



Minutes of the Meeting of the Amenities Committee held on Monday 24th January 2022 November at 7.30 pm.

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

Two members of the public were present.

47.21 Public Question Time

A member of the public thanked the Council for organising the installation of the bollards around the Borough Cross.

48.21 Apologies

The Clerk advised that apologies had been received from Cllr Mace due to a personal commitment.

49.21 Minutes

The Committee RESOLVED to approve the Minutes of the meeting held on Monday 22nd November 2021, with 1 abstention from Cllr Watts, subject to a change being made to Minute 32.21 stating that Cllr Jones was elected Chair for the meeting. They were subsequently signed by the Chair.

50.21 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.

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.

51.21 Matters Arising and Actions Taken

The Committee RESOLVED to note the matters arising and actions taken from the Minutes:

48.18 Emergency Plan: Council approved its format at the July meeting it is on my task list to complete for adoption.

58.18 Defibrillator in Charlton: There is an item on the Agenda setting out costs and other options with regard to a grant application to the Southern Wiltshire Area Board.

35.20: Bollards around the Borough Cross: These have been installed.

38.20: Street Names Signs: Replacement sign for Warrens Lane awaited.

40.20 Refurbishment of cremated remains are at Downton Cemetery: Awaiting specification from Cllr Watts and once that's received a spreadsheet showing the tasks to be carried out at the Cemetery in priority order can be drawn up.

67.20 & 25.21 Dog Bins: New 110 litre dog bin has been delivered and will be installed in next 2 weeks. The 2 other dog bins will be relocated to site behind the pinch point and to the lamp post opposite Doctors Alley.

Handyperson Poster: Revised poster prepared and displayed but still no responses have been received.

09.21 Downton Memorial Centre: Officers will be meeting with roofing contractors in early February.

11.21 Work to Moot Lane Corner: The tree works application is awaiting permission from Wiltshire Council's Tree Officer. Ridleaves will then carry out the work.

14.21 Bramble Removal in Moot Lane Recreation Ground: The Admin officer is in the process of sourcing a contractor to carry out the work.

15.21 In Bloom Planter Signs: Time2Display in Burgate who produced the play area and Memorial Centre signs are liaising with Amberol, the suppliers to either supply a sticker (with high bond adhesive) or a dibond panel and for them to supply an artwork template for sizing. This has not been a priority for officers to follow up.

26.21 Cemetery Fencing: Officers are still awaiting a statement being drafted by the communications working group before meeting with residents who object.

41.21 Replacement of Panels in Bus Shelter beside The Bull Hotel: This has been completed by GW Shelters.

43.21 Tannery Bridge Fencing: This has been completed, was damaged and then repaired again.

52.21 Downton Cemetery Fees

Following a discussion, Cllr Brentor proposed, Cllr Randall seconded and it was RESOLVED that a recommendation be made to the Council that the fees be increased by 5 percent in fees for 2022 and that the fees associated with the burial of children be removed.

53.21 Burials at Downton Cemetery

Following a lengthy discussion, Cllr Watts proposed, Cllr Randall seconded and it was RESOLVED that the Clerk would investigate the eligibility criteria applied by other town and parish councils for the Committee to consider at a future meeting before any recommendations were made.

54.21 Replacement Bins

Cllr Watts proposed, Cllr Brentor seconded and it was RESOLVED that a recommendation be made to the Council to approve the combined quote of £612.69 for the purchase and of 4 new bins from Wiltshire Council to replace existing damaged bins and their installation by Idverde.

55.21 Dog Waste Bin in Wick Lane

Following a discussion, Cllr Watts proposed, Cllr Brentor seconded and it was RESOLVED that a recommendation be made to the Council to approve the quotes of £240 for the installation of a Dog Waste Bin in Wick Lane in the vicinity of the entrance to the overflow car park to the Downton Leisure Centre site and £185.12 per annum to be added to the Council's waste bins collection contract with Idverde Ltd.

56.21 Road Nameplate and Nameplate Restoration Project

Following a discussion, Cllr Brentor proposed, Cllr Cornell seconded and it was RESOLVED that a recommendation be made to the Parish Council for it to allocate £1,000 to the purchase and installation of new road nameplates for Castle Meadow, Moot Lane, Roman Meadow and the relocation of the existing sign in Avon Meadow. It was also agreed that £300 be allocated to the nameplate restoration project for materials to be purchased for the volunteers.

57.21 Defibrillator Project Proposals

Following a detailed discussion, Cllr Brentor proposed, Cllr Cornell seconded and it was RESOLVED that phase 1 of the Administrative Officer's report be recommended to the Parish Council with the purchase of 1 defibrillator, 2 Cabinets and training for residents to be part-funded through a grant from a Southern Wiltshire Area Board at a cost to the Council of £1335.

It was agreed that the funding for the replacement of the Council's existing defibrillators, which will need replacing in the next 2 years, be considered in 6 months' time.

58.21 Electrical Inspection of Public Toilets

Cllr Watts proposed from the Chair and it was RESOLVED to note the accepted quote of £375 from Dave Watton Electrical Ltd to carry out the electrical inspection of the Public Toilets on Thursday 10th February 2022, the cost for which was approved by the Clerk using her delegated authority to spend contained in the Council's Financial Regulations and this will be ratified at the next meeting of the Council.

59.21 Next meeting

The Committee RESOLVED that the next meeting be held at the Memorial Centre on Monday 28th March 2022 at 7.30 pm.

However, this meeting was deferred by a month to Monday 25th April 2022.

With no further business, the meeting closed at 8.45 pm.