

DOWNTON PARISH COUNCIL



2nd November 2020

Please note: due to the current HM Government's measures for Covid-19, the Parish Council will meet virtually via Zoom.

[Join Zoom Meeting](#)

<https://zoom.us/j/98912877672?pwd=SjNrejdjUVYrRDBkWVJbVIIRWJrUT09>

Meeting ID: 989 1287 7672 Passcode: 086920

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 9th November 2020 at 7.30 pm. This meeting will be held virtually¹ 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

191.20 Election of Chair

To elect a Chair. [LGA 1972 s15 \(1\)](#)

192.20 Election of Vice-Chair

To elect a Vice-Chair. [LGA 1972 s15 \(6\)](#)

193.20 Public Question Time

To receive questions and statements from members of the public. [Public Bodies \(admissions to meetings\) Act 1960 s1 extended by the LG Act 1972 s100](#)

¹ 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

194.20 Unitary Councillor's Report

To receive a short verbal report from Cllr Richard Clewer.

195.20 Apologies

To receive and accept apologies from Councillors. [LGA 1972 s85 \(1\)](#)

196.20 Minutes

To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 26th October 2020. [LGA 1972 sch 12, para 41\(1\)](#) (Appendix A)

197.20 Declarations of Interest and Dispensation Requests

- 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. ([Disclosable Pecuniary Interests](#)) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).
- b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered. [Localism Act 2011 s33\(b-e\)](#)

198.20 Business Raised During Public Question Time

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.

199.20 Planning and Tree Works Applications

To consider responses to the following Planning Applications: [Town and Country Planning Act, 190 sch.1 para.8](#)

20/09173/FUL 20 Batchelor Way, Downton - Proposed two and single storey rear extensions and alterations.

20/09259/TPO 2 Gravel Close, Downton - 2 Metre Height Reduction and 1 Metre Lateral Reduction to Whitebeam.

200.20 Planning Application Decisions

To resolve to note the decisions on recent applications.

201.20 External Auditor's Report

To resolve to approve and accept the External Auditor's Report and Certificate for the Annual Governance and Accountability Return for 2019-20 and to note PKF Littlejohn's comments. [Local Audit and Accountability Act 2014](#) (Appendix B)

202.20 Ratification of Clerk's Delegated Powers for Emergency Expenditure

To resolve to ratify the Clerk's emergency spend under her delegated powers of £494 for repairs to two panels of the bus shelter at the Headlands. [Local Government \(Miscellaneous Provisions\) Act 1953 s.4](#)

203.20 Local Council Risk System Software and Pdf Reader

To consider a report from the Clerk and recommendation that a Risk System and Pdf reader be purchased at a cost of £110 and £46 respectively. [LGA 1972 Section 111](#) (Appendix C)

204.20 Representative and Working Group Reports

To receive reports from Council representatives and members of Working Groups.

205.20 Payments

To resolve to approve the payments for November: [LGA 1972 s150 \(5\)](#)

£840 Maranji Commerical & Domestic Cleaning

£748.79 Bawden Managed Landscapes

£130.80 Bawden Managed Landscapes - for additional maintenance

£205.63 Idverde

£697.58 Idverde - for installation of 9 bins

£27.59 Ionos

£47.28 West Mercia Energy

£4,559.45 Amberol - For planters for Downton in Bloom

£593.28 GW Shelter Solutions – for bus shelter repairs

£90.00 Andrew Whitelock Plumber – for public toilet repairs

206.20 Accounts for Payment

To resolve to approve the sum of £10,864.17 as the Accounts for payment for November and to record the bank balances. [\(Appendix D\)](#)

207.20 Correspondence

To resolve to note the Correspondence received. [\(Appendix D\)](#)

208.20 Clerk's Report

To resolve to note the Clerk's report providing information on recent issues and work completed. [\(Appendix E\)](#)

209.20 Date of next meeting

To resolve to note the date of the next meeting as Monday 14th December 2020 at 7.30 pm and to be held on Zoom.

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.