

DOWNTON PARISH COUNCIL



5th October 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/91561174203?pwd=eFIQQzJIRUhjUTViZEhUbUJ3QTgzUT09>

Meeting ID: 915 6117 4203

Passcode: 302162

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 12th October 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

157.20 Election of Chair

To elect a Chair. [LGA 1972 s15 \(1\)](#)

158.20 Election of Vice-Chair

To elect a Vice-Chair. [LGA 1972 s15 \(6\)](#)

159.20 Public Question Time

To receive questions and statements from members of the public. [Public Bodies \(admissions to meetings\) Act 1960 s1 extended by the LG Act 1972 s100](#)

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

160.20 Unitary Councillor's Report

To receive a short verbal report from Cllr Richard Clewer.

161.20 Apologies

To receive and accept apologies from Councillors. [LGA 1972 s85 \(1\)](#)

162.20 Minutes

To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 14th September 2020. [LGA 1972 sch 12, para 41\(1\)](#) [\(Appendix A\)](#)

163.20 Declarations of Interest and Dispensation Requests

- 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. ([Disclosable Pecuniary Interests Regulations 2012 \(SI 2012/1464\)](#) (NB this does not preclude any later declarations).
- b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered. [Localism Act 2011 s33\(b-e\)](#)

164.20 Business Raised During Public Question Time

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.

165.20 Planning and Tree Works Applications

To consider responses to the following Planning Applications: [Town and Country Planning Act, 190 sch.1 para.8](#)

20/07001/FUL 9 Green Lane, Downton - Demolish existing conservatory, and erect single storey flat roof extension to the rear of the property. Addition of a glass balustrade to the top of the existing garage.

20/07708/FUL 63 Catherine Crescent, Downton - Proposed single storey extensions and alterations.

20/08346/PNEX 3 Haydon Close, Downton - Prior Notification (larger home extension scheme) - Single storey rear extension with rear projection of 4 metres with eaves height of 2.25 metres and maximum height of 3.45 metres.

20/07926/TCA The Borough Dental Practice, 58 The Borough, Downton - Holly tree - overall reduction of 30% Weeping Willow tree - crown raise to 5m Ash tree – fell.

20/07802/TPO 32 Greenacres, Downton - Western Cedar - Raise crown by 20% - 2 metres Scots Pine 2 - Remove selected Branches

20/08288/TCA Foxes Sleep, 42 The Borough, Downton - Japanese Angelica - Crown lifting , Approx 7 lower branches need removing.

20/08430/TCA 73 The Borough, Downton - Fell 1 Cherry Tree.

166.20 Planning Application Decisions

To resolve to note the decisions on recent applications.

167.20 Consultation

To consider a recommended response devised by the New Housing Development Committee to the Ministry of Housing, Communities & Local Government's consultation entitled 'Planning for the Future'. (Appendix B)
<https://www.gov.uk/government/consultations/planning-for-the-future>

168.20 Protocol for the Formation and Operation of Working Groups

To consider and resolve to approve the Protocol for the Formation and Operation of Working Groups. (Appendix C)

169.20 Terms of Reference for the Neighbourhood Plan Review Working Group

To consider a recommendation from the New Housing Development Committee to approve the Terms of Reference for the Neighbourhood Plan Review Working Group to be set up to consider and recommend the areas for review in the Downton Neighbourhood Plan. (Appendix D)

170.20 Plastic Free Community Steering Group Litter Pick

To consider a proposal from Cllr Brentor to commend the litter pick being carried out by the Steering Group in the next month.

171.20 Recommendations from the Amenities Committee

To consider the following recommendations from the Amenities Committee:

- a. To approve a quote of £109 from Bawden Contracting Services Ltd, the Council's grasscutting contractor, to maintain a piece of land on the corner of Marie Avenue and Elizabeth Close and to add it to the Council's contract for the remainder of the contract term. [Open Spaces Act 1906 ss 9&10](#)
- b. To approve a quote of £1,035, selected from 3 quotes provided, from Mike Paton Carpentry for the replacement of the noticeboard in Downton Cemetery. [LGA 197 Section 111](#)
- c. To approve a total quote of £1,860 from Redlynch Leisure to carry out repairs and replacement works to the Council's play equipment in accordance with the Council's play inspection reports received from the Play Inspection Company. [Open Spaces Act 1906 ss 9&10](#)
- d. To approve a quote of £581.32 from Idverde for the installation and replacement of 8 public bins on the highway and in the Moot Lane Recreation Ground. [Litter Act 1983 ss 5&6](#)
- e. To approve the sum of £4,000 being allocated for the installation of bollards and cycle stands around the Borough Cross to deter vehicles from parking on the pedestrian area which will be carried out by Ringway, an approved Wiltshire Council contractor. [Highways Act 1980 s274A](#)
- f. To approve the sum of £3,500 being allocated for the installation and connection by Dave Watton Electrical Ltd of two new replacement spotlights beside the Borough Cross. [Parish Councils Act 1957 s3](#)

- g. To approve the sum of £1,000 being allocated for the replacement of 5 Street Name Plates for Warrens Lane, Church Hatch, Twynhams Close, Downlands Close and Long Close West to be sourced through Wiltshire Council.
[Public Health Act 1925 s19](#)
- h. To approve the sum of £2,500 being allocated for various tree works, as set out in the Tree Survey conducted by Tree Menders, to be carried out in Downton Cemetery, the Memorial Gardens and the Moot Lane Recreation Ground and, where appropriate, when planning permission for tree works in a conservation area has been received. [Open Spaces Act 1906 ss 9&10](#)

172.20 Committee Reports

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

New Housing Development Committee: To receive a short verbal report on a recent meeting from Cllr Hall.

Staffing Committee: To receive a short verbal report on a recent meeting from Cllr Cornell.

173.20 Committee Minutes

- a. To receive and note the Minutes of the New Housing Development Committee held on Thursday 10th September 2020. [\(Appendix E\)](#)
- b. To receive and note the Minutes of the Staffing Committee held on Thursday 21st May 2020. [\(Appendix F\)](#)
- c. To receive and note the Minutes of Amenities Committee held on Monday 27th July 2020. [\(Appendix G\)](#)

174.20 Representative and Working Group Reports

To receive reports from Council representatives and members of Working Groups.

175.20 Payments

To resolve to approve the payments for October. [LGA 1972 s150 \(5\)](#) [\(Appendix H\)](#)

176.20 Accounts for Payment

To resolve to approve the sum of £16,308.81 as the Accounts for payment for October and to record the bank balances. [\(Appendix H\)](#)

177.20 Clerk's Report

To resolve to note the Clerk's report providing information on recent issues and work completed. [\(Appendix J\)](#)

178.20 Correspondence

To resolve to note the Correspondence received. [\(Appendix H\)](#)

179.20 Date of next meeting

To resolve to note the date of the next meeting to consider the Budget for 2021/22 as Monday 28th October 2020 at 7.30 pm and to be held on Zoom.

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.