

DOWNTON PARISH COUNCIL



Minutes of the meeting of the Amenities Committee held on Monday 23rd September 2019 in the Bonvalot Room of the Downton Memorial Centre, The Borough, Downton at 7.30 pm.

Present: Cllr Brentor (Chair) and Cllrs Pearce and Watts.
Bev Cornish, Parish Clerk.

No members of the public were present.

Public Question Time:

No questions or statements were received.

32.19 To receive apologies for absence: The Clerk advised that an apology had been received from Cllr Cornell due to a personal commitment.

33.19 To consider and resolve to approve the Minutes of the meeting held on Monday 22nd July 2019: Cllr Brentor proposed from the Chair and it was RESOLVED that the Minutes of the meeting held on Monday 22nd July 2019 be approved and they were signed by the Chair.

34.19 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:**

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.

35.19 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:

28.18 Bus Shelter repairs: *The Clerk is meeting with the clerks for Redlynch and Landford shortly to progress the repairs.*

38.18b. Borough Cross: *The Clerk has chased the contractor about this again.*

48.18 Emergency Plan: *The Clerk advised that this should be completed for adoption in November.*

58.18 Defibrillator in Charlton: *The Clerk has chased the contractor about this again.*

09.19 Basketball net and other work in Moot Lane Recreation Ground: *The Clerk has taken delivery of the basketball post. The Council's contractor is*

scheduled to carry out some work to the concrete surfacing before Ava Recreation can install it.

23.19 Memorial Gardens restoration: *The Committee's proposals were communicated to SWH, the Council's contractors, at a recent snagging meeting.*

25.19 Public Bins: *The Clerk has confirmed with Wiltshire Council that it would like to order 12 bins to be installed by the Council's contractor in locations to be agreed.*

26.19 'Stoma Friendly' toilet: *The Clerk will source the equipment for conversion of the accessible toilet shortly.*

27.19 Installation of a gate across the front of the entrance to the toilets to deter access when the toilets are closed: *The Clerk has sought a quote from Wylve Valley Forge.*

28.19 Painting of Iron Bridge and to make recommendations on how it should proceed to the Parish Council: *The Clerk has been in correspondence with Julian Haines at Wiltshire Council to advise that the Council wishes to go ahead with a cosmetic repair of the Bridge. Further work needs to be done to understand costs.*

29.19 Recruitment of two Litter Pickers: *Two new litter pickers are now in place and commence work shortly following the changeover with the previous members of staff who have left to go to university.*

36.19 To resolve to give delegated approval to the renewal of the Council's Annual Insurance Policy with Inspire Insurance to commence on 1st October 2019 following the Clerk's discussions with Came & Company: Cllr Brentor proposed from the Chair and it was resolved that Annual Insurance policy be approved for the revised sum of £6,474.52.

37.19 To consider a quote from Time2Display for play area, skatepark, public toilet and cemetery signs and make recommendations to the Parish Council: Following a brief discussion, Cllr Brentor proposed, Cllr Pearce seconded and it was RESOLVED that they be recommended for approval.

38.19 To consider a request from a resident to set up dates for a 'village clear up day' before the end of 2019 and for early in 2020 to be linked with the Britain in Bloom project: Cllr Brentor proposed, Cllr Watts seconded and it was RESOLVED that a 'village clear up' morning be organised if possible in conjunction with the Downton Society and Downton Green Group. A brief discussion was held on the hiring of Hippobags to remove the collected refuse.

39.19 With regard to their new ecological approach to verge management, to consider, identify and agree on a recommended Parish Council response to the following questions from Wiltshire Highways:

- i. **Verges which the Parish Council considers could benefit from less cutting or considers cutting to be unnecessary;**
- ii. **Verges which the Downton community would like to take on the management of in line with the new ecological approach;**
- iii. **Whether there are volunteers to help in looking after the special conservation verges; and**
- iv. **Verges which are currently mown regularly and would be suitable for the establishment of a wildflower verge in accordance with the stated criteria:**

Following a discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that the identified highway verges leading to Salisbury on the eastern side of the A338 be recommended for approval by the Parish Council.

40.19 Operational Flood Working Group - news and information
To consider items and ideas for the Amenities section of the Parish Council's 3 year Strategic Plan together with potential costs: Following a lengthy discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that the list of 17 identified items and their costs be included and recommended for consideration by the Parish Council in its 3 year Strategic Plan.

41.19 To consider a verbal report from the Clerk and resolve to approve the drafting of a Tree Policy for the Parish Council: Cllr Brentor proposed from the Chair and it was RESOLVED that the drafting of a Tree Policy be recommended to the Parish Council.

42.19 To resolve to note the Playground Inspection Company's recent Inspection Reports, the work to be done and equipment to be purchased in order to rectify the items identified and to make recommendations to the Parish Council: Following a brief discussion, Cllr Brentor proposed, Cllr Pearce seconded and it was RESOLVED that the Inspection Reports be noted and the work identified be agreed and costed by the Chair and Clerk in accordance with the budget and any non-urgent items to be approved by the Parish Council.

43.19 Working Group Reports:

Bridge Project: Cllr Brentor reported that the Working Group had received a design survey report on which it received some helpful information following questions raised. The Group has put several questions to the CTS surveyor who provided some helpful information. Pre-planning advice, which is free to Parish Council, will now be sought from a meeting Wiltshire Council and it will identify all the tasks needing to be completed before a planning application can be submitted.

Moot Lane Recreation Ground: Cllr Watts reported that the exercise equipment will shortly be installed, the concrete slabs had been placed on the picnic benches which would enable recreation ground users to have barbeques.

Post Office: Cllr Brentor gave a detailed report as follows:

- The Post Office Ltd will be able to provide information on the usage of the Headlands Post Office from returns submitted by the previous operator.
- The landlord of the shop was looking to re-let the premises and would be happy to have a Post Office on site but there was currently no interest.
- Cllr Hall had met with the franchise holder of a mobile post office service which had suggested a one day a week 7 hour service. The Bull Hotel has given permission for their car park to be used but the franchisee indicated that a local person would need to train and be willing to operate it and drive the van for which so far there had been no interest.

- Posters have been displayed around the village to make residents and business aware that the Council is trying to establish a replacement service.
- An online survey has been set up for businesses to give information about their previous use of the Headlands site and the impact of the loss – leaflets were distributed to the business park premises and will be delivered to the other village retail outlets. Some replies have already been received

Caring Community: Cllr Brentor reported that the Slide Show providing information on local organisations and groups had been completed and demonstrated to the Practice Manager at the Doctors Surgery. A member of the working group was in the process of sourcing a reconditioned laptop to which the Slide Show could be downloaded and then it will be placed within the waiting area of the surgery.

44.19 Next meeting: Cllr Brentor confirmed the date of the next meeting as Monday 24th February 2020 at 7.30 pm.

With no other business, the meeting closed at 9.07 pm.