

# DOWNTON PARISH COUNCIL



4<sup>th</sup> August 2020

**Please note: due to the current HM Government's measures for Covid-19, the Parish Council will meet virtually via Zoom. If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting on [clerk@downtonparishcouncil.gov.uk](mailto:clerk@downtonparishcouncil.gov.uk) or 01725 513874. Please be aware that the meeting will be video recorded.**

**To: All Members of Downton Parish Council**

**You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 10<sup>th</sup> August 2020 at 7.30 pm. This meeting will be held virtually<sup>1</sup> for the purpose of transacting the following business.**

Yours sincerely

**Bev Cornish  
Clerk to the Council**

During the meeting and at the Chairman'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.

## Agenda

### Part 1

**89.20 To elect a Chair.**

**90.20 To elect a Vice-Chair.**

**91.20 Public Question Time:**

To receive questions and statements from members of the public.

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

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<sup>1</sup> In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

**93.20 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.

**94.20 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 13<sup>th</sup> July 2020.**

**95.20 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.

**96.20 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.**

**97.20 Planning and Tree Works Applications**

**20/05382/FUL Unit 1, Batten Road, Downton** - Erect portal frame extension to existing building.

**20/06116/TCA 66 The Borough, Downton** - Reducing the crown by a 1 metre on Beech tree in attached plan and photo.

**98.20 To resolve to note the decisions on recent applications.**

**99.20 To elect Cllr Randall to the New Housing Development Committee.**

**100.20 To consider and resolve to agree on an independent person to attend the forthcoming meeting with Persimmon Homes South Coast Ltd to discuss their very early proposal for additional homes in Downton parish.**

**101.20 To consider a recommendation from the Amenities Committee to adopt a Memorial Bench and Tree Policy.**

**102.20 To consider a recommendation from the Amenities Committee to permit the Downton Memorial Hall Committee to take preventative measures to deter anti-social behaviour and access onto the roof of the Memorial Centre.**

**103.20 Committee Reports**

**Amenities Committee:** To receive a short verbal report on a recent meeting from Cllr Brentor.

**104.20 To resolve to receive and note the Minutes of:**

The meeting of the Amenities Committee held on Tuesday 26<sup>th</sup> May 2020.

**105.20 To resolve to approve the following payments:**

- £840.00 Maranji Commercial & Domestic Cleaning - August.
- £748.79 Bawden Contracting Services Ltd - For grasscutting in July.
- £205.63 Idverde - For bin emptying in July.
- £30.57 West Mercia Energy - For public toilets in June & July
- £110.36 Ionos – For website hosting - April-July 2020.
- £1,201.20 David Ogilvie Engineering - For Memorial Bench.
- £72.00 Mr R Moody - For installation of Memorial Bench.
- £1,194 Peter Kent - For Design and Topographical Survey for Downton bridge.
- £36.00 - Lady Haig's Poppy Factory - For poppy wreath.
- £57.56 - Zoom Video Communications Inc - For subscription April-July 2020.
- £75.00 - B Cornish - For expenses ie phone, internet from April-June 2020.

**106.20 To resolve to approve the sum of £7,316.94 as the Accounts for payment for August and to record the bank balances.**

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

**108.20 To resolve to note the Correspondence received.**

**109.20 Date of next meeting - Monday 24<sup>th</sup> August 2020 at 7.30 pm at a venue to be determined and subject to HM Government Covid-19 measures being reviewed.**

**Part 2 – EXEMPT MATTERS – EMPLOYMENT & STAFFING**

**110.20 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 on staffing about to be transacted’.**

**111.20 To receive a report from the Cllr Brentor on the evaluation of the HR advisory service provided by South West Councils.**

**112.20 To resolve to appoint South West Councils as HR advisors to Downton Parish Council.**

**113.20 To resolve to obtain associate membership of South West Councils until 31st March 2022 at the cost of £798.75.**

***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.***