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**](mailto:clerk@donheadstmaryparishcouncil.org)

**Website;** [**www.donheadstmaryparishcouncil.org**](http://www.donheadstmaryparishcouncil.org)

7th March 2019

Cllrs.

You are hereby summoned to a meeting of Donhead St Mary Parish Council to be held on Wednesday 13th March 2019 at the New Remembrance Hall, Charlton at 7.15pm.

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 9am on Wednesday 13th March 2019.

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 Meeting of Donhead St Mary Parish Council to be held on Wednesday 13th March 2019 in the village hall at 7.15pm.**

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.

To receive a report from Wiltshire Cllr Tony Deane.

**AGENDA**

**0621. Apologies for absence and to consider whether to approve the reasons given.**

*Local Government Act 1972 s85(1)*

**0622. Council meeting minutes** - to confirm and sign the minutes of the parish council meeting held on 9th January 2019.

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

**0623. Council meeting minutes** - to confirm and sign the minutes of the parish council planning meeting held on 2nd February 2019.

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

**0624. Chairman’s announcements.**

**0625. Interests.**

1. Cllrs to declare any Disclosable Pecuniary Interestsrelated to any matters to be considered in this agenda that do not appear in the Cllr’s register of interests.
2. 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.

**0626. Exclusion of the press and public.** To agree 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*

**0627. Co-option of Cllr.** There are 2 vacancies on Donhead St Mary PC, all of which may be filled by co-option.

To co-opt up to 2 Cllrs onto Donhead St Mary Parish Council.

**PLANNING**

**0628. To respond to Wiltshire Council on the following planning application.**

1. **19/01108. Berrywood Barn, Berry Wood Lane.** Change of use of Berry Wood Barn from domestic storage to residential use. Demolition of two outbuildings and retention of shed for domestic use. Associated landscaping.

**0629. To consider how to respond to any** **planning applications** made after the publication of the agenda.

**0630. To note any** **tree applications** made after the publication of the agenda.

**0631. To note the following planning decisions.** Full details are available online.

**18/11544. Land to the Northwest of Lower Ashgrove Farm, Higher Ashgrove, Ashmore.**

Shoot facilities and accommodation for visiting guns and beaters for Ashgrove Farmstead (revision to previously consented scheme - S/2012/1329/FUL).

Approved with conditions

**18/11972. Oak Cottage, Berrywood Lane, Donhead St Mary.** Replace existing garden shed with a timber shed for domestic purposes ancillary to Oak Cottage

Approved with conditions.

**19/00362. Boundary Cottage A30 Southeast Past Peckons Hill Farm To Dennis Lane Ludwell**. Remove two existing garden sheds and replace with new shed.

Approved with conditions

**19/00834/OHL. Tisbury Electricity Circuit**. Replacement of Wooden Electricity Poles on the Tisbury (TISB) E4L5 11kV Circuit

Approved

The following application has a target decision date of 15th March

**18/11476. Long Landsley, Salisbury Rd, Donhead St Mary.** Replacement dwelling and garages (demolish existing), erect entrance walls and gates, modify access, erect boundary fencing.

**0632. Update on issues re planning.** The Clerk contacted the Planning Officer re the incorrect response and he rang the Clerk back.

He apologised but the report stated no comments received rather than no comment. It is not clear what happened to the response which was sent but never uploaded.

Planning has to inform the parish of the application but the parish does not have a duty to respond.

It is not possible for the Planning Officers to chase up every council that doesn’t respond although he did note that it was unusual not to hear from Donhead St Mary PC.

The objection received was considered.

The response from DsMPC would not have changed the final decision made on this occasion.

Clerk will check responses are uploaded a few days after they have been sent in future.

**0633. Year ending 31st March 2019.**

## To note the balance of the accounts as of 31st December 2018.

Opening balance £22,566.19

Total receipts £24,010.61

Total payments £21,785.18

Closing balance £24,791.62

Of which £14,604.14 is ringfenced.

Leaving a balance of £10,187.48

Balance in Lloyds bank account £24,791.62

Unpresented cheques £0.00

1. To note payments made since the last meeting.
2. To authorise for payment a list of payments as detailed in the accompanying schedule

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

**0634. Fields in Trust.** To consider registering the New Remembrance Sports Field with Fields in Trust. Please see <http://www.fieldsintrust.org> for further information.

Clerk has enquired about the cost and is waiting to hear back.

**0635. Highway Issues.**

(i) Traffic speed within the parish. Clerk has sent another request for both metrocounts to the road safety team.

(ii) To note any white lines within the parish that need repainting.

(iii) To note the TopTen issues for maintenance within the parish.

(iv) To note matters previously reported to Highways for attention, to include;

Donhead St Mary sign

Pothole in Church Hill covered with carpet

Poor repair of pothole in Front Horse Lane

Grit bins within the parish

(v) To note any issues that need to be reported to Highways for attention.

(vi) To note that CATG and Donhead St Andrew PC is looking at an alternative sign for Brook Hill. The previous plan was expensive and a slighty cheaper variation has been sourced.

(vii) To note highway repairs completed within the parish and to report any concerns to Wiltshire Council

(viii) To resolve to send a letter to any Landowner who has overgrown hedges requiring cutting.

**0636. Recreation areas.**

(i) To note any issues at Play area at New Remembrance Hall

(ii) To note any issues at Play area at Coronation Drive

(iii) To consider repairs required for the fence at the Coronation Drive play area.

(iv) To consider quotes for a replacement gate at Coronation Drive play area.

**0637. Parish Council meeting dates for 2019/20.**

**0638. Future plans at Donhead Sports Club.**

**0639. Wiltshire Boundary Review.** The Boundary Commission has published the draft recommendations for Wiltshire Council wards. The proposal for Donhead St Mary is it remains within Tisbury ward.

Please see the documents by following these links;

[Full report.](http://s3-eu-west-2.amazonaws.com/lgbce/Reviews/South%20West/Wiltshire/Wiltshire/Draft%20Recs/Wiltshire%20Report%20Web.pdf) Pages 49-50 cover Southern Wiltshire which is the current South West Wilts area.

[Map](http://s3-eu-west-2.amazonaws.com/lgbce/Reviews/South%20West/Wiltshire/Wiltshire/Draft%20Recs/Wiltshire_D_SO.pdf)

To respond to the Boundary Commission on the proposal.

Note – Donhead St Mary may comment on other wards as well as its own ward.

The consultation is a public one so parishioners may respond as individuals.

**0640. Polling District and Places review.** Wiltshire Council is currently undertaking a review of all polling places.

[Briefing note - Polling places.](file:///C:\Users\clare\Downloads\Briefing%20Note%20375%20-%20Polling%20District%20and%20Polling%20Place%20Review.pdf)

To respond on the current provision for the parish of Donhead St Mary see pages 24 – 30 of the briefing paper although these questions are to be completed by the Local Authority and Returning Officer.

Wiltshire Council would welcome comments from the Parish Councils if they already are aware of any problems electors encounter with their current polling stations. For example:

* Do electors have problems accessing the polling station?
* Has there been new build which means electors are having to travel large distances to vote at their polling station?
* Is there an alternative venue that is more convenient?

**0641. Wiltshire Housing Site Allocations Plan.** Notification has been received that the Secretary of State has appointed an Inspector to undertake an Examination into the soundness and legal compliance of the Plan.

[Matters / issues](file:///C:\Users\clare\Downloads\Matters%20Issues%20Questions.pdf)

[Programme](file:///C:\Users\clare\Downloads\Programme%20v1.pdf)

[Guidance](file:///C:\Users\clare\Downloads\Guidance%20Note.pdf)

To note the information.

**0642. To receive updates on the following;**

(i) Cemetery at Charlton – to note issues and approve the new burial form (see attached)

(ii) Speed Indicator Device

(iii) Bus shelters within the parish

(iv) Community Orchard

(v) War Memorial.

(vi) Litter issues around the parish

(vii) Emergency Plan

(viii) Flood Plan

**0643. Tree policy for Donhead St Mary.** To consider adopting the tree policy for trees that are the responsibility of the parish council.

**0644. Update of Actions of the Minutes** dated 9th January 2019.

**0645. Best Kept Village competition.** To consider whether the parish should enter this year’s competition.

**0646. To receive reports from Cllrs.**

**0647. To receive a report of a meeting held at Shaftesbury TC on 11th March 2019.** Shaftesbury TC approached DsMPC with regards to proposed planning north east of Shaftesbury. Cllr Rossiter will give a verbal report.

To confirm if DsMPC wish to make a formal response to Shaftesbury TC.

**0648. Clerk’s Report.**

The website is finally live – [www.donheadstmaryparishcouncil.org](http://www.donheadstmaryparishcouncil.org)

Litter pick – nothing from WC except confirmation that the south of the county is still under the advice of “if you didn’t drop it, don’t pick it up”.

WC / SLCC networking day on 9th May. 2 Cllrs may attend.

Attended Practitioners conference, will give a verbal report.

Register of electors received – this is now password protected.

Enquiry re an overgrown tree / hedge – it transpired this was in Donhead St Andrew

Enquiry re the stae of the road in Milkwell – this is in DsA and advised they contact them

WC briefing notes

Attended SWWAB, CATG and CSG meetings

Next SWWAB – 20th March 2019 focus on community housing.

Next CATG 8th May.

Next CSG meeting – tbc

**0649. To agree what should be submitted to the Donhead Digest.**

Defibrillator training

Next meeting date

Annual parish meeting

Planning applications – considered by DsMPC and decided by WC

How to report potholes and other issues

**0650. To note items for the agenda of the next meeting.** Any items for the agenda should be sent to the Clerk before Thursday.

**0651. To confirm the date and venue of the next meeting** as Wednesday 8th May 2019 following the Annual Parish Meeting at 7pm but not to start before 7.15pm.

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?

The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 2 minutes.

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.