

DOWNTON PARISH COUNCIL



18th September 2018

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 24th September 2018 at 7.30 pm at the Band Hall, Gravel Close, Downton for the purpose of transacting the following business.

Yours sincerely

**Bev Cornish
Clerk to the Council**

The Chairman will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

7.30pm Public Question Time

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

Part 1

Agenda

109.18 To receive apologies from Councillors.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

110.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 10th September 2018.

111.18 Declarations of Interest:

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

112.18 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.

113.18 Using the Parish Council's power under Section 137 of the Local Government Act 1972, to consider a request from the Downton Green Group for a contribution towards the running of a 'Wildlife Day' in The Moot in May 2019 prior to its submission of a grant application to the Southern Wiltshire Area Board.

114.18 To resolve to approve and accept the External Auditor's Report and Certificate for the Annual Governance and Accountability Return for 2017-18 and to note PKF Littlejohn's comments.

115.18 To consider and to resolve to approve the setting up of a Working Group to formulate the 2019/20 Budget and precept and to agree on its membership.

116.18 Date of next meeting - Monday 8th October 2018 at 7.30 pm at the Band Hall, Gravel Close, Downton.

Part 2 - EXEMPT MATTERS - CONTRACTS & LEASES

117.18 Cllr Mace to propose the following resolution – 'That under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business on contracts and leases about to be transacted'.

118.18 To receive a short verbal report from Cllr Mace and, following legal advice received, to consider and resolve to approve revisions to the approved Memorandum of Understanding, to be agreed between the Parish Council, the Memorial Hall Committee and the Downton Community Pre-School.

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.

Any person who may have difficulty with access to the meeting through disability is asked to advise the Clerk on 01725 513874 at least 24 hours before the meeting so that every effort may be made to provide access.