

DOWNTON PARISH COUNCIL



Minutes of the Ordinary meeting of the Parish Council held on Monday 11th February 2019 in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton at 7.30 pm.

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

In attendance: Unitary Councillor Richard Clewer
Mrs Bev Cornish, Parish Clerk

Also present: No members of the public.

Public Question Time:

No questions or statements were received.

Unitary Councillor Richard Clewer: Cllr Clewer gave a brief report on two issues:

1. The Local Government Boundary Commission for England's draft recommendations on Council division boundaries which includes the splitting up of parts of Laverstock into several Salisbury divisions which will result in the loss of one county councillor from the Southern Wiltshire Area Board with the consequence of decreased funding for the community area; and
2. The receipt of central government funding for potholes, white lining and minor highway works in Wiltshire about which Cllr Clewer encouraged the Parish Council to submit sites for repair and white lining.

205.18 To receive apologies from Councillors: The Clerk advised that the following apologies had been received:

Cllrs Cornell and Mason for the reasons of a personal commitment and Cllrs Cordell and Sutcliffe for the reasons of a holiday commitment. Cllr Mace proposed from the Chair and it was RESOLVED that the apologies and the reasons for them be noted.

206.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 14th January 2019: Downton Parish Council RESOLVED to approve the Minutes of the Ordinary Meeting held on 14th January 2019 and they were signed as a true record by the Chairman.

207.18 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 she had not received any requests for dispensations.

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Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

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208.18 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: No matters were raised by members of the public.

209.18 Planning and Tree Works Applications:

19/00723/FUL Portis Arun, Lower Road, Charlton All Saints - Demolition Ground Floor Corridor, Toilet and Coal Store integral with the house, and replaced with a two-story extension: Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

19/00990/FUL Longford Service Station, Salisbury Road, Downton - Demolition of existing petrol filling station kiosk building / car wash to facilitate redevelopment of existing petrol filling station to provide new 24hr petrol filling station comprising erection of replacement sales building (total 345sqm GIA) including store, office, wc and convenience store with ancillary food counter and ATM, parking (20 spaces including disabled and air/water/ vac bays) and landscaping: Downton Parish Council RESOLVED to strongly support this application provided that:

- A comprehensive solution and condition for rainwater runoff from the canopy and increased roof area is provided and the resurfaced parking areas be made permeable as the significant amount of rainwater runoff from the current canopy drains into the mains sewer which is already at capacity. Wessex Water identified the runoff from the petrol station canopy as a major issue in its recent assessment of the sewer drainage issues in Downton.
- There is an appropriate condition for the siting of the air conditioning units on the site so that the continuous noise generated from them does not cause disturbance to the neighbouring residential properties.
- There is an appropriate condition for the type and direction of lighting on the site (to prevent light pollution of the night sky and to not cause disturbance to the neighbouring residential properties).
- There is a condition that all trees removed during the construction process, other than the tree identified to be removed in the application, be replaced in order to provide adequate screening to neighbouring properties;
- There is a condition that no deliveries are to be made between the hours of 10 pm and 6 am to prevent neighbour disturbance.

19/00661/DOC Cherry Tree Cottage, 48 The Borough, Downton - Discharge of condition 3,4, and 5 of 16/05412/FUL: Following a brief discussion, Downton Parish Council RESOLVED to leave the decision on this application to the Planning Officer.

210.18 To resolve to approve nominations for a Parish Council representative on the following organisations: Following a brief discussion and agreement from councillors, Cllr Gentle proposed, Cllr Brentor seconded and it was RESOLVED that the following councillors be approved as representatives of the Council on the following organisations:

- **Southern Wiltshire Area Board:** Cllr Brentor, with Cllr Mace as reserve.
- **Southern Wiltshire Area Board Community Area Transport Group:** Cllr Prince.

- **Chalk Pit Management Committee:** Cllr Prince.
- **Carver Trust:** Cllr Mace.
- **Stockman & Woodlands Trust:** Cllr Watts.

211.18 To resolve to approve the appointment of Mr Paul Reynolds of Fair Account as the Parish Council’s Internal Auditor for 2019/20: Following a brief report from the Clerk, Cllr Mace proposed from the Chair and it was RESOLVED that Mr Reynolds of Fair Account be appointed as the Parish Council’s Internal Auditor for 2019/20.

212.18 To consider a recommendation from the Bridge Working Group from three quotes provided by companies and to resolve to approve one quote for the commissioning of the design specification for the Bridge over the Avon: Following a detailed report from Cllr Brentor with details of three quotes provided, she proposed, Cllr Gentle seconded and it was RESOLVED that the quote for £3,000 from CTS be accepted and that a further £1,500 be allocated for consultancy services.

213.18 To consider a response to The Local Government Boundary Commission for England’s draft recommendations on Council division boundaries in Wiltshire: Following consideration of the guidance received from Cllr Clewer and a brief discussion, Cllr Mace proposed from the Chair and it was RESOLVED that this item be deferred to the March meeting.

214.18 Representative Reports:

Parish Surgery: Cllr Mace advised that no members of the public attended the February surgery.

215.18 To resolve to approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - January.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in January.
- £205.63 - Idverde - For bin emptying in January.
- £24.36 - Mercia Energy - For electricity at the Public Toilets.
- £37.15 - 1&1 Ionos - 3 month fee for website hosting.
- £339.00 - SLCC - For Clerk’s attendance at the Practitioners’ Conference 2019.
- £48.00 - Merryhill - For asbestos test of Memorial Hall roof.
- £1590.60 - Southern Security Services Ltd - For keypad security system in Memorial Hall extension.
- £60.00 - Mr N Walker - For purchase of Neighbourhood Watch signs.
- £450.00 - Downton Band - For hall hire from June 2017 to November 2018.
- £36.00 - CPRE - Annual subscription.

Cllr Pearce proposed, Cllr Gentle seconded and it was RESOLVED that the payments be approved.

216.18 To resolve to approve the sum of £6,063.29 as the Accounts for payment for February 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

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Idverde	205.63
West Mercia Energy	11.27
Ionos	37.15
Society of Local Council Clerks	339.00
Merryhill	48.00
Southern Security Services Ltd	1590.60
Mr N Walker	60.00
Downton Band	450.00
CPRE	36.00
Mr N Saxby	151.20
Mr T Matthewman	151.20
Mrs B Cornish	1497.93
Total	<u>6,063.29</u>

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

Balances to be Approved and Noted as at 11.02.19

Current A/c: £6,727.35 Deposit A/c: £98,402.27
 Memorial Hall Extension A/c: £85,633.70

Cllr Gentle proposed, Cllr Pearce seconded and it was RESOLVED that the balances be approved and noted.

217.18 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:

Shelter in the Memorial Gardens: Members of the Parish Council's Amenities Committee had met the Downton Society to determine the works to the shelter and it was agreed that the roof would be retained and painted in a slate black colour and the concrete blocks repaired and repainted in pastel colours. The Council's contractor will carry out the work once the paint colours had been agreed.

Speed Indicator Device: As the Area Board was postponed due to the snow, no approval for the monies for Downton and Redlynch was given. The meeting has been rescheduled for Tuesday 12th February.

Half Year Internal Audit: Fair Account carried out the half year audit on 15th January and no issues were raised.

Re-roofing of Memorial hall: The project to re-roof the existing hall was advertised on the UK Government's Contracts Finder website on 31st January, in accordance with the legal requirement and the Parish Council's financial regulations. To date 13 companies have requested the documents for the project. The deadline for the submission of tenders was set at Thursday 21st February at noon and recommendations will be put forward by the Memorial Hall Construction Working Group to the March meeting.

218.18 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 14th January.
 - Briefing Note Briefing Note 19-002 - Children's Centre rationalisation.
2. Wiltshire Police – Monthly police report from Pc Matt Holland.

219.18 Date of next meeting: Cllr Mace confirmed the date of the next meeting as Monday 11th March 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 8.25 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.

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