**Draft Minutes of a Meeting of Donhead St Mary Parish Council held on 13th March 2019 in the village hall.**

Present Cllrs; Adams, Mrs Beer, Dewey, Feltham, Mrs Fraser and Rossiter (Chairman) and White.

In attendance; Mrs C Churchill (Clerk) and 5 members of the public. WC Cllr Deane

Apologies; Cllrs Mrs Fortescue, Mrs Garnett and Lewis.

Not present; Cllr Miles.

**Questions or statements from members of the public on any matter concerning the village.**

Speed on Charlton Lane including large lorries, it is used as a rat run.

*A metrocount has been requested and it will be looked after the results are received.*

Wilts Cllr Deane stated it should be raised as an issue via the Area Board.

**Report from Wiltshire Cllr Tony Deane.**

Brook Hill warning sign, this failed as a substantive bid and now sourced a revised system which is cheaper. Money is available in CATG fund, Donhead St Andrew are contributing £2000. This is now pending a decision by SWWAB Cllrs.

SID advice – guidelines for putting them up and down.

Litter Pick – issues following Novichok incident.

Potholes - £8m fund.

Police – crime is increasing in the area, parish councils should consider CCTV in the area.

*Clerk will put CCTV on the next agenda.*

Cllr Mrs Beer reported there had been a break in at Horsehill Place.

**The 5 members of the public left the meeting.**

**Cllr Rossiter opened the meeting at 7.38pm.**

**0621. Apologies for absence** were received from Cllrs Fortescue, Garnett (both conflicting social engagements) and Lewis (work).

Donhead St Mary PC resolved to accept the apologies for 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.

Donhead St Mary PC resolved to approve without amendment the previously circulated Minutes, which were taken as read, as a true record of the meeting and these were signed by the Chairman.

*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.

Donhead St Mary PC resolved to approve without amendment the previously circulated Minutes, which were taken as read, as a true record of the meeting and these were signed by the Chairman.

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

**0624. Chairman’s announcements.**

Work has continued at Coronation Drive play area to the fencing and the springer has been removed.

Clerk to check with Highways about moving the SID to the lamppost over the road. Clerk

The SID has made a difference to pedestrians crossing the road.

**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.

None declared.

1. In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

None received.

Cllrs were 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.

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

Donhead St Mary PC resolved to exclude the press and public for agenda item 0651.

Wiltshire Cllr Deane wished that the Minutes recorded his objection to his exclusion.

Clerk advised that as he was not a member or officer of Donhead St Mary PC he was a member of the public.

*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.

There were no persons present to stand but the Clerk has been approached by a member of the public who has requested more information. Clerk will send this. Clerk

**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.

Donhead St Mary PC resolved to support the application.

**0629. To consider how to respond to any** **planning applications** made after the publication of the agenda. There were none.

**0630. To note any** **tree applications** made after the publication of the agenda. There were none.

**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.

Donhead St Mary resolved to note the decisions and the outstanding decision.

**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.

Donhead St Mary PC resolved to note the information.

**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

Donhead St Mary PC resolved to note the financial information.

1. To note payments made since the last meeting. Only the standing orders have been made.
2. To authorise for payment a list of payments.

Donhead St Mary PC resolved to authorise payments totalling £2261.32

Donhead St Mary PC resolved that the cost for the new gate should come from the Solar Fund. Clerk

*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 it has been confirmed that there is no charge.

Donhead St Mary PC resolved that the matter would be reconsidered after the work to the sports club so as to avoid incurring costs for legal fees should legal advice be required once the land has been put into trust.

Donhead St Mary PC confirmed that the land is held in trust by the parish council and therefore nothing could be changed without a parish council meeting which must be advertised and open to the public.

The Deeds are kept within the parish.

The Deeds will be copied and then stored with a solicitor or bank. Cllr Rossiter

Cllr Rossiter will look into registering the land with the Land Registry.

**0635. Highway Issues.**

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

WC Cllr Deane advised that the issue should be reported via the AB issue system.

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

The A30 junctions with Coronation drive and Charlton require repainting.

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

Donhead St Mary sign – previously reported.

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

Donhead St Mary sign – see above.

Pothole in Church Hill covered with carpet – this has been repaired.

Poor repair of pothole in Front Horse Lane. This was reported to highways.

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 slightly cheaper variation has been sourced.

Donhead st Mary PC noted this information.

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

Clerk to check adoption of Coronation Drive.

The link road (Glyn Hill) between Donhead st Mary and Donhead st Andrew.

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

A letter has been sent to Shute Hse re the hedge opposite Donhead St Mary village hall.

**0636. Recreation areas.**

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

Donhead St Mary agreed to the sign for the play area, Clerk to print and laminate.

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

Donhead St Mary agreed to the sign for the play area, Clerk to print and laminate.

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

Cllr Rossiter has attended to this.

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

This payment was approved in 0633.iii

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

Donhead St Mary PC resolved to meet on the first Monday of the month starting in July 2019.

The next meeting will be on Wednesday 8th May as previously agreed.

Clerk will list dates on the next agenda. Clerk

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

A letter from Donhead St Mary Sports Club was read out.

The club requires DsMPC support so that time is not wasted.

Currently there are 4 football, 1 cricket, 1 netball, 5 skittles, 1 darts and 1 cribbage teams.

Donhead St Mary PC resolved to support the project.

Clerk to check if there is any CIL money due. Clerk

It was stated that they could apply for a SWWAB grant but need to obtain DsMPC support (financial) before SWWAB will make a decision.

**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.

Donhead St Mary PC noted the draft proposal.

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

Donhead St Mary PC resolved to note the review and confirmed that the existing arrangements were satisfactory and no alteration was required.

**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.

Donhead St Mary PC resolved to note the information.

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

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

Donhead St Mary PC resolved to approve the use of the new form.

(ii) Speed Indicator Device

Clerk to contact WC Highways re using the lamppost.

(iii) Bus shelters within the parish

Waiting on improved weather before this is started.

(iv) Community Orchard – nothing to report.

(v) War Memorial – no update available.

(vi) Litter issues around the parish – this remains an issue and parishioners continue to pick it up on an informal basis.

(vii) Emergency Plan – no update available.

(viii) Flood Plan – no update available.

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

Donhead St Mary PC resolved to adopt the Tree Policy

The trees to be listed in the policy are on the A30 boundary with the New Remembrance Field and the trees planted in November 2018 (at the NRF). Clerk

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

1. (0590) Cllr Dewey has completed the paperwork, WC has yet to be informed.

2. (0592) Clerk has been quoted various costs for the printing of plans, colour is expensive but black / white can be printed at a reasonable cost.

3. (0605) Clerk has asked WC Highways to contact Cllr Rossiter re the collection of salt.

All other actions appear within agenda items.

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

Donhead St Mary PC resolved not to enter the competition.

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

Cllr Mrs Fraser attended the singing for the brain course in Salisbury (as Dementia champion)

**0647. 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, gave 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 state 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

**0648. To agree what should be submitted to the Donhead Digest.**

Defibrillator training on 17th April

Next meeting date

Annual parish meeting

Planning applications – considered by DsMPC and decided by WC

How to report potholes and other issues

Be safe be seen.

**0649. To note items for the agenda of the next meeting.** Any items for the agenda should be sent to the Clerk before Thursday 25th April.

CCTV in the parish.

**0650. 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.

**0651. To receive a report of a meeting held at Shaftesbury TC on 11th March 2019.** Shaftesbury TC approached DsMPC with regards to proposed planning in the parish of Shaftesbury. Cllrs Fortescue and Rossiter and the Clerk attended the meeting.

Donhead St Mary PC resolved to note the information and expressed appreciation at the co-operation of the neighbouring parish.

**Cllr Rossiter closed the meeting at 9.45pm**