



Minutes of the Ordinary Meeting of the Parish Council held on Monday 11th April 2022 at 8.10 pm in the Memorial Hall of the Downton Memorial Centre, The Borough, Downton.

Present: Cllr Brentor (Chair) and Cllrs Hall, Jalland, Jones, Mace, Randall, Roberts and Watts.

In attendance: Unitary Cllr Richard Clewer, Wiltshire Council
Mrs Bev Cornish, Parish Clerk

Also present: Eight members of the public.

393.21 Co-option

Downton Parish Council RESOLVED to approve the application from Mr Stuart Carter to be co-opted to the vacancy in the Charlton All Saints Ward in his absence due to a holiday commitment.

394.21 Public Question Time

A member of the public advised that he would not now be able to undertake the lighting of the Beacon for the Platinum Jubilee on Thursday 2nd June. He said that perhaps the Parish Council could consider lighting it but advised that new rules meant that a Gas Safe Engineer was required to light it. He also said he was organising another event in the Memorial Gardens on the same evening which would be raising money for Downton Primary School. He asked the Council for permission to use the Memorial Gardens for the event and said that the certificate of insurance and risk assessments would be provided for it.

A member of the public expressed her thanks to officers for arranging for the painting of the bollards and the replacement lights around the Borough Cross which looked very good.

395.21 Apologies

No other apologies were received.

396.21 Unitary Cllr Richard Clewer: Cllr Clewer reported that:

- Following the queries raised at the Annual Parish Meeting, it would be worthwhile the Council considering the setting up of Community Speed Watch group as these had been successful elsewhere in Wiltshire.
- He also advised that in some parts of Wiltshire there were Street Watch teams comprised of local volunteers which patrolled their local areas.
- All incidents of anti-social behaviour or crime should continue to be reported to the police either on 111 or online on <https://www.wiltshire.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

397.21 Minutes

Downton Parish Council RESOLVED to approve the Minutes of the Ordinary Meeting held on Monday 28th March 2022 as a correct record and they were signed by the Chair.

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:**

Cllr Mace declared a personal and non-pecuniary interest in Minutes 406.21 and 407.21 in view of his role as a trustee of the Downton Memorial Centre and did not vote.

- b. **To consider any Dispensation Requests received by the Parish Clerk and not previously considered:**

The Clerk confirmed that no dispensation requests had been received.

399.21 Business Raised During Public Question Time

Cllr Brentor proposed from the Chair and it was RESOLVED that the following responses and actions to questions be approved:

- The Clerk will investigate the lighting of the Beacon.
- The Clerk will add the member of the public's request to use the Memorial Gardens on 2nd June to the next Agenda but that they had permission 'in principle' subject to the necessary documentation being provided.
- The member of the public's comments on the bollards and lights were noted.
- Cllr Brentor would follow up the positive views on the setting up of Street Watch and Speed Watch teams with the local Neighbourhood Watch Co-ordinator.

400.21 Planning and Tree Works Applications

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

Downton Parish Council RESOLVED to support the application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

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: Downton Parish Council RESOLVED to support the application but wished to point out that the Yew Tree is not owned by the applicant.

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: Downton Parish Council RESOLVED to support the application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

PL/2022/01701 &

PL/2022/02153 Waterside Mill, High Street, Downton - Replacement of front entrance steps and rear conservatory and access steps: Downton Parish Council RESOLVED to support the application on the grounds that it was compliant with Core Policies 57 and 58 of the Wiltshire Core Strategy. It also supported the comments made by the Conservation Officer.

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: Downton Parish Council RESOLVED to support the application.

401.21 Planning Application Decisions

Downton Parish Council RESOLVED to note the following decisions:

PL/2022/01137 2 Crossways Close, Downton –
Two Storey Four Bedroom House with Double Garage Refuse

PL/2022/01332 The Cottage, Trafalgar Gardens,
Standlynch - Single storey extension to west (side) of cottage,
provision of 2 car parking spaces and associated works Approve with conditions

PL/2022/00912 &
PL/2022/00862 44 High Street, Downton –
Replacement Windows Refuse

PL/2022/00436 92 The Borough, Downton –
Erection of a wooden summerhouse Approve with conditions

PL/2022/00547 South Lane Cottage, South Lane, Downton
- Proposed two storey extension, porch, lean-to, swimming
pool, floor plan redesign, facade alterations and
all associated works. Approve with conditions

PL/2022/00822 Ashley House, Lower Road, Charlton
All Saints - Single storey rear/side extension, proposed
car-port and security walls to front of house. Approve with conditions

PL/2022/01340 The Moot, Moot Lane, Downton –
Various tree works No objection

PL/2022/01161 11 Church Leat, Downton –
Various tree works No objection

402.21 Downton Bowls Club Grant Request

Downton Parish Council RESOLVED to approve a grant request for a contribution of £350 towards the purchase of a new lawnmower as well as give support the submission of a grant application to the Southern Wiltshire Area Board.

403.21 Charlton All Saints Grant Request

Downton Parish Council RESOLVED to approve a grant request for a contribution of £500 towards the village's Platinum Jubilee Weekend of Events on 3rd and 5th June 2022.

404.21 Platinum Jubilee Flypast

Downton Parish Council RESOLVED 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: Cllr Brentor gave a detailed report on an open meeting held on 5th April which was attended by approximately 20 people. As a sufficient number of people expressed an interest, small teams had been formed with a co-ordinator to take this work forward.

The Neighbourhood Plan Working Group had examined the existing Plan and it was agreed that only minor narrative updating would be required in most sections but the Plan had to be made consistent with proposed new government planning policy and the new Wiltshire Council Local Plan. The Working Group had agreed that a proposal be put to the Council that it should now be disbanded to allow the Strategy Group to proceed with the process to revise the Plan.

406.21 Payments

Downton Parish Council RESOLVED 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

Downton Parish Council RESOLVED to approve the sum of £19,467.90 as the Accounts for payment for April and to record the bank balances:

Name of Payee	Amount
Public Works Board Loan	8,964.81
Maranji (April)	910.00
Bawden (Grasscutting)	798.23
Idverde (Bin emptying)	82.25
West Mercia Energy(Toilets)	2.86
Downton Memorial Centre	155.00
Microshade – Finance package hosting service	304.80
Ridleaves - Tree Works	2,160.00
Salaries and Pensions	6,061.16
Ionos (website hosting)	28.79
Total	19,467.90

Balances Approved and Noted as at 30.04.2022

Current A/c: £4,462.03 Deposit A/c: £93,132.66

Memorial Hall Extension A/c: £180.39

408.21 End of Year 2021/22 Balances

Downton Parish Council RESOLVED 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.

Current A/c: £13,989.75 Deposit A/c: £108,132.66

Memorial Hall Extension A/c: £180.39

409.21 Correspondence

- Downton Parish Council RESOLVED to note the Correspondence received:
 - Wiltshire Council - Emails regarding:
 - A number of updates on Covid-19 and Wiltshire Council's work.
 - Briefing Note 22-07 Agreement Reached, Waste collection strike has come to an end
 - Briefing Note no 22-09 5-Year Housing Land Supply and Housing Delivery Test
 - Briefing Note 22-10: Electric Vehicle Charging Points Monthly Electoral Register changes
 - Planning Appeal Decision - PL/2021/08631 - 95 Moot Lane, Downton, SP5 3LE - APP/Y3940/D/21/3287348 – Appeal Dismissed by the Planning Inspector
 - Invitation to attend a Briefing on Contextual Safeguarding in Wiltshire - Thursday 30th June : 9.30am – 1pm; Thursday 7th July : 9.30am – 1pm.
- Wiltshire Association of Local Councils – Details of the new adviser who is Mrs Deborah Bourne who takes over from Katie Fielding who left in January.
- PKF Littlejohn - WI0086 Downton Parish Council – 2021/22 AGAR external auditor documentation for external audit.
- Wessex Community Action Newsletter for March.
- Cranborne Chase AONB - Call for Volunteers - Hands-On Heritage Day at the Ancient Technology Centre, Cranborne on 9th and 10th April plus April news and events.
- Mobile Post Office – Email advising that post office won't be visiting on Friday 15th and Friday 22nd April.

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Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

.....Date.....5

7. Email resident – commenting on the new contractor for grasscutting and advising that impressions are good, they are doing a far better job (neater, tidier and more comprehensive) than the previous contractors.
8. Email resident – requesting a tidy up in the playground at Charlton and for new and better play equipment.
9. Email non-resident – offering a contribution towards the installation of new play equipment in Charlton All Saints.
10. Email resident – regarding ownership of land on corner of Elizabeth Close.
11. Email resident – regarding broken branch to horse chestnut tree in Moot Lane.
12. Email resident – regarding dog fouling in Downton Cemetery.
13. Emails resident – regarding anti-social behaviour and theft of equipment in Downlands Close followed by information on setting up a neighbourhood watch scheme.
14. Email resident – commenting that they do not support the ‘hike’ in the council tax and do not think that ink having a loan for more play equipment is appropriate and only the money available should be used.
15. Email residents – asking for the increase in the council tax to be reversed in view of the increase in utility bills being faced by residents which may lead to them getting into debt.

410.21 Clerk’s Report

Downton Parish Council RESOLVED to note the Clerk’s report providing information on recent issues and work completed:

Vacancies

The Council has six councillor vacancies. Notices are on the noticeboards for co-option to all six vacancies.

Amenities

1. **New waste bins** –7 new bins installed on Thursday 17th March, one was re-sited to Wick Lane on the corner of the entrance to Mesh Pond and the bin in Moot Lane Recreation Ground fixed to the ground again. 2 others to be moved from Co-op carpark in April/May when Co-op work completed and these will replace two older existing bins in Downton.
2. **Bus shelter panels** – panels, to include an additional large panel in one of the bus stops at Charlton All Saints, to be fitted by the end of April.
3. **Moot Lane Corner** – tree work completed and the ground prepared ready for grass seed.
4. **Road nameplate refurbishment**– A number of road nameplates have been cleaned and repainted between Marie Avenue and Wick Lane. 2 more volunteers required to help cover other areas within the parish.
5. **Missing road nameplate**– a new sign has been ordered for Moot Lane. Awaiting installation date.
6. **MyWiltsapp** – potholes have been reported in a number of locations around the parish. Some have already been filled.
7. **Bollards throughout the High Street/The Borough** – work started to clean and repaint bollards in the Borough on Friday 25th March and continued on Friday

1st April to complete the work, up through to the High Street. Signs were put out and social media was used to inform residents.

8. **Play areas** – a number of tasks have been identified by the recent play inspection reports and contractors have visited to review the work to be undertaken. Goal posts have been removed at the Memorial Gardens following the play inspection report.
9. **Dog bins** – a new larger bin has been installed at the end of Gravel Close and two other bins have been re-sited following resident feedback (gravel close bin relocated to watermeadows at pinch point and Hamilton Park dog bin relocated to street light near the pavement opposite Doctors Alley).
10. **Defibrillators** – order placed with Community Heartbeat Trust for defib and cabinet for Charlton and new cabinet and installation of existing machine at Wick Lane Social Club. Await delivery and installation timescales. Telephone box to be refurbished in Charlton before defib installed.
11. **Heritage Signs** – Current liaison with Mr Walker from the Downton Society regarding locations and designs for 3 signs. A price has been obtained from ‘Time to Display’ for signs. Mr Walker to identify potential locations for the signs and gain permission for the three signs.
12. **Play area refurbishment project** – a visit took place with Cllr Jalland to meet the School Council members at The Trafalgar School to get their views and ideas about the play areas and the sorts of equipment they would like to be included. A date is in the process of being agreed to carry out the same meeting with Downton Primary School.
13. **Lights at Borough Cross** – the new lights have now been fitted and the barriers removed. Checks regarding the supply now need to be completed so that they work in conjunction with the street lighting.
14. **Grasscutting** – New contractor Idverde commenced with the parish grasscutting on Tuesday 5th April. An additional cut will take place in advance of Cuckoo Fair on Monday 25th April.

15. Kissing Gates on Barford Down

The installation of the kissing gates will now take place in mid-May.

411.21 Date of next meeting

Downton Parish Council RESOLVED 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.

There being no other business, the meeting ended at 9.20 pm.

Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.