

DOWNTON PARISH COUNCIL



8th September 2020

Please note: due to the current HM Government's measures for Covid-19, the Parish Council will meet virtually via Zoom.

Join Zoom Meeting

<https://zoom.us/j/94611876079?pwd=c2xCSGY0NUZjZmR4TllvSFVjRlhFQT09>

Meeting ID: 946 1187 6079 Passcode: 963568

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 14th September 2020 at 7.30 pm. This meeting will be held virtually¹ for the purpose of transacting the following business.

Yours sincerely

**Bev Cornish
Clerk to the Council**

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.

Agenda

Part 1

131.20 To elect a Chair.

132.20 To elect a Vice-Chair.

133.20 Public Question Time:

To receive questions and statements from members of the public.

¹ In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

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

135.20 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.

136.20 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 24th August 2020 and the Extraordinary Meeting held on Monday 7th September 2020.

137.20 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.

138.20 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.

139.20 Planning and Tree Works Applications

20/05364/FUL 41 The Borough, Downton - Replacement of existing shed with new garden room.

20/06524/FUL Court Hay, Lower Road, Charlton All Saints - Construction of garage with room over and link to dwelling, relocation of access, including location of oil tank to front of garage.

20/06570/LBC &

20/06449/FUL Long Close House, Long Close, Downton - Construction of new loggia over boundary wall. Amendment to boundary wall (wall originally approved in application 20/02215/FUL).

20/06932/TCA The Bull Hotel, The Headlands, Downton – Various tree works.

20/07030/LBC Witherington Farm, Witherington Road, Downton - Installation of chair lift to main staircase

20/07070/FUL Wick Meadow Farmhouse, Mesh Pond, Downton - 2 Storey extension and single storey porch extension.

20/07288/LBC &

20/06553/FUL The Moot House, 15 Moot Lane, Downton - Proposed new walled kitchen garden.

- 140.20 To resolve to note the decisions on recent applications.**
- 141.20 To review the cover provided for the renewal of the Council's Annual Insurance Policy with Inspire Insurance to commence on 1st October 2020 and to resolve to approve the Premium of £6,710.32.**
- 142.20 To resolve to approve the closure of the B3080 from the Memorial Gardens in The Borough to Gravel Close from 10.30 hours to 12.00 Noon on Sunday 8th November 2020 for the Remembrance Sunday Service.**
- 143.20 To resolve to approve a donation of £20 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.**
- 144.20 To consider a request from Downton Surgery to use the Moot Lane Recreation Ground for the siting and use of gazebos when the Flu Clinics are held.**
- 145.20 To resolve to approve that the WW2 Memorial Bench supplied by David Ogilvie Engineering be added to the Council's Asset Register for the value of £896.**

146.20 Committee Reports

New Housing Development Committee: To receive a short verbal report on a recent meeting from the Chair

147.20 To resolve to receive and note the Minutes of:

The meeting of the New Housing Development Committee held on Thursday 13th August 2020.

148.20 Representative and Working Group Reports

Bridge Working Group: To receive a short verbal report from Cllr Brentor.

BWSCA Working Group: To receive a short verbal report from Cllr Brentor.

Downton Allotment & Leisure Gardeners Association: To receive a short verbal report from Cllr Watts.

149.20 To resolve to approve the following payments:

- £840.00 Maranji Commercial & Domestic Cleaning - September.
- £748.79 Bawden Contracting Services Ltd - For grasscutting in August.
- £257.04 Idverde - For bin emptying in August.
- £17.32 West Mercia Energy - For public toilets in August.
- £27.59 Ionos - For website hosting.
- £24.00 Mr R Moody - For repairs to gate.
- £324.00 Boswell Brothers - For cemetery soil removal.
- £203.42 Wallgate - For accessible public toilet mirror.
- £110.00 Longford Estates - For Allotment and Ground rent.

- £405.00 Play Inspection Company - For playground inspections.
- £914.00 South West Councils – Membership to March 2022.

150.20 To resolve to approve the sum of £13,379.31 the Accounts for payment for September and to record the bank balances.

151.20 To resolve to approve the Budget to Actual Report to 30th September 2020 and the proposed virements.

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

153.20 To resolve to note the Correspondence received.

154.20 Date of next meeting - Monday 12th October 2020 at 7.30 pm at a venue to be determined and subject to HM Government Covid-19 measures being reviewed.

Part 2 – EXEMPT MATTERS - STAFFING

155.20 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’.

156.20 To consider and resolve to approve the salary award for qualifying staff from 1st April 2020 in accordance with the National Association of Local Council's document entitled ‘Employment Briefing E01-20 - 2020-21 National Salary Award’ and in accordance with their Employment Contracts.

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.