



Minutes of the meeting of the Amenities Committee held on Monday 7th January 2019 in the Bonvalot Room of the Downton Memorial Centre, The Borough, Downton at 7.30 pm.

Present: Cllr Brentor (Chair) and Cllrs Cordell, Cornell, Mace, Pearce, Prince, Ricketts and Watts.
Bev Cornish, Parish Clerk.

Two members of the public were present.

Public Question Time:

Mrs Nikki Wilson, as Chair of the Downton Society, gave a brief report on the Society's discussions on the parish's participation in 'South West in Bloom'. She said the view was that it was very much a community engagement project which may not be able to be done this year due to the lateness in the logistics of getting everything done in time. However, it was looking to the Parish Council to support it in principle and potentially to add sufficient funds to its budget so that it could support it in 2020.

34.18 To receive apologies for absence: The Clerk advised that apologies had been received from Cllr Sutcliffe due to a personal commitment.

35.18 To consider and resolve to approve the Minutes of the meeting held on Monday 17th September 2018. Cllr Mace proposed, Cllr Cordell seconded and it was RESOLVED that the Minutes of the meeting held on Monday 17th September 2018 be approved and they were signed by the Chair.

36.18 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:**

No declarations of interest were received.

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

The Clerk advised that no dispensation requests had been received.

37.18 To resolve to note the matters arising and actions taken from the Minutes: Cllr Brentor proposed from the Chair and it was RESOLVED that the progress of the following matters raised at the last meeting be noted:

21.17 Awards for All Application: *The Clerk has chased the Big Lottery Fund by email to establish progress of application.*

45.17 Silver birch tree in the Memorial Gardens: *Wiltshire Council has given approval for these Conservation area tree works. Work will commence in the next 2 weeks by Active Tree Care.*

56.17 Pavilion: *This was demolished at the end of October.*

22.18 d a means by which the parking space for people with disabilities can be emphasised in front of the Borough café: *This was put in place by Mr Bob Moody in November.*

23.18 Email to resident re café in pavilion and response: *Cllr Brentor had written to the resident and had advised that it was not possible to retain part of the Pavilion and the Working Group would keep him informed of developments.*

28.18 Bus Shelter repairs: *These will be repaired as a joint project with the Area Board and other parishes.*

38.18 To consider whether any further actions or recommendations should be made to the Parish Council in relation to the Community Area Transport Group as follows:

- a. **a request for a 'Church Hatch, no through road' sign to be erected beside the sign for St Laurence's Church at the entrance to Church Hatch:** Cllr Cordell proposed, Cllr Cornell seconded and it was RESOLVED that the Clerk should enquire with Wiltshire Council about erecting a street sign under the existing Heritage Trail sign with the appropriate wording.
- b. **the kerbing of the Borough Green at the western end of Downton:** The Clerk advised that she was awaiting a date for a meeting from the new Estate Manager at Longford Estates.
- c. **the condition of the paved area and the repair and safety of the Borough Cross light:** Following a discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that a site inspection should be carried out and a meeting arranged with an electrician to provide a quote for the work to repair the light.

39.18 To consider a request from a resident to register the White Horse Public House as an Asset of Community Value with Wiltshire Council and to make a recommendation to the Parish Council: Following a lengthy report from Cllr Brentor advising of the criteria needed to be met for the registration of an Asset of Community Value, she proposed from the Chair and it was RESOLVED that the following recommendations be made to the Parish Council:

1. The issue be reconsidered at the March 2019 Amenities Committee meeting.
2. A community asset group be set up to consider mapping the assets of community value in the parish.

40.18 To consider two proposals from the Downton Society to:

- a. **Refurbish the shelter in the Memorial Gardens with an offer of funding towards the cost:** Following a brief discussion, Cllr Brentor proposed, Cllr Cornell seconded and it was RESOLVED that the contribution of up to £1,500 be gratefully received towards the refurbishment and that a meeting be arranged on site with representatives of the Downton Society to agree what should be done.
- b. **To join in partnership to participate in 'South West in Bloom' in 2019; and to make recommendations to the Parish Council:** Following a discussion, Cllr Brentor proposed from the Chair that a recommendation be made that the Parish Council should give in principle support to 'South West in

Bloom' and that this be taken into account later in 2019 and when the budget is compiled for the 2020/21 financial year.

41.18 To receive a short verbal report from Cllr Brentor on a meeting with young residents to consider the relocation of the Basketball Net in the Memorial Gardens and to resolve to make a recommendation to the Parish Council: Cllr Brentor advised that she had met with the Clerk to inspect the area and was awaiting confirmation of the distance required to be left between the basketball area and the start of the football pitch before arranging a meeting with the young people to determine the relocation of the net.

42.18 To receive a short verbal report from Cllr Brentor on a meeting with residents to discuss the state of the cycle way from Downton to Salisbury and to resolve to agree on any actions to be taken or any recommendations to be made to the Parish Council: Following a detailed report from Cllr Brentor, she proposed, Cllr Pearce seconded and it was RESOLVED that the Parish Council should write to Wiltshire Council requesting that the central government infrastructure monies be spent on bringing the cycle way up to a useable and safe standard and that further recommendations may be made following a meeting due to be held with users and interested parties.

43.18 To receive a short verbal report from Cllr Brentor on section 106 monies to improve the use and access to Millennium Green and to recommend an action plan to the Parish Council which will address the actions it is required to carry out: Following a report from Cllr Brentor, Cllr Cordell proposed, Cllr Cornell seconded and it was resolved that the following recommendations be made:

1. The Parish Council commissions the design specification working through the bridge working group and purchases a circular path notice and continues the improvement to Footpath 66.
2. The Parish Council retains the funds (£7,800) for tasks identified as belonging to it but works with the Downton Millennium Green Trust to undertake the provision of the 2 and 6 finger signposts and the creation and distribution of leaflets and the Downton Millennium Green Trust then accesses funds as necessary.
3. The Parish Council transfers the remaining monies to Downton Millennium Green Trust (£16,350) and asks for a report on an annual basis with regard to the remaining tasks.

44.18 To resolve to make a recommendation to the Parish Council that a communications working group be set up to improve communications between the Parish Council and residents of Downton with particular regard to the amenities in the parish: Cllr Cornell proposed, Cllr Pearce seconded and it was RESOLVED that a recommendation be made with the membership consisting of Cllrs Cornell, Prince and Watts.

45.18 To receive a short verbal update from the Clerk on the re-instatement of a commemorative bench in Moot Lane and a replacement bench in Castle Meadow: The Clerk reported that the broken bench had been removed by someone other than a member or contractor for the Parish Council and she would endeavour to find out the name on the plaque from a member of the Royal British Legion.

46.18 To resolve to approve the design of a sign for Downton Cemetery: Cllr Brentor proposed from the Chair and it was RESOLVED that this item be deferred to a future meeting.

47.18 To resolve to recommend the adoption of the Downton Playground Risk Management Policy: Cllr Brentor proposed from the Chair and it was RESOLVED that the Policy once completed be put for consideration before the Parish Council at its meeting on 14th January 2019.

48.18 To resolve to comment on and note the first draft of the Community Emergency Plan prior to its consideration by the Flood Resilience Team at Wiltshire Council: Cllr Brentor proposed from the Chair and it was RESOLVED that this item be deferred to a future meeting.

49.18 Working Group Reports:

Moot Recreation Ground Working Group: Cllr Watts reported that he was in the process of arranging another meeting of the Working Group.

World War I Tree Planting Project: The Clerk advised that the Community Engagement Manager at the Southern Wiltshire Area Board was chasing up the order for trees with the Woodland Trust and that the delivery could be delayed until the spring.

Bridge Project: Cllr Brentor gave a detailed report on the project as follows:

- Monies allocated under Section 106 for the Charles Church development now included an allocation of £4,500 to be paid to the Parish Council to pay for a design plan for the proposed bridge. Three quotes were requested from several companies ranging from £7,500 to £3,500 plus expenses.
- Footpath 66 has been cleared with the help of the footpath group, some Parish Councillors, volunteers and Richard from the Millennium Green. This now avoids the area which was practically impassable on foot and makes the potential crossing points of the bridge accessible from the eastern side.
- Paul Prince has agreed to replace Peter Quarmby on the working group
- Hamish Ross has decided that he wishes to withdraw from the working group and the group agreed to invite Richard Walker as chair of the Millennium Green Trust to join the group.

50.18 Next meeting: Cllr Brentor confirmed that date of the next meeting as Monday as Monday 18th March 2019 at 7.30 pm.

With no other business, the meeting closed at 9.03 pm.