

DONHEAD St MARY PARISH COUNCIL

Parish Clerk; Mrs Clare Churchill

1 Tower Farm Cottages, Quidhampton, Salisbury. SP2 9AA

Tel; 01722 743027

Email; clerk@donheadstmaryparishcouncil.org

Website; www.donheadstmaryparishcouncil.org

29th December 2020

Cllrs.

You are hereby summoned to a Virtual Meeting of Donhead St Mary Parish Council to be held on 6th January 2021 at 7.15pm.

This meeting will be held virtually using zoom.

In accordance with the Local Government Act 1972 sch 12 paras 10 and 26.

If you are unable to attend please inform the Clerk as soon as possible, should you be unable to attend and have an action on the agenda (update, report etc) please could you forward this to the Clerk before midday on Wednesday 6th January 2021.

Please remember that any requests for dispensation must be made prior to the start of the meeting.

The running order of the Agenda is at the discretion of the Chairman and may not always follow the sequence as listed. In order to ensure being present during the consideration of an Agenda item (wherever it may appear on the list of items to be considered), Councillors and members of the public are advised to be present at the meeting from the time given above.

Council 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 and Disorder, Health and Safety and Human Rights. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01722 743027) at least 24 hours before the meeting so that every effort may be made to provide access.

Regards

Clare Churchill

Clerk to Donhead St Mary Parish Council

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Agenda for a Virtual Meeting¹ of Donhead St Mary Parish Council to be held on Wednesday 6th January 2021 at 7.15pm.

This meeting will be held using zoom.

Click [here](#) to access the meeting

Meeting ID 834 0797 8946

Password 005590

At the start of the meeting there is an opportunity for questions or statements from members of the public on any matter concerning the village, no parishioner may speak for more than 2 minutes.

Alternatively members of the public can email comments to the Parish Clerk which will then be read out at the meeting.

To receive a brief report from Wiltshire Cllr Deane.

AGENDA

1003. Apologies for absence and to consider whether to approve the reasons given.

Council is asked to note the resignation of Mr S Miles, this now leaves two vacancies on the parish council *Local Government Act 1972 s85(1)*

1004. Council meeting minutes - to confirm and sign the minutes of the parish council meeting held on 4th November 2020.

Local Government Act 1972 sch 12, para 41(1)

1005. Interests.

- (i) Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr's register of interests.
- (ii) In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

Cllrs are reminded that it is their responsibility to ensure their register of interests on the WC website is kept up to date.

1006. Exclusion of the press and public. To agree, if required, any items to be dealt with after the public, including the press, have been excluded under.

Public Bodies (Admissions to Meetings) Act 1960 and Local Government Act 1972 ss100

1007. To receive an update on the Lease to Donhead St Mary Sports Club.

Documentation received from the Charity Commission re the Remembrance Field has been emailed to the Solicitor.

1008. To receive an update on the Remembrance Field Charity.

PLANNING

1009. To respond to WC on the following planning application;

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.

(i) **20/09950. The Lake House at the Old Barn, Middle Coombe.** Conversion and reuse of redundant lakeside building to a residential dwelling (Use Class C3) with minor extension, access improvements, landscaping and associated works.

[The Lake House](#)

1010. To consider how to respond to any planning applications made after the publication of the agenda.

1011 To note the following tree application.

20/11278. The Malthouse, Donhead St Mary. Fell Willow.

[The Malthouse](#)

1012 To note any tree applications received after the publication of this agenda.

1013. To note the following planning decisions, full details are available online.

20/04702. Ashgrove Farm, Higher Ashgrove. APPC

20/07800. Mill House, Cat's Hill Lane. APPC.

20/08369. Land adjacent to Willowbrook, 37 Ludwell. APPC

20/08804. Oak Cottage, Berrywood Lane. APPC

20/06835. Land and building at Charlton – this application has been withdrawn.

1014. Breaches of deemed planning consent. To receive information relating to any breaches of planning within the parish. Please note that any person with concerns regarding planning breaches should contact the Local Planning Authority (WC) and report their concerns directly.

1015. Update of Actions of the Minutes dated 4th November. To note the following. All other actions appear as agenda items.

1016. Year ending 31st March 2021.

(i) To note the balance of the accounts.

Opening balance £32,084.71

Total receipts £24,380.49

Total payments £19,253.30

Closing balance £37,211.90

Of which £17,710.06 is solar fund money (£300 is authorised) and £1,117.74 is ringfenced.

Leaving a balance of £18,384.10

Balance in Lloyds bank account £37,211.90

(ii) **To note payments** made since the last meeting. Only payments authorised at DsM meetings and the monthly standing order has been processed.

(iii) **To authorise for payment** a list of payments

(iv) **To consider quotes for the outstanding tree work at the New Remembrance Field.**

(v) **Solar fund.** To consider requests, for solar fund money.

Council is requested to consider the solar fund tab in the finance spreadsheet.

Council is asked to note that although the solar fund money has been given to the parish, it may only be spent in accordance with the powers of a parish council

The sum agreed for Donhead Sports Club has been transferred following a request from DSC.

The following application was raised at the last meeting with a request for additional information

Donhead St Mary Village Hall. £2,586.40

To replace window panes in 7 windows of the hall. The putty requires painting afterwards for protection. The amount requested is the total cost of the project.

Account and Audit Regulations 2003 reg 4. Local Government Act 1972 s150(5)

1017. Elections in May 2021. There will be parish council elections in May 2021 which coincide with the Unitary and Police & Crime Commissioner elections.

Further information is available from NALC and Wiltshire Council.

Nomination papers must be delivered by 4pm on Thursday 8th April.

Note – the request to reduce the number of Cllrs from 13 to 11 has not yet been agreed, it is likely the change will not be made before the election and so the quorum will remain at 5.

1018. Donhead St Mary Play areas. To note any issues at the following;

- (i) Coronation Drive play area
- (ii) New Remembrance Hall / Field play area.
- (iii) Weekly inspections undertaken by Donhead St Mary PC – to note any issues.
- (iv) Purchase of an additional bin for the New Remembrance play area
- (v) The annual inspection report has been received. To note the reports and the recommended remedial work.

1019. Cemetery

- (i) To receive an update on cemetery matters
- (ii) To receive an update on work to the war memorial.

1020. To receive updates, if available, on the following;

Climate Change
Emergency plan.
Flood Plan

1021. Highway Issues.

- (i) To note matters previously reported to Highways for attention.

Clerk has reported the following issues;

Pavement alongside the A30 at Ludwell Hill
Missing sign at Donhead St Mary.

- (ii) To consider the following issue regarding lorries accessing Middle Combe. Concern has been raised that lorries accessing Middle Combe are damaging the verges and getting stuck as there is no turning facility available.

To consider reporting this matter to the Community Area Transport Group (CATG) with a view to getting a weight limit or complete ban on large vehicles.

It should be noted that a weight limit would not stop the issue as there would be an “except for access” exemption.

A complete ban would apply to all large vehicles including removal lorries.

- (iii) Speeding in the parish.
- (iv) To note any issues that need to be reported to Highways for attention.
- (v) Parish Emergency Assistance Scheme (PEAS) – this has been requested and chased.
- (vi) To resolve to send a letter to any Landowner who has overgrown hedges requiring cutting.
- (vii) Speed Indicator Device. This is shared with Tollard Royal. To receive an update and agree a Cllr who will be responsible with liaising with Tollard Royal on this.
- (viii) Rights of Way. Repair or replacement of stiles (replace with kissing gates) where required. To receive a report from Cllrs Mrs Fortescue and Garnet.

1022. Community Area Status Report. This has been circulated. To make any comments to send to SWWAB.

1023. Parish Council assets.

To agree to the following;

Charlton telephone box – repaint and clean
Coronation Drive telephone box – clean
Church Hill – repaint and clean

1024. To agree what should be submitted to the Donhead Digest – if printed.

1025. Clerk’s Report.

Guide to using MyWilts – circulated by email.

SWWAB met virtually on 11th November

SWWAB will meet virtually on 13th January at 6.30pm

CATG met virtually on 16th December.

CATG will meet on 17th February.

Julie Watts (Highways Engineer for CATG projects) is leaving at the end of February, the post will be advertised.

Changes at Highways with Bill Parks retiring and Chris Clarke taking on the role, other officers have also moved to other positions within WC Highways.

1026. To note items for the agenda of the next meeting. Any items for the agenda should be sent to the Clerk **before** Monday 22nd February 2021.

1027. To confirm the date and venue of the next meeting as Wednesday 3rd March 2021. The venue will be confirmed nearer the date but will either be the New Remembrance Hall or a virtual meeting.

Members of the Public and Press are welcome to attend and are invited to speak if they so wish. If a member of the public wishes to speak, please could they advise the clerk of this intention on arrival?

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