

# DOWNTON PARISH COUNCIL



3rd June 2019

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

**You are summoned to an Ordinary meeting of Downton Parish Council on Monday 10<sup>th</sup> June 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**

**41.19 To elect a Chair for the meeting.**

**42.19 To receive a written application for the office of Parish Councillor and to resolve to approve the co-option of Mr Matthew Randall to fill an existing vacancy.**

**43.19 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.*

- 44.19 To consider and resolve to approve the Minutes of the Annual meeting held on Monday 13<sup>th</sup> May 2019.**
- 45.19 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.
- 46.19 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.**
- 47.19 Planning and Tree Works Applications**
- 19/03990/LBC The Great Barn, Moot Lane, Downton** - Proposed four rooflight windows above the drawing room, two above the master bedroom and one in the ensuite. Replace the existing rooflight window in the ensuite.
- 19/04672/TCA The Downton Moot, Moot Lane, Downton** - See attached documents The Survey Plan 12 03 19.pdf, Condition Report 12 03 19.
- 19/04478/FUL Fusion House, Parkers Close, Downton Business Centre, Downton** - Application to insert first floor into workshop areas for additional office space, subdividing the building back into units as per the original Planning consent.
- 19/04645/FUL 4 Squarey Close, Downton** - Erection of a single storey rear flat roof extension, creation of a new porch and insertion of dormer windows into the roofslope.
- 48.19 To resolve to note the decisions on recent applications.**
- 49.19 To consider the impact of the potential for an additional 30 residential caravans installed at Long Meadow Nurseries under the site's existing licence and to resolve to agree on any action to be taken.**
- 50.19 To consider a recommendation from the Amenities Committee to resolve to approve the creation and launch of a Facebook page for Downton Parish Council.**
- 51.19 To consider a recommendation from the Amenities Committee to resolve to approve the purchase of a basketball post from Stadia Sports up to a purchase and installation cost of £1,200 for installation on the concrete pad vacated by the pavilion in the Moot Lane Recreation Ground.**
- 52.19 To consider and resolve to approve the adoption of a Communications & Public Relations Policy & Procedure**

**53.19 To resolve to approve the appointment of Mr Keith Sutcliffe to the Memorial Hall Construction Working Group.**

**54.19 To consider a recommendation from the Amenities Committee that approval be given following a request from a resident for the street light on the boundary with the Moot Lane Recreation Ground in Castle Meadow to remain permanently unlit.**

**55.19 To consider and resolve to approve that the Parish Council co-ordinates and participates in the revived 'Lorry Watch Scheme' in partnership with Wiltshire Council.**

**56.19 Representative Reports:**

**Brian Whitehead Sports Centre Association:** To receive a short verbal report from Cllr Brentor on a recent meeting.

**57.19 Committee Reports:**

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

**58.19 To resolve to receive and note the Minutes of:**

The meeting of the Amenities Committee held on Monday 18th March 2019.

**59.19 To approve the following payments:**

- £805.00 - Maranji Commercial & Domestic Cleaning - June.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in May.
- £205.63 - Idverde - For bin collection in May.
- £17.81 - West Mercia Energy - For public toilets.
- £486.88 - Mr B Moody - For public seat installation and refurbishment, fence repairs, graffiti removal and playground equipment cleaning.
- £91.90 - Phillwebs - For the annual hosting and maintenance of the Downton Neighbourhood Plan website.
- £1,800.00 CTS Bridges Ltd – For bridge feasibility study.
- £675.00 - Active Tree Care - For work in the Memorial Gardens.
- £280.80 - Initial - For feminine hygiene and baby change bins in public toilets.
- £8.39 - 1&1 Ionos - For website hosting.
- £282.00 - Community Heartbeat Trust - For G3 Battery.
- £397.24 - Bournemouth Water - For Public Toilets Dec '18 to May '19.
- £176.98 – B Cornish - For expenses from April-June 2019.

**Memorial Centre payments for internal and external works to meet the stage and health & safety improvements:**

- £387.78 - Southern Security Services Ltd
- £3,494.66 - Davison Electrical Ltd
- £81.54 - Safety Signs and Notices
- £63.31 - Modern Signs Digital
- £66.83 - Key Signs UK (reimbursement to Cllr Mace)

- 60.19 To resolve to approve the sum of £11,875.58 as the Accounts for payment for June and to record the bank balances.**
- 61.19 To resolve to note the Clerk's report providing information on recent issues and work completed.**
- 62.19 To resolve to note the Correspondence received.**
- 63.19 Date of next meeting - Monday 24th June 2019 at 7.30 pm 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.***