

# DOWNTON PARISH COUNCIL



**Minutes of the Ordinary meeting of the Parish Council held on Monday 24<sup>th</sup> September 2018 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Brentor, Cordell, Pearce, Prince, Ricketts and Sutcliffe.

**In attendance:** Mrs Bev Cornish, Parish Clerk.

**Also present:** No members of the public.

## **Part 1**

**Public Question Time:** No questions or statements were received.

**109.18 To receive apologies from Councillors:** The Clerk confirmed that apologies had been received from Cllr Cornell due to a personal commitment and Cllr Yeates due to illness. Cllr Mace proposed from the Chair and it was **RESOLVED** that the apologies and the reasons for them be noted. No apologies were received from Cllrs Gentle, Mason and Watts who are recorded in these minutes as being absent.

**110.18 To consider and resolve to approve the Minutes of Ordinary Meeting held on Monday 10<sup>th</sup> September 2018:** Downton Parish Council **RESOLVED**, with 1 abstention from Cllr Prince, to approve the Minutes of the Ordinary Meeting held on 10<sup>th</sup> September 2018 and they were signed as a true record by the Chairman.

### **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:**

Cllr Brentor declared a personal and non-pecuniary interest in Minute 113.18 as a member of the Downton Green Group.

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

The Clerk advised that she had not received any requests for dispensations.

**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:** Due to there being no questions or statements from members of the public, no business was referred.

**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:** Following a brief discussion, Cllr Cordell proposed, Cllr Sutcliffe seconded and it was RESOLVED that a grant of £150 be awarded as a contribution towards the event.

**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:** Following a report from the Clerk that the Accounts had been approved and no comments had been received, Cllr Brentor proposed, Cllr Sutcliffe seconded and it was RESOLVED that the Council should approve and accept the External Auditor’s Report and Certificate.

**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:** Following a brief discussion, Cllr Sutcliffe proposed, Cllr Cordell seconded and it was RESOLVED that Cllrs Brentor, Cornell, Mace, Pearce together with the Clerk form the Working Group for the 2019/20 Budget and precept.

**116.18 Date of next meeting:** Cllr Mace confirmed the date of the next meeting as Monday 8<sup>th</sup> 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’:** No members of the public or press were present at this point in the meeting.

**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:** Following a detailed explanation by Cllr Mace of the various changes and reasons for them, Cllr Cordell proposed, Cllr Sutcliffe seconded and it was RESOLVED that the revisions be approved and that Cllr Brentor be delegated to progress the lease in the direction as set out in the amendments to the Memorandum of Understanding.

With no further business, the meeting closed at 8.15 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.*