

DOWNTON PARISH COUNCIL



2nd March 2020

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 9th March 2020 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 Chairman'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.

Part 1

Agenda

306.19 To elect a Chair for the meeting.

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

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

309.19 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.

310.19 To consider and resolve to approve the Minutes of the Ordinary meeting held on Monday 10th February 2020.

311.19 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.

312.19 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.

313.19 Planning and Tree Works Applications

19/11076/FUL &

19/11440/LBC 42 High Street, Downton - Replace plastic extension sloping window/roof with glazed window/roof and provide single parking area in garden.

20/00616/TPO 1 Elizabeth Close, Downton - Reduce Horse Chestnut Back to Previous Pruning Points (G3) Fell Eastern Stem of Thuja, Remove Cracked Stem and Crown Raise Over Pavement, Reduce Overextended Lateral Limbs on Southside and Northside Towards Property, Reduce Overextended Limbs Over Highway and Canopy Raise by 3 Metres. Reduce Northern Stems 2 Metres Away from Property, Reduce Height by 5 Metres (G2), Reduce Height by 5 Metres, Crown Lift to 4 Metres, Reduce to Rebalance and Shape Canopy to Thuja (T3).

20/00636/TCA 8 Gravel Close, Downton - Fell 1 Lawson Cypress.

20/00672/TCA Foxes Sleep, 42 The Borough, Downton - Fell 1 Whitebeam and 1 Cherry Plum.

20/01281/FUL 8 Twynham Close, Downton - Erection of a two storey side extension and single storey rear extension.

20/00808/VAR Meadowside, 32 Gravel Close, Downton - Replace existing rear conservatory.

20/00666/FUL The White Horse Public House, 62 The Borough, Downton - New fence between garden wall and car park and proposed Willow Hurdle Screen for staff smoking area.

20/01447/LBC

The White Horse Public House, 62 The Borough, Downton - Proposed removal of section of internal wall & internal alterations to former stable block.

20/00038/FUL Ex Post Office, The Headlands, Downton - Convert small terraced property into a one bedroom flat.

314.19 To resolve to note the decisions on recent applications.

- 315.19 To consider a written request from Mr Tony Pike, Chairman of the Downton Cuckoo Fair Committee, to use the Borough Greens and the Memorial Gardens for this year's Cuckoo Fair on Saturday 2nd May 2020.**
- 316.19 To consider and resolve to approve the closure of the B3080 from The Borough at its junction with The Headlands to Church Hatch from 08.30 hours to 18.00 hours on Saturday 2nd May 2020 for Cuckoo Fair.**
- 317.19 Using the Parish Council's power under Section 137 of the Local Government Act 1972, to consider a request from the Barford Day Centre for support in providing a one day a week facility for older and disabled residents of Downton and surrounding village together with respite for their carers.**
- 318.19 Using the Parish Council's power under Section 19(3) of the Miscellaneous Provisions Act 1976, to consider a request from the Downton Memorial Hall Committee to make a contribution towards the purchase of an Electric Projector Screen for the main hall for use at cinema evenings, meetings and events and for which it will also be seeking a grant from the Southern Wiltshire Area Board.**
- 319.19 To resolve to agree on a revised date of Monday 6th April 2020 at 7 pm for the Annual Parish Meeting and to agree on who will chair the meeting and give the Chairman's Report.**
- 320.19 To resolve to approve the purchase of a reconditioned laptop computer up to the value of £250 for use at Parish Council meetings and events.**
- 321.19 To resolve to approve the purchase of a laptop computer, printer and mobile phone for the appointed Administrative Officer up to the value of £1,000 and using the sum already allocated within the Council's reserves.**
- 322.19 To consider a recommendation from the Amenities Committee to approve a quote of £2,952.28 from GW Shelter Solutions to replace the 12 damaged panels in the two bus shelters in Moot Lane with anti-graffiti panels.**
- 323.19 To consider a recommendation from the Amenities Committee to approve the purchase of an Evolis Speed Indicator Device from ElanCity at the cost of £1891.05 taking account of the grant of £800 from the Southern Wiltshire Area Board and a one third contribution from Redlynch Parish Council.**
- 324.19 To consider a recommendation from the Amenities Committee to approve the Joint Ownership Agreement between Downton Parish Council and Redlynch Parish Council for the Speed Indicator Device.**
- 325.19 To consider two quotes from suppliers of floor standing planters, barrier baskets and tiered self-watering planters for the Downton In Bloom project and to resolve to approve one quote.**

326.19 To consider whether the Council should participate in the Great British Spring Clean (GBSC) with support from Wiltshire Council which will take place between 22nd March and 23rd April 2020.

327.19 To consider a recommendation from the Amenities Committee to accept a quote of £1,770 from the Community Heartbeat Trust for a Community Emergency Defibrillator for installation in the telephone box in Charlton All Saints.

328.19 To consider a recommendation from the Amenities Committee to approve the purchase of a World War II Memorial Bench from David Ogilvie Engineering at the cost of £781 for installation ahead of the commemoration of VJ Day on 15th August 2020.

329.19 To consider a recommendation from the Amenities Committee to accept a quote from Sun Traffic Ltd for one day of temporary traffic management to be set up and monitored during the painting of Iron Bridge.

330.19 To consider a recommendation from the Amenities Committee to accept a quote of £600 from Mr Bob Moody for the painting of Iron Bridge in accordance with permission, advice and instructions given by Wiltshire Council.

331.19 To resolve to approve that the Audio Visual Equipment installed in the Memorial Centre by Pro Live Ltd be added to the Council's Asset Register for the value of £22,273.

332.19 To resolve to approve that the Adult Exercise Equipment installed in the Moot Lane Recreation Ground be added to the Council's Asset Register for the value of £4,582.

333.19 To resolve to approve that the Basketball 'Gladiator' Hoop installed in the Moot Lane Recreation Ground be added to the Council's Asset Register for the value of £1,420.

334.19 Committee Reports:

Amenities Committee:

335.19 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 23rd September 2019.

336.19 Representative Reports:

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

Community Safety Day: To receive a short verbal report from Cllr Cornell.

Parish Surgery: To receive a short verbal report from Cllr Mace on the March surgery.

337.19 To resolve to approve the following payments:

- £805.00 - Maranji Commercial & Domestic Cleaning - March.
- £733.39 - Bawden Contracting Services Ltd - For grasscutting in February.
- £205.63 - Idverde - For bin emptying in February.
- £17.17 - Mercia Energy - For electricity at the Public Toilets.
- £324.00 - Play Inspection Company Ltd - For playground inspections.
- £0.88 - 1&1 Ionos - For website maintenance.
- £119.00 - Viking - For printer cartridges, folders and pens.
- £100.00 - Downton Memorial Hall - For room rental.
- £36.00 - CPRE - For Annual Subscription.
- £358.80 - SLCC Enterprises Ltd - Clerk's attendance at Practitioners Conference.
- £0.05 - Longford Estates - For annual rent of the Borough Greens.
- £129.60 - Community Heartbeat Trust - For replacement defibrillator pads.
- £169.00 - Mrs B Cornish - For Clerk's Home Working Allowance April 2019 to March 2020.
- £127.40 - B Cornish - Phone, Broadband, Travel and general expenses for Jan-Mar 2020.

338.19 To resolve to approve the sum of £4,921.94 as the Accounts for payment for March and to record the bank balances.

339.19 To resolve to approve and note the Budget to Actual figures to 31st March 2020 and proposed virements.

340.19 To resolve to agree and note the Parish Council's Allocated Reserves as at 31st March 2020.

341.19 To resolve to note the Clerk's reports providing information on recent issues and work completed and on her attendance at the SLCC's Practitioners Conference.

342.19 To resolve to note the Correspondence received.

343.19 Date of next meeting - Monday 6th April 2020 at 7.30 pm at the Downton Memorial Centre, The Borough, Downton.

Part 2 – EXEMPT MATTERS - STAFFING

344.19 The Chair to propose the following resolution – ‘That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business on staffing about to be transacted’.

345.19 To receive a report from Cllr Cornell and to resolve to rescind Resolution 305.19 made at the meeting held on Monday 10th February 2020 in light of the additional information provided.

346.19 To reconsider a recommendation from the Staffing Committee that approval be given for all members of staff to join the Wiltshire Local Government Pension Scheme from 1st April 2020.

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.