

DOWNTON PARISH COUNCIL



8th January 2019

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 14th January 2019 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

183.18 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.

184.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 10th December 2018.

185.18 Chairman's announcements: To receive a brief announcement from the Chairman, Cllr Dave Mace.

186.18 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.

187.18 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.

188.18 Planning and Tree Works Applications:

18/11248/FUL 54 Catherine Crescent, Downton - Erection of a side porch with pitched roof and rear flat roof lounge extension.

18/11579/FUL 25 Castle Meadow, Downton - Single storey extension (to provide entrance lobby and ramp for a disabled person).

18/11878/LBC &

18/11670/FUL Leicester House, 72 The Borough, Downton - New car port structure.

18/11740/FUL Barn at Manor House, Barford Lane, Downton - Change of use of barn to be used as a Micro Distillery

18/11793/PNEX 32 Downlands Close, Downton - Prior Notification (larger home extension scheme) - Single storey rear extension with rear projection of 4.5 metres with eaves height of 2.45 metres and maximum height of 2.85 metres.

18/11751/TCA Heronswalk, 76 The Borough, Downton - T1 & T2 - Weeping Willows - Pollard to 4 Metres.

18/12044/TCA Walnut Cottage, 26 The Borough, Downton - Walnut tree - overall reduction up to 2m Ash tree - reduce limbs by 1m.

189.18 To resolve to approve the repayment of £88,271 which was paid to the Parish Council a second time in error by Wiltshire Council for the s106 Community Facilities monies from the Charles Church development.

190.18 To consider the following recommendations from the Amenities Committee with regard to the allocation of the Charles Church s106 monies for National Park SPA mitigation to the value of £24,150:

- a. The Parish Council commissions the design specification for the Bridge over the Avon working through the Bridge Working Group and purchases the circular path notice and continues the improvement to Footpath 66;

- b. The Parish Council retains £7,800 of the monies for tasks identified as its responsibility but works with the Millennium Green Trust to undertake the provision of the 2 and 6 finger signposts and the creation and distribution of leaflets for which the Parish Council will undertake to pay.
 - c. The Parish Council transfers the sum of £16,350 to the Millennium Green Trust to enable the completion of the Trust's responsibilities with a request for a report on an annual basis of how the monies have been spent.
- 191.18 To consider recommendations from the Amenities Committee following its consideration of a request to register the White Horse Public House as a Community Asset as follows:**
- a. That the Committee reconsiders the registration again at the March 2019 meeting once more information is known about the sale and interest in purchasing the tenancy; and
 - b. The Parish Council sets up a community asset group to consider mapping the parish's assets identified to be of community value.
- 192.18 To consider recommendations from the Amenities Committee following its consideration of two requests from the Downton Society as follows:**
- a. With regard to the refurbishment of the shelter in the Memorial Gardens, that the Parish Council works with the Downton Society to agree mutually the materials for its refurbishment and that the Parish Council accepts a contribution of £1,500 towards the cost of that refurbishment; and
 - b. With regard to the parish's participation in 'South West in Bloom' in 2020, the Parish Council agrees 'in principle' to form a partnership with the Downton Society to enable that participation.
- 193.18 To consider a recommendation from the Amenities Committee to resolve to set up a Communications Working Group with the remit of communicating the work of the Committee and projects being carried out by the Parish Council to residents and to resolve to agree on its membership.**
- 194.18 To consider a recommendation from the Amenities Committee to resolve to adopt the Downton Playground Risk Management Policy.**
- 195.18 Using its power under Section 31 of the Local Government and Rating Act 1997, to consider a request from residents for a contribution of £60 towards the cost of signage in the setting up a Neighbourhood Watch Scheme in Barford Lane.**
- 196.18 To consider a proposal from Cllr Sutcliffe, following a report he has received from a resident, to investigate the safety of the southern pedestrian exit from the Charles Church development onto Wick Lane.**

197.18 Committee Reports:

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

198.18 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 17th September 2018.

199.18 Representative Reports:

Parish Surgery: To receive a short verbal report from Cllr Mace on the January surgery.

200.18 To resolve to approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - November.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in December.
- £205.63 - Idverde - For bin emptying in December.
- £11.27 - Mercia Energy - For electricity at the Public Toilets.
- £135.92 - Mr Bob Moody - For installation of baby change unit in the Memorial Centre.
- £225.00 Water2Business - For waste water at the Public Toilets.
- £30.00 - Cllr Pearce - For materials for the Parish Council's exhibit at the Downton Christmas Tree Festival 2018.
- £50.00 - Cllr Brentor - For materials for the Memorial Centre opening.
- £30.46 & £56.62 - Viking - For a key cabinet and key rings for the Memorial Centre and exhibition materials for the Memorial Centre opening.
- £682.20 - Time2Display - For all signage at the Memorial Centre.
- £120.00 – David Mercer Smaller Woodlands – For part-replacement of hedging in Memorial Gardens.

201.18 To resolve to approve the sum of £6,312.55 as the Accounts for payment for January and to record the bank balances.

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

203.18 To resolve to note the Correspondence received.

204.18 Date of next meeting - Monday 28th January 2019 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, 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.