



Minutes of the Virtual¹ Meeting of the Amenities Committee held on Monday 28th September 2020 at 7.30 pm.

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

Five members of the public were present.

Public Question Time:

A member of the public raised the issue of the bollards and Borough Cross light on the pedestrian area outside the Co-op.

A member of Downton Society raised the issue of the dying willow tree at Tannery Bridge.

Cllr Brentor advised that the issue of the bollards and lighting outside the Co-op were to be discussed by Councillors and the comments made would be taken into account during the discussions.

With regard to the willow tree at Tannery Bridge, Cllr Brentor said that councillors were aware of the history of the tree, the Council had written letters to try to establish the ownership of the land on which it was situated but it was not the Parish Council's responsibility to maintain as it was not located on parish-owned land. However, she said that she would be happy to look at the issue again.

29.20 To receive apologies for absence: Cllr Cornell advised that apologies had been received from Cllr Mace.

30.20 To consider and resolve to approve the Minutes of the meeting held on Monday 27th July 2020: Cllr Brentor proposed from the Chair and it was RESOLVED, with one abstention from Cllr Hall, that the Minutes of the meeting held on Monday 27th July 2020 be approved and they were signed by the Chair.

31.20 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:**
No declarations of interest were received.

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

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.

32.20 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:

38.18b. Borough Cross: *An item is on the agenda.*

48.18 Emergency Plan: *Completed as far as possible and sent to councillors in June but still awaiting comments from councillors before it goes to next step.*

58.18 Defibrillator in Charlton: *Dave Watton has agreed to check for the electricity supply in the next month.*

17.19 Painting of Iron Bridge and to make recommendations on how it should proceed to the Parish Council: *This has been delayed due to the requirement to source new quotes.*

25.19 Memorial Gardens restoration: *This is delayed and won't be able to be completed until after October 2020.*

Public Bins: *An item is on the agenda.*

26.19 Conversion of accessible toilet to a 'Stoma Friendly' toilet: *This project has been completed.*

37.19: Signage: *All playground and public toilet signage installed. Awaiting installation of signage at cemetery because it requires 2 people.*

42.19: Play Inspection Memorial Gardens: *This is an item on the agenda.*

09.20: WW11 Memorial Bench: *This was installed on 3rd August.*

12.20 Bridge over the Avon project once drawings, topographical and ecology reports are received: *The Contractors have been instructed and the PC has deferred the decision to submit the application at a future meeting.*

13.20: Footpath beside Iron Bridge: *The Clerk has been advised by the Rights of Way Officer, Alex Howson, that he sent a letter in July and that the resident has 'now made a reasonable effort in cutting the hedge back'. He is planning to write to them again the autumn to ask that they cut it back further so it does not grow over the path next summer.*

33.20 To review the identified dates and actions appropriate to the Amenities Committee in the Council's three year strategy and to resolve to agree on any further actions or recommendations to be made to the Parish Council: Following a lengthy discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that the recommended changes be made to the Parish Council.

34.20 To resolve to agree on recommendations to be made to the Parish Council for budget allocations for the 2021/22 budget: Following a discussion, Cllr Brentor proposed from the Chair and was RESOLVED that the sum of £15,000 be included in the budget for work at the Cemetery for

the next 3 years and that the Clerk be asked to come up with other ideas and include their proposed costings in the amenities budget lines for the 2021/22 budget. Cllr Cornell, Hall and Watts agreed to carry out an inspection of the cemetery to identify the tasks needing to be done which were to be added to or concur with the list already submitted to the Committee by the Administrative Officer.

- 35.20 To resolve to approve a sum and make a recommendation to the Parish Council for the installation of bollards and cycle stands around the Borough Cross to deter vehicles from parking on the pedestrian area:** Following a discussion, Cllr Watts proposed, Cllr Pearce seconded and it was RESOLVED that a recommendation be made to the Parish Council that the sum of £4,000 being allocated for the which will be carried out by Ringway, an approved Wiltshire Council contractor
- 36.20 To resolve to approve a sum and make a recommendation to the Parish Council for the replacement of a new spotlight beside the Borough Cross:** Following an explanation from the Clerk regarding the requirement to make bespoke casings for the lights as the existing designs were obsolete, Cllr Watts proposed, Cllr Cornell seconded and it was RESOLVED that a recommendation be made to the Parish Council that the sum of £3,500 being allocated for the installation and connection by Dave Watton Electrical Ltd and that both lights be replaced rather than one beside the Borough Cross.
- 37.20 To consider and make recommendations to the Parish Council on what actions should be taken with regard to the telephone box in the High Street:** Following a report from Cllr Hall advising that the telephone box was the responsibility of BT and it was a listed building, Cllr Brentor proposed from the Chair and it was RESOLVED that
- 38.20 To receive an update from the Clerk on the project to restore and replace a number of street name signs and to consider recommending the allocating of a sum to the Parish Council to commence the project:** Following a brief report from the Clerk, Cllr Cornell proposed, Cllr Watts seconded and it was RESOLVED that a recommendation be made to the Parish Council for £1,000 to be allocated for the replacement of 5 street name plates for Warrens Lane, Church Hatch, Twynhams Close, Downlands Close and Long Close West which will be sourced through Wiltshire Council
- 39.20 To consider a quote from Bawdens to maintain a piece of land on the corner of Marie Avenue and Elizabeth Close and whether to add it to the Parish Council Grasscutting contract and make a recommendation to the Parish Council:** Following a brief discussion, Cllr Watts proposed, Cllr Cornell seconded and it was RESOLVED that a recommendation be made to the Parish Council for the quote of £109 to be approved and for the piece of land to be added to the Council's contract for the remainder of the contract term.

40.20 To consider three quotes for the replacement of the noticeboard in Downton Cemetery and to resolve to make a recommendation to the Parish Council: Cllr Watts proposed, Cllr Cornell seconded and it was RESOLVED that a recommendation be made to the Parish Council that the quote from Mike Paton Carpentry of £1,035 be approved and that Perspex be used instead of glass in the doors of the noticeboard.

41.20 To consider quotes for tree maintenance in Downton Cemetery and to resolve to make a recommendation to the Parish Council: The Clerk advised that the quotes from Tree Menders, following the Tree Survey, were still awaited. She said she hoped to have quotes ahead of the forthcoming Council meeting for councillors to consider.

Following a discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that a recommendation be made to the Parish Council for the sum of £2,500 to be allocated for the various tree works identified in the Tree Survey and to await the quotes from the Council's contractor.

42.20 To resolve to note the Play Inspection Reports carried out by the Play Inspection Company: Cllr Brentor proposed from the Chair and it was RESOLVED that the Inspection Reports be noted.

43.20 To consider quotes received for work to be carried out in the play areas and to make recommendations to the Parish Council: Following a discussion and a selection process in terms of priority works to be completed, Cllr Brentor proposed, Cllr Watts seconded and it was RESOLVED that a recommendation be made to the Parish Council for the quote of £1,860 from Redlynch Leisure to be approved for the work required identified in the Council's play inspection reports received from the Play Inspection Company.

44.20 To consider a quote from Idverde to install and replace a number of public bins in the parish and to resolve to make a recommendation to the Parish Council: Cllr Cornell proposed, Cllr Watts seconded and it was RESOLVED that a recommendation be made to the Parish Council for the quote of £581.32 to be accepted for the installation and replacement of 8 public bins on the highway and in the Moot Lane Recreation Ground.

45.20 Next meeting: Cllr Brentor confirmed the date of the next meeting as Monday 23rd November 2020 at 7.30 pm.

With no other business, the meeting closed at 9.10 pm.