

DOWNTON PARISH COUNCIL



To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 11th April 2022 at 8.00 pm. This meeting will be held in the Memorial Hall at the Downton Memorial Centre, The Borough, Downton for the purpose of transacting the following business.

**Bev Cornish CertHE, PSLCC
Parish Clerk and Responsible Finance Officer
4th April 2022**

All present are encouraged to follow all HM Government Guidance on COVID-19:

- Masks to be worn.
- Please use the hand sanitiser on arrival.
- Please read the Council's revised Covid-19 Risk Assessment.
- Please **do not** attend if you have any recognised Covid-19 symptoms.

The Chairman will confirm whether the meeting may be filmed, photographed or audio recorded. If any member of the public present at the meeting objects, please inform 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 questions or statements to be made by members of the public for a maximum time of 15 minutes. Members of the public are asked to restrict their comments and/or questions to three minutes.

Agenda

393.21 Co-option

To consider an application from Mr Stuart Carter to fill the vacancy in the Charlton All Saints Ward and to resolve to approve his co-option. [LGA 1972 s 87\(2\)](#)

394.21 Public Question Time

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

395.21 Apologies

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

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

397.21 Minutes

To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 28th March 2022. [LGA 1972 sch 12, para 41\(1\)](#) (Appendix A)

398.21 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 \(b-e\)](#)

399.21 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.

400.21 Planning and Tree Works Applications

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

PL/2022/02532 9 Downlands Close, Downton - Two storey side extension.

PL/2022/02297 Hamilton House & Emma Cottage, Barford Lane, Downton - T1 Yew - Cut back low lateral limbs hanging over lawn by approx 2.5m to reduce shading T2 Bay hedge - Remove, causing damage to wall.

PL/2022/02195 4 Elizabeth Close, Downton - Replace existing side extension with new to create larger hallway, open plan family room and garden room. Introduction of render to front elevation and additional windows.

PL/2022/01701 &

PL/2022/02153 Waterside Mill, High Street, Downton - Replacement of front entrance steps and rear conservatory and access steps.

PL/2022/01936 130 The Borough, Downton - Birch (T1) - Remove, small specimen, limited future Birches x 2 (T2) - Crown raise by up to 3.2m, to maintain sensible access Crack Willow (T3) - Crown raise by up 5m to lessen likelihood of failure. Indian Bean tree (T4) - Re-pollard to old points, ongoing maintenance Magnolia (T5) - Selective reductions of over-extended laterals.

401.21 Planning Application Decisions

To resolve to note the decisions on recent applications.

402.21 Downton Bowls Club Grant Request

To consider a grant request for a contribution towards the purchase of a new lawnmower as well as support for an Area Board grant application. [LGA 1972 s137](#)

403.21 Charlton All Saints Grant Request

To consider a grant request for a contribution of £500 towards the village's Platinum Jubilee Weekend of Events on 3rd and 5th June 2022. [LGA 1972 s145](#)

404.21 Platinum Jubilee Flypast

To accept and note the successful application to the RAF Air Events Team and the offer of a Lancaster from the Battle of Britain Memorial Flight to complete a flypast along The Borough on the afternoon of Saturday 4th June 2022.

405.21 Representative Reports

Public Meeting to form the Steering Group for the Revision of the Neighbourhood Plan: To receive a short verbal report from Cllr Brentor.

406.21 Payments

To resolve to approve the payments for April:
£8,964.81 Public Works Board Loan – 1st instalment
£910.00 Maranji Commercial & Domestic Cleaning
£798.53 Bawden Managed Landscapes (final payment)
£82.25 Idverde
£28.79 Ionos
£304.80 Microshade – Finance package hosting service
£2.86 West Mercia Energy
£155.00 Downton Memorial Centre
£2,160.00 Ridleaves - Tree Works

407.21 Accounts for Payment

To resolve to approve the sum of £19,467.90 as the Accounts for payment for April and to record the bank balances. [\(Appendix B\)](#)

408.21 End of Year 2021/22 Balances

To resolve to approve and note the revised end of year balances in light of all March payments not being authorised and paid by end of year.

409.21 Correspondence

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

410.21 Clerk's Report

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

411.21 Date of next meeting

To resolve to note the date of the next meeting, the Council's Annual Meeting, as Monday 9th May 2022 at 7.30 pm to be held in the Bonvalot Room at the Downton Memorial Centre.

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.