

DOWNTON PARISH COUNCIL



4th November 2019

To: All Members of Downton Parish Council

You are summoned to an Ordinary meeting of Downton Parish Council on Monday 11th November 2019 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton for the purpose of transacting the following business.

Yours sincerely

Handwritten signature of Bev Cornish

**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.

During the meeting and at the Chair's discretion, the meeting will be opened to enable members of the public to ask questions of and make statements to the Council for a maximum time of 15 minutes. 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.

Part 1

Agenda

185.19 To elect a Chair for the meeting.

186.19 Public Question Time: To receive questions and statements from members of the public.

187.19 Unitary Cllr Richard Clewer: To receive a short verbal report.

188.19 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.

189.19 To consider and resolve to approve the Minutes of the Ordinary meeting held on Monday 14th October 2019.

190.19 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.

191.19 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.

192.19 Planning and Tree Works Applications

19/09691/LBC & 19/10089/FUL Meadowside, 32 Gravel Close, Downton - Replace existing rear conservatory.

19/10063/TCA 16 Gravel Close, Downton - Conifer – Fell.

19/10363/LBC & 19/10102/FUL 18 Lode Hill, Downton - Replacement rear extension.

19/09624/FUL Kingfisher Cottage, Long Close, Downton - Two storey side extension and alterations.

193.19 To resolve to note the decisions on recent applications.

194.19 To consider a recommendation from the Finance & Strategy Committee to approve the revised Financial Regulations and proposed changes issued by the National Association of Local Councils.

195.19 To consider a recommendation from the Finance & Strategy Committee that the revised Risk Register be approved.

196.19 To consider ideas and suggestions for an event or activity to mark the 75th anniversary of VE Day on Friday 8th May 2020.

197.19 To consider a request from the Downton Memorial Hall Committee to install CCTV cameras on the outside of the building.

198.19 To consider a request for a permanent flagpole to be installed above the portico on the Memorial Hall.

199.19 To resolve to elect councillors to the following Committees:

- a. **New Housing Development;**
- b. **Flood Defence and Watermeadows;**
- c. **Complaints;**
- d. **Staffing**

200.19 To consider and resolve to approve the purchase of a refurbished laptop computer for £179.00 for the purpose of advertising local Downton activities and clubs within Downton Surgery as part of a project to be implemented by the Council's Caring Community Working Group.

201.19 To resolve to approve the election of Cllr Cornell as a Parish Council representative on the Brian Whitehead Sport Centre Association.

202.19 To resolve to elect another councillor to the Communications Working Group.

203.19 Committee Reports:

Finance & Strategy Committee: To receive a short verbal report from Cllr Brentor on a recent meeting.

204.19 Representative Reports:

Southern Wiltshire Area Board: To receive a short verbal report from Cllr Mace on a recent meeting at which the focus was on Rights of Way.

Circular Walk: To receive a short verbal report from Cllr Brentor on the recent launch of the Downton circular walk.

205.19 To approve the following payments:

- £805.00 - Maranji Commercial & Domestic Cleaning - November.
- £733.39 - Bawden Contracting Services Ltd - For grasscutting in October.
- £205.63 - Idverde - For bin collection in October.
- £17.19 - West Mercia Energy - For Public Toilets.
- £423.95 - Mr R Moody – Replacement of gate posts at entrance to cemetery.
- 197.85 - Mr R Moody - Work to fascia board and guttering at Memorial Centre.
- £145.20 - Rialtas Business Solutions Ltd - Alpha finance software maintenance.
- £61.64 - Viking - Printer cartridges.
- £37.15 - 1&1 Ionos - Website hosting.
- £558.00 - Gartec - Annual Maintenance for Memorial Centre Lift.
- £20.00 - Downton Band - Hire of band hall for circular walk launch.

206.19 To resolve to approve the sum of £5,463.42 as the Accounts for payment for November and to record the bank balances.

207.19 To resolve to note the Clerk's report providing information on recent issues and work completed.

208.19 To resolve to note the Correspondence received.

209.19 Date of next meeting - to consider the Annual Budget and Precept for 2020/21 - Monday 25th November 2019 at 7.30 pm at the Downton Memorial Centre, The Borough, Downton.

Part 2 – EXEMPT MATTERS

210.19 The Chair 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 about to be transacted’.

211.19 To consider and resolve to agree on the Council’s protocol for Operation London Bridge.

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.