering of parishes to share Speed Indicator Devices had been discussed. He said there had also been a video on the National Armed Forces Day 2019 which was to be held in Salisbury on 28th-30th June and to which the Area Board had approved a contribution of £1,000.

Parish Surgery: Cllr Mace gave a brief report on the December surgery at which a resident had raised the issue of parking around the pharmacy and access to Church Hatch which he said would be dealt with through the Community Area Transport Group.

176.18 To resolve to approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - November.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in November.
- £205.63 - Idverde - For bin emptying in November.
- £3,888.00 - Wessex Demolition - For demolition of Moot Lane Pavilion.
- £80.06 - West Mercia Energy - For electricity at the Public Toilets.
- £292.42 - Mr Bob Moody - For installation of fence at Moot Lane Recreation Ground, maintenance work in Memorial Gardens and Cemetery.
- £758.40 - Sign of the Times - For memorial plaques for school playground.
- £8.39 - 1&1 Internet Ltd - For website hosting.
- £114.18 - Mrs B Cornish - Quarterly expenses for phone, broadband, postage etc.

Memorial Hall extension payments:

- £99,955.14 - SWH Group - For building construction.
- £2,465.00 - Paul Stevens Architecture - For contract administration of Memorial Hall extension and additional work for flood wall design and drawings.
- £13,617.60 - Pro Live Ltd - For second tranche payment for purchase and installation of AV equipment and Hearing Loops.

- £199.99 - Mrs B Cornish - For a dehumidifier from Argos for the ground floor storage room.
- £130.80 - Mrs B Cornish - For Baby Changing Table from Direct365.
- £429.60 - Mike O'Dwyer Ltd - For 2 additional chair trollies for Memorial Centre.
- £50.00 - Mrs J Brewin - For supply of refreshments for Memorial Centre opening.
- £810.00 - Walker Fire (UK) Ltd - For fire prevention, testing and equipment in Memorial Centre.

Cllr Sutcliffe proposed, Cllr Brentor seconded and it was RESOLVED that the payments be approved.

177.18 To resolve to approve the sum of £126,311.95 as the Accounts for payment for December and to record the bank balances:

Payee	Detail and payment made by bank transfer	£
	Maranji Commercial & Domestic Cleaning	770.00
	Bawden Contracting Services Ltd	716.21
	Idverde	205.63
	West Mercia Energy	80.06
	Wessex Demolition	3,888.00
	Mr R Moody	292.42
	Sign of the Times	758.40
	1&1 Internet Ltd	8.39
	Mrs B Cornish	114.18
	Mr N Saxby	151.20
	Mr T Matthewman	151.20
	Mrs B Cornish	1498.13
	Total	<u>8,633.82</u>

Memorial Hall Extension payments

	SWH Group	99,955.14
	Paul Stevens Architecture	2,465.00
	Cllr C Pearce	20.00
	Pro Live Ltd	13,617.60
	Mrs B Cornish	199.99
	Mrs B Cornish	130.80
	Mike O'Dwyer Ltd	429.60
	Mrs J Brewin	50.00
	Walker Fire (UK) Ltd	810.00
	Total	<u>117,678.13</u>

Cllr Brentor proposed, Cllr Cordell seconded and it was RESOLVED that the accounts be approved.

Balances to be Approved and Noted as at 10.12.18

Current A/c: £5,257.37 Deposit A/c: £100,590.15

Memorial Hall Extension A/c: £47,714.90

Cllr Brentor proposed, Cllr Cordell seconded and it was RESOLVED that the balances be approved and noted.

178.18 To resolve to approve and note the Budget to Actual figures to 31st December 2018: Cllr Cornell proposed, Cllr Pearce seconded and it was RESOLVED that the figures be noted.

179.18 To resolve to approve the following virements from the Parish Council's Budget for 2018/19:

Amount	Budget line From	Budget line To
£2,000	Wiltshire Schemes	Insurance Premiums
£426	Memorial Hall maintenance	Insurance Premiums
£650	Grass cutting	Audit
£220	Grass cutting	Clerk Salary
£199	Grass cutting	Play equipment/maintenance
£101	Telephone/Internet	Parish Website
£9	Neighbourhood Plan	Postages
£38	Neighbourhood Plan	Stationery
£616	Bus Shelter Maintenance	WW1 Project
£302	Public Toilets	Parish Bin Collection
£740	Public Toilets	Moot Lane Pavilion
£1,273	Loan Repayment	Footpaths

Cllr Cornell proposed, Cllr Pearce seconded and it was RESOLVED that the virements be approved.

180.18 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:

Basketball hoop: Cllr Brentor and the have looked at the location of basketball net which is too close to the pre-school and school playgrounds. They are in the process of arranging a meeting with the young people to agree a new location once the boundary of the football pitch has been determined.

Playgrounds:

Moot Lane Recreation Ground: Mr Bob Moody has constructed a fence beside the skatepark following concerns raised by the Downton Moot Preservation Trust that cyclists were using the skatepark and then cycling down into The Moot.

Memorial Gardens: Mr Moody has installed the two memorial plaques on the school playground gates.

Wick Lane and Puffing Crossing: The temporary traffic lights were removed on 13th November and the puffin crossing was switched on 27th November.

181.18 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 w/c 26th November.
 - Cllr Wayman's Highways Newsletter for November.
 - Briefing Note 372 - A vision for special education in Wiltshire.

- An email on Wiltshire Concessionary bus pass renewals.
- 2. An email from a parishioner regarding the restoration of the Memorial Gardens and the Bunney.
- 3. Three email from a parishioner regarding the sequencing of the traffic lights at the Headlands.
- 4. An email from a parishioner regarding non-working street lamp in Long Close.
- 5. An email from a parishioner regarding the connection of superfast broadband to Standlynch.

182.18 Date of next meeting: Cllr Mace confirmed the date of the next meeting as Monday 14th January 2019 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, 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.