

DOWNTON PARISH COUNCIL



6th January 2021

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/94587281626?pwd=NzhjeHBQR1A5ZHZBcEJJNVJON0R0QT09>

Meeting ID: 987 3741 2165

Passcode: 835607

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 11th January 2021 at 7.30 pm. This meeting will be held virtually¹ for the purpose of transacting the following business.

Yours sincerely

Alison McGowan

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Administrator 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.

Part 1

Agenda

247.20 Election of Chair

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

248.20 Election of Vice-Chair

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

249.20 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 s10](#)

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

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250.20 Unitary Councillor's Report

To receive a short verbal report from Cllr Richard Clewer.

251.20 Apologies

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

252.20 Minutes

To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 14th December 2020. [LGA 1972 sch 12, para 41\(1\)](#)

253.20 Declarations of Interest and Dispensation Requests

- a. To receive Declarations of Interest in respect of matters contained in this 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\(b-e\)](#)

254.20 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.

255.20 Planning and Tree Works Applications

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

20/09706/FUL/

20/10508/LBC 20 A Lode Hill, Downton - Proposed alterations to the built garage and walls at 20A Lode Hill (amendments to 19/10972/FUL and 19/11390/LBC).

20/10869/FUL – 7 Lode Hill, Downton – Single storey extension to rear of property, 2 new dormer windows to the rear following the raising in height of 2 existing windows.

20/10633/FUL – Magna Motor Company, The Headlands, Downton – Single storey extension to the northern elevation.

20/10619/FUL – 5 Mill Race View, The Borough, Downton – Removal of conservatory and construction of single storey rear extension.

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256.20 Planning Application Decisions

To resolve to note the decisions on recent applications.

257.20 Budget and Precept

To consider and resolve to approve the revised 3 year Budget and level of Precept for 2021/22, 2022/23 and 2023/24 as prepared by the Clerk.

258.20 Wiltshire Council Consultations

To consider the following two Wiltshire Council consultations which will be held between Wednesday 13th January 2021 and Tuesday 9th March 2021 and resolve what action to take:

- Wiltshire Local Plan review
- Gypsy and Traveller Plan

259.20 1st Downton Scout Group

To consider and resolve to approve a request from 1st Downton Scout Group to support the Downton Scout Hut Refurbishment project;

- To consider a request for a grant of £2,500 towards the project
- To endorse an application by the Downton Scout Group for financial support from the Southern Area Board.

260.20 Accounts for Payment

To resolve to approve the following payment for January: [LGA 1972 s150 \(5\)](#)
£331.66 Kingspan Water & Energy Ltd

261.20 Date of next meeting

To resolve to note the date of the next meeting as Monday 8th February 2021 at 7.30 pm and to be held on Zoom.

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Part 2 – EXEMPT MATTERS – EMPLOYMENT & STAFFING

262.20 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’.

263.20 Grave Request

To consider a request from a resident to kerb a recent grave in the Downton Cemetery and resolve any actions arising.

264.20 Review of the clerk’s salary

To consider and resolve to increase the salary of the Clerk in respect of recent qualifications successfully completed, in line with the contract of employment.

265.20 Wiltshire Local Government Pension Scheme Membership

To resolve that approval be given that the Parish Council joins the Wiltshire Local Government Pension Scheme from 25th November 2019.

266.20 Appointment of a locum clerk

To resolve to authorize members of the Staffing Committee to appoint a locum clerk (as a contractor, not as an employee) to act as the Clerk for meetings of the Parish Council, and any of its Committees and Sub-Committees, whilst the Clerk is not fully back to work, and to allow the members of the Staffing Committee to spend up to £2,000 on such services.

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.