

DOWNTON PARISH COUNCIL



To: All Members of the Amenities Committee

You are summoned to a meeting of of Downton Parish Council Amenities Committee on Monday 22nd November 2021 at 7.30 pm. This meeting will be held in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton for the purpose of transacting the following business.

**Bev Cornish CertHE, PSLCC
Parish Clerk and Responsible Finance Officer
16th November 2021**

All COVID-19 Guidelines must be adhered to:

- Masks must be worn on entry to the building and at all times.
- Please use the hand 1ecognize on arrival.
- Please scan the QR code or sign in for Track and Trace.
- The maximum number of people permitted in the Bonvalot Room is 21.
- Please read the Council's Covid-19 Risk Assessment.
- Please **do not** attend if you have any 1ecognized Covid-19 symptoms.

The Chairman will confirm whether the meeting may be filmed, photographed or audio recorded. If any member of the public present at the meeting objects, please inform the Chair or the Parish Clerk before the start of the meeting.

Although the meeting is open to the public, the Council is limited in terms of the capacity of the Bonvalot Room. It would be helpful if members of the public could contact the Clerk if they are planning to attend the meeting.

During the meeting and at the Chairman's discretion, the meeting will be opened to enable questions or statements to be made by members of the public for a maximum time of 15 minutes. Members of the public are asked to restrict their comments and/or questions to three minutes.

Agenda

Part 1

32.21 Public Question Time

To receive questions and statements, either verbal or written, from members of the public.

33.21 Apologies

To receive apologies for absence.

34.21 Minutes

To consider and resolve to approve the Minutes of the meeting held on Monday 23rd August 2021. [\(Appendix A\)](#)

35.21 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.

36.21 Matters Arising and Actions Taken

To resolve to note the matters arising and actions taken from the Minutes.

37.21 Play Area Project

To consider the next steps on the playground project and to make any recommendations to the Parish Council.

38.21 Downton Memorial Centre

To consider the recommendations contained in the building survey carried out by Stephen J Linard Ltd in November 2021 and to resolve to agree on the actions to be taken in order of priority and to make recommendations to the Parish Council. [\(Appendix B\)](#)

39.21 Installation of Replacement Litter Bins & Reinstatement of Existing Bin

To consider allocating the sum of £250 for the installation of two replacement litter bins on Tannery Bridge and in Moot Lane adjacent to the new noticeboard and to re-install the existing litter bin in the Moot Lane Recreation Ground.

40.21 Replacement of Panels in Bus Shelter beside The Bull Hotel

To consider a report from the Clerk on the various options and quotes from GW Shelters to replace the damaged but not broken glass panels in the bus shelter beside The Bull Hotel. [\(Appendix C\)](#)

41.21 Cleaning of Bus Shelter Rooves

To resolve to approve the sum of £225 as a one-off cost for the cleaning of all 9 bus shelter rooves by Salisbury Window Cleaning Services Ltd following concerns raised by residents.

42.21 Tannery Bridge Fencing

To consider whether, for health and safety reasons, to fund the cost of replacing the broken and leaning fence on Tannery Bridge which, following some research, appears not to be the responsibility of either Wiltshire Council or the Environment Agency.

43.21 Cemetery Fencing

To consider any further actions or installation of fencing at the Cemetery to maintain the security of the northern boundary.

44.21 Playground Inspection Reports

To resolve to note the Playground Inspection Company's playground inspection reports and their recommendations.

45.21 Next meeting

To confirm the date for the next meeting as Monday 24th January 2022 at 7.30 pm.

Part 2 – EXEMPT MATTERS – CEMETERY

46.21 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'.

47.21 Burial Fees

To consider a report from the Clerk and to resolve to agree on a response following receipt of an email to all councillors in relation to the fees charged for the burial of a non-resident in accordance with the Burial Regulations.

(Appendix D)