

DOWNTON PARISH COUNCIL



5th October 2019

To: All Members of Downton Parish Council

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

154.19 To elect a Chair for the meeting.

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

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

157.19 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.

158.19 To consider and resolve to approve the Minutes of the Ordinary meeting held on Monday 9th September 2019.

159.19 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.

160.19 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.

161.19 Planning and Tree Works Applications

19/08305/FUL Annex at 102 The Borough Downton - Change of use to holiday accommodation.

19/08803/FUL 4 Natanbury Waterside Downton - Erection of Single-Storey Extension to Rear of Property. Part Demolition of Rear Property Wall.

19/08953/TCA 82 The Borough Downton - Ash tree – fell.

19/09247/TCA Yew Tree Cottage 81The Borough Downton - Ash - Remove one of two limbs due to shading.

19/09415/FUL Station House, The Sidings, Downton - Extending and conversion of existing garage to a dwelling and construction of new garage ancillary to Station House.

19/09491/FUL 2 Church Lane, Charlton All Saints - Removal of conservatory and construction of single and two storey extensions to provide additional accommodation, together with associated works

162.19 To resolve to note the decisions on recent applications.

163.19 To resolve to approve and accept the External Auditor's Report and Certificate for the Annual Governance and Accountability Return for 2018-19 and to note PKF Littlejohn's comments.

164.19 To resolve to approve the closure of the B3080 from the Memorial Gardens in The Borough to Church Hatch from 09.50 hours to 10.50 hours on Sunday 10th November 2019 for the Remembrance Sunday Service and Parade.

165.19 To resolve to approve a donation of £18 to the Royal British Legion for a Poppy Wreath and to resolve to appoint a councillor to lay it on behalf of the parish on Remembrance Sunday.

- 166.19 To consider a recommendation from the Moot Lane Recreation Working Group to approve a quote of £9,164.50 from Fresh Air Fitness for the purchase of a range of adult exercise equipment using the received £10,000 Awards for All Lottery Grant.**
- 167.19 To resolve to approve that Clerk's attendance at the Society of Local Council Clerks' 3rd South West Regional Training Seminar in Bournemouth on Wednesday 27th November 2019 at the cost of £40.**
- 168.19 To consider a recommendation from the Amenities Committee to approve a Tree Policy for the Parish Council.**
- 169.19 To consider a recommendation from the Amenities Committee with regard to Wiltshire Council's new ecological approach to verge management and to approve that the highway verges on the A338 when leaving Downton and heading north out of the parish be recommended by Parish Council suitable for the establishment of a wildflower verge in accordance with the stated criteria.**
- 170.19 To consider a proposal from Cllr Brentor to seek permission and guidance from Wiltshire Council for the repainting of Moulds Bridge.**
- 171.19 To consider a detailed proposal from Downton Green Group for the Parish Council to commit to working work towards Plastic Free Community ('PFC') Status and to appoint a representative to the PFC Steering Group.**
- 172.19 To consider an invitation from St Laurence's Church to enter a Parish Council Christmas exhibit for the Christmas Festival being held at St Laurence's Church in mid-December.**
- 173.19 To consider a proposal from Cllr Cornell for the Parish Council to hold a Community Safety Day in the Memorial Centre for residents focusing on information on crime prevention, neighbourhood watch, flood awareness, fire safety and defibrillator training.**
- 174.19 To consider a proposal from Cllr Brentor to re-clarify the Terms of Reference of the Finance & Strategy Committee.**
- 175.19 To consider a proposal from Cllr Brentor to set up a Councillor Training Evening with a focus on the Planning System.**
- 176.19 To resolve to consider the future of the Tree Planting Working Group.**
- 177.19 Committee Reports:**

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

178.19 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 22nd July 2019.

179.19 Representative Reports:

Downton Millennium Green Committee: To receive a short verbal report from Cllr Brentor on a recent meeting.

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

Memorial Hall Committee: To receive a short verbal report from Cllr Pearce on a recent meeting.

Flood Warden Seminar: To receive a short verbal report from Cllr Pearce on the recent training day.

Community Area Transport Group: To receive a short verbal report from the Clerk on a recent meeting.

180.19 To approve the following payments:

- £9,160.11 - Public Works Loan Board - Loan for Memorial Centre extension.
- £2,400.00 - PKF Littlejohn - External audit services.
- £1,703.99 - Davies Sports - Basketball Hoop for Moot Lane Recreation Ground.
- £805.00 - Maranji Commercial & Domestic Cleaning - October.
- £733.39 - Bawden Contracting Services Ltd - For grasscutting in September.
- £205.63 - Idverde - For bin collection in September.
- £17.71 - West Mercia Energy - For Public Toilets.
- £125.00 - Downton Memorial Centre - Various hire of rooms for meetings.
- £287.20 - Mr R Moody - Installation of bins and other work in the Moot Lane Recreation Ground.
- £750.00 - CB Roofing - Final payment due for re-roofing of Memorial Hall.
- £74.68 - Bournemouth Water Business - Cemetery water.
- £84.84 - Viking - Printer cartridges.

181.19 To resolve to approve the sum of £19,803.03 as the Accounts for payment for October and to record the bank balances.

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

183.19 To resolve to note the Correspondence received.

184.19 Date of next meeting - Monday 11th November 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.