

# DOWNTON PARISH COUNCIL



2nd September 2019

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

**You are summoned to an Ordinary meeting of Downton Parish Council on Monday 9<sup>th</sup> September 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.*

During the meeting and at the Chair's discretion, the meeting will be opened to enable members of the public to ask questions of and make statements to the Council for a maximum time of 15 minutes. 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.

## **Agenda**

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

**126.19 To receive a written application for the office of Parish Councillor and to resolve to approve the co-option of Ms Eleanor Mount-Kingett to fill an existing vacancy.**

**127.19 Public Question Time:** To receive questions and statements from members of the public.

**128.19 Unitary Cllr Richard Clewer:** To receive a short verbal report.

**129.19 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.*

**130.19 To consider and resolve to approve the Minutes of the Ordinary meeting held on Monday 5<sup>th</sup> August 2019.**

**131.19 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.

**132.19 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.**

**133.19 Planning and Tree Works Applications**

**19/05241/FUL 86 The Borough, Downton (Revised Plans)** - Demolition of existing rear extension. Construction of rear and part first floor extension.

**19/06745/LBC 8 The Borough, Downton** - Installation of downstairs cloakroom within existing utility room.

**19/07458/LBC The White Horse 62 The Borough, Downton** - Internal alterations to modern additions.

**19/07591/LBC &**

**19/07434/FUL The White Horse, 62 The Borough, Downton** - Internal and external alterations for trade kitchen extraction unit.

**19/07598/VAR 23 High Street, Downton** - Variation to condition 6 and removal of conditions 3, 4 and 5 of application 16/04847/FUL.

**19/07753/LBC &**

**19/07599/FUL 23 High Street, Downton** - Change of use of portion of ground floor from Class A1 to Class C3 and minor alterations to join with existing ground floor class C3 use.

**134.19 To resolve to note the decisions on recent applications.**

**135.19 To consider a request from David Hart Aerospace Pipes to use the Memorial Gardens on Saturday 21<sup>st</sup> September 2019 for an organised BBQ for staff and their families during an open day to visit their new facility in Parkers Close.**

**136.19 To consider a request from Beacon Leisure Management to use the Moot Lane Recreation Ground on Sunday 5<sup>th</sup> April 2020 as the finishing point for the Downton Half Marathon.**

- 137.19** To resolve that the chairs, tables, office, kitchen and toilet equipment together with fixtures and fittings installed in the extension of the Downton Memorial Centre be confirmed as in the ownership of the Downton Memorial Hall Committee.
- 138.19** To review the cover provided for the renewal of the Council's Annual Insurance Policy with Inspire Insurance to commence on 1<sup>st</sup> October 2019 and to resolve to approve the Premium of £6,781.87.
- 139.19** To consider a proposal from Cllr Hall to create a set of regulations on the uses of land owned by the Parish Council, and similar to the Parish Council's Bye-Laws dated 1986, but which will include recently added areas of land not included in the Bye-Laws.
- 140.19** To consider a proposal from Cllr Hall that the Finance & Strategy Committee reviews and revises the Parish Council's Bye-Laws in the long term to include all newly owned areas of land.
- 141.19** To resolve to approve the Terms of Reference and membership of the Finance & Strategy Committee.
- 142.19** To resolve to approve the Terms of Reference and membership for the Leisure Centre Working Group.
- 143.19** To appoint a representative of the Parish Council to attend meetings of Wiltshire Council's Community Area Transport Group.
- 144.19** To resolve to approve the appointment of two litter pickers as employees of the Parish Council.
- 145.19** To resolve to agree on a response to Wiltshire Council's Electoral Review Committee with regard to any changes Downton Parish Council proposes to its governance arrangements as part of a Community Governance Review.
- 146.19** To resolve to approve a change in the Terms of Reference for the joint Chalk Pit Management Committee with Redlynch Parish Council that meetings should be held every 2 years in September rather than every year, other than for exceptional reasons.

**147.19 Representative Reports:**

**Southern Wiltshire Area Board:** To receive a short verbal report from the Clerk on a recent meeting.

**Chalk Pit Management Committee:** To receive a short verbal report from Cllr Watts on a recent meeting.

**148.19 To approve the following payments:**

- £805.00 - Maranji Commercial & Domestic Cleaning - July.
- £733.39 - Bawden Contracting Services Ltd - For grasscutting in August.
- £205.63 - Idverde - For bin collection in August.

- £34.53 - West Mercia Energy - For Public Toilets.
- £55.00 - Downton Memorial Centre – Various hire of rooms for meetings.
- £61.61 - Greenflow Water Saving - For public toilets annual maintenance.
- £40.00 - Longford Estates - For allotment and play area rents
- £312.00 - Play Inspection Company Ltd - For playground inspections.
- £750.00 - SLCC - Second Payment for Clerk's Level 4 Community Governance Course with De Montfort University.
- £153.60 - Mr R Moody – For installation of bins and other work in the Moot Lane Recreation Ground.
- £90.00 - Salisbury Window Cleaning Services - For cleaning of bus stops.

**149.19 To resolve to approve the sum of £11,558.05 as the Accounts for payment for September and to record the bank balances.**

**150.19 To resolve to approve and note the Budget to Actual Report to 30<sup>th</sup> September 2019.**

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

**152.19 To resolve to note the Correspondence received.**

**153.19 Date of next meeting - Monday 14<sup>th</sup> October 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.***