

# DOWNTON PARISH COUNCIL



**Minutes of the Annual Meeting of the Parish Council held on Monday 9<sup>th</sup> May 2022 at 7.30 pm in the Bonvalot Room of the Downton Memorial Centre, The Borough, Downton.**

**Present:** Cllr Brentor (Chair) and Cllrs Carter, Hall, Jalland, North, Randall, Roberts and Watts.

**In attendance:** Unitary Councillor Richard Clewer  
Mrs Bev Cornish, Parish Clerk

**Also present:** Four members of the public.

## **01.22 Election of Chair**

Downton Parish Council RESOLVED to elect Cllr Brentor as Chair for 2022/2023. Cllr Brentor signed her Declaration of Acceptance of Office of Chair.

## **02.22 Co-option**

Downton Parish Council RESOLVED to approve the co-option of Mr Andrew North to fill the vacancy in the Downton Ward and he signed his declaration of acceptance of office.

## **03.22 Election of Vice-Chair**

Downton Parish Council RESOLVED to elect Cllr Mace as Vice-Chair for 2022/2023.

## **04.22 Public Question Time**

The Chair of the Downton Society asked if the CPRE article on low cost housing had been circulated to councillors ahead of the recent meeting with developers. She also asked if the Council would be making a statement on its recent discussions with Persimmon Homes Ltd.

A member of the public said she hoped that the bridge project would be removed from the revised Neighbourhood Plan in view of the money already spent on it. She also said that she would like the Council to re-appoint Cllr Watts as the Chair of the Amenities Committee as he had done a very good job.

A member of the public asked when the outsourcing of the website approved last November would be completed. He said he felt he had been patient and was currently considering whether to stop all work on it and pass it over to Cllr Mace. He had maintained it as a volunteer for 13 years and had given the Council notice 20 months ago of no longer wishing to do so. He also said he was baffled how a £300 a year contract could take so long to outsource, especially as Cllr Mace informed the Council in March that the website support contract had been drafted.

## 05.22 Unitary Cllr Richard Clewer:

Cllr Clewer gave a brief report as follows:

- He said it was good to see the Cuckoo Fair back again. He had brought the Portfolio Holder for Arts to see it and he had been impressed.
- The Consultation for the Public Space Protection for Downton had started and will run until 15<sup>th</sup> June. He urged everyone to comment:  
<https://www.wiltshire.gov.uk/news/wiltshire-council-considers-public-spaces-protection-order>

## 06.22 Apologies

The Clerk advised that apologies had been received from Cllr Mace due to a holiday commitment. Cllr Brentor proposed from the Chair and it was RESOLVED that the apology and the reason for it be accepted by the Council.

Cllr Brentor also advised that she had received that afternoon the resignation of Mr Ian Jones from the Council.

## 07.22 Minutes

Downton Parish Council RESOLVED to approve the Minutes of the Ordinary Meeting held on Monday 11<sup>th</sup> April 2022 and that they be signed as a correct record.

## 08.22 Declarations of Interest and Dispensation Requests

- 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:**  
No declarations were received.
- To consider any Dispensation Requests received by the Parish Clerk and not previously considered:**  
The Clerk confirmed that no dispensation requests had been received.

## 09.22 Business Raised During Public Question Time

Cllr Brentor proposed from the Chair and it was RESOLVED that the following responses to matters raised by members of the public be approved:

- The article from CPRE on low cost housing had not been circulated as it had not been made clear to the Clerk that it was for circulating to all councillors but this would be investigated.
- It was unlikely that the bridge project would be included in the revised Neighbourhood Plan following the landowner's withdrawal of permission.
- The comments on the website outsourcing be noted.

## 10.22 Planning and Tree Works Applications

**PL/2022/02953 Waterways, Chapel Lane, Charlton All Saints - Replacement windows:** Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policies 57 and 58 of the Wiltshire Core Strategy.

**PL/2022/02902 7 Catherine Crescent, Downton - Loft extension and internal alterations:** Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

**PL/2022/02906 The Homestead, Lower Road, Charlton All Saints - First floor extension over existing extension; oak framed balcony with spiral stairs; internal alterations; new porch on side elevation:** Downton Parish Council RESOLVED to object to this application solely on the grounds of the detrimental impact of the balcony and spiral staircase on the residential amenity of the neighbouring properties. It was therefore contrary to Core Policy 57 of the Wiltshire Core Strategy.

**PL/2022/03337 1 Avon Meadow, Downton - Two storey extension to north-west elevation to provide improved facilities:** Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

**PL/2022/03444 12 Wick Lane, Downton - Erect PVCu port to front of property:** Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

### **11.22 Planning Application Decisions**

Downton Parish Council RESOLVED to note the decisions on the following recent applications:

PL/2022/01230 8 Saxonhurst, Downton - Single storey rear extension and some internal remodelling                      Approve with conditions

PL/2022/01701 &  
PL/2022/02153 Waterside Mill, High Street, Downton – Replacement of front entrance steps and rear conservatory and access steps                      Approve with conditions

PL/2022/02297 Hamilton House & Emma Cottage, Barford Lane, Downton – Various tree works                      No Objection

PL/2022/01936 130 The Borough, Downton – Various tree works                      No Objection

### **12.22 Standing Orders**

Downton Parish Council RESOLVED to adopt the Parish Council's revised Standing Orders for 2021/22 incorporating the amendments made by the National Association of Local Councils to include new sub-clauses f and g to Standing Order 18.

### **13.22 Financial Regulations**

Downton Parish Council RESOLVED to re-adopt the Parish Council's Financial Regulations for 2022/23.

#### **14.22 Neighbourhood Plan Review Working Group**

Downton Parish Council RESOLVED to dissolve the Neighbourhood Plan Review Working Group and noted the objectives it had met.

#### **15.22 Neighbourhood Plan Revision Strategy Group**

Downton Parish Council RESOLVED to approve the setting up of a Neighbourhood Plan Revision Strategy Group to carry out the recommendations of the Review Working group in the revision of the Downton Neighbourhood Plan. Cllr Brentor reported that advice was currently being sought from Wiltshire Council on its status in terms of governance and association with the Council.

#### **16.22 Terms of Reference**

Downton Parish Council RESOLVED to approve the Terms of Reference for the Committees and Working Groups. It was also RESOLVED that as the Caring Community, Moot Lane Recreation Ground and Rights of Way Working Groups had not met in the last year that they be dissolved with single councillors being appointed to represent the Council on matters relating to rights of way and the support of vulnerable people and those with dementia.

#### **17.22 Dates of Meetings**

Downton Parish Council RESOLVED to approve the dates, times and place for ordinary meetings of the Full Council and its Committees for 2022/23 except for a change to the April 2023 meeting and Annual Parish Meeting which will be held on Monday 17<sup>th</sup> April due to the Easter holiday falling on Monday 10<sup>th</sup> April 2023.

#### **18.22 Committees and Working Groups**

Downton Parish Council RESOLVED that the following councillors be elected as members of the following Committees and Working Groups for 2022/23, the Chair and Vice-Chair being ex-officio members of all Committees:

- Amenities Committee – Cllrs Roberts, Randall & Watts.
- Complaints Committee - Cllrs Jalland, Randall & Roberts
- Finance & Strategy Committee - Cllrs Hall, North, Randall & Watts
- New Housing Development Committee - Cllrs Hall, North, Randall & Watts
- Staffing Committee - Cllrs North & Randall
- Watermeadows & Flood Defence Committee – Cllrs Carter, Randall, Roberts & Watts
- Communications Working Group - Cllrs Hall, Jalland, North & Watts

#### **19.22 Membership of Outside Bodies**

Downton Parish Council RESOLVED that the following councillors be elected as Representatives of the Parish Council for the following organisations:

1. Brian Whitehead Sports Centre Association – Cllrs Brentor & Carter
2. Carver Trust - Cllr Watts
3. Cuckoo Fair - Cllr Roberts
4. Downton Link - Cllr Jalland
5. Downton Moot Preservation Trust – Cllr Brentor
6. Downton Memorial Centre Committee – Cllr Randall

7. Downton Memorial Centre - Cllr Randall to be the 'Responsible Person' to oversee the fire safety aspects of the management of the Downton Memorial Centre
8. Millennium Green Trust - Cllrs Brentor & Jalland
9. Stockman & Woodlands Trust - Cllrs Watts & Randall
10. Allotments Association - Cllr Watts
11. Southern Wiltshire Area Board - Cllrs Jalland & Hall and Cllr North in reserve
12. Southern Wiltshire Area Board Community Area Transport Group - Cllr Hall
13. Chalk Pit Management Committee - Cllrs Watts & Randall
14. Downton Band - Cllr Mace
15. Downton Football Club Working Group - Cllr Carter
16. Primary School's Working Group - Cllr Jalland
17. Community Policing Team Liaison - Cllr Carter
18. Post Office service monitoring - Cllr Hall
19. Caring Community Support - Cllr Jalland
20. Rights of Way - Cllr Brentor

### **20.22 Annual Payments and Subscriptions:**

Downton Parish Council RESOLVED to approve the following payments:

- Grasscutting - £10,434
- Public Toilet cleaning and maintenance - £10,920.
- PWLB Loan - £17,890
- Salaries and Pensions - £48,910
- Waste Bin collection - £2,412
- Playground Inspections - £1,080
- IT Support - £402
- Website Support - £300
- Remote Application Hosting - £408
- Wiltshire Association and National Association of Local Councils - £881.
- Society of Local Council Clerks - £219
- CPRE - £36.
- Information Commissioner - £35.

### **21.22 Parish Council Policies for 2022/23:**

Downton Parish Council RESOLVED to approve the following policies:

- Absence Management Policy
- Annual Leave & Bank Holiday Entitlement Policy
- Co-option Policy
- Communications & Public Relations Policy & Procedure
- Complaints Procedure and Policy and Vexatious Complaints Policy
- Dignity at Work Policy
- Disciplinary Procedure and Grievance Policy
- Equal Opportunities Policy
- Freedom of Information Act 2000 Procedure
- General Reserves Policy
- Health & Safety Policy
- Memorial Bench & Tree Policy

- Playground Risk Management Policy
- Policy for Event Signage on the Borough Greens
- Policy on Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council and Committee Meetings
- Protocol for meetings with Developers
- Protocol for Operation London Bridge
- Protocol for Remote/Virtual Meetings
- Protocol for Working Groups
- Policy on Grants under Section 137 of the Local Government Act 1972
- Risk Management Policy & Risk Registers 2-5
- Safeguarding Policy
- Time off in Lieu (TOIL) Policy
- Tree Management Policy
- Travel & Expenses Policy
- Return to Face to Face Meetings Protocol & Risk Assessment
- Business Continuity Plan
- Documents pertaining to the General Data Protection Regulation (EU) 2016/679:
  - a. Information & Data Protection Policy
  - b. Document Retention & Disposal Policy
  - c. Social Media & Electronic Communication Policy

#### **22.22 Bank Signatories**

Downton Parish Council RESOLVED to approve the signatories on the Council's Bank Accounts as Cllrs Brentor, Mace and Hall.

#### **23.22 Councillor Appointment to Review Financial Records**

Downton Parish Council RESOLVED to approve the appointment of Cllr Hall as the Councillor to conduct a quarterly review of the financial records in conjunction with the Parish Clerk and RFO in accordance with Clause 2.2 of the Council's Financial Regulations.

#### **24.22 Asset Register**

Downton Parish Council RESOLVED to approve the Parish Council's Asset Register and Inventory of Land for 2022/23.

#### **25.22 Insurance**

Downton Parish Council RESOLVED to confirm approval of the arrangements for insurance cover in respect of all insured risks for 2022/23.

#### **26.22 3 Year Plan**

Downton Parish Council RESOLVED to approval the Parish Council's Framework for its 3 Year Plan for 2022/23.

#### **27.22 Traffic Survey**

Following consideration of a report from the Administrative Officer providing 3 quotes for an accurate traffic survey to be carried out to inform the revision of the Neighbourhood Plan, Downton Parish Council RESOLVED to accept a quote from Intelligent Data

Collection of £1,650 for the company to carry out a survey in 3 locations in accordance with the specification.

In response to the question raised in the report about the data to be captured, the Chair confirmed that the specification proposed by the Neighbourhood Plan Review Working Group did take account of guidance from Wiltshire Council on the data required to support a Council response to future large housing applications.

### **28.22 Public Works Loan Board Loan**

Downton Parish Council RESOLVED to confirm that, following a precept increase consultation, it intends to:

- i. Seek approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £180,000 over the borrowing term of 15 years for the refurbishment of the Moot Lane Recreation Ground and Memorial Gardens Play Areas. The annual loan repayments will come to around £16,239.
- ii. Increase the council tax precept for the purpose of the loan repayments by 12% which is the equivalent of an additional £11.61 a year.

### **29.22 Platinum Jubilee Event**

Downton Parish Council RESOLVED to approve a request from Mr Malcolm Dean to use the Memorial Gardens for a music and performance event on Thursday 2nd June 2022 following receipt of a risk assessment and subject to public liability insurance cover.

### **30.22 Downton Millennium Green Trust**

Following consideration of a request from the Downton Millennium Green Trust to use the monies held by the Council under the s106 Agreement with Persimmon Homes Ltd (and to be used for enhancements to the Green) for tree works to pollard and improve the safety of the Crack Willow and Ash trees located on the boundary of the Green at an approximate cost of £3,000, Downton Parish Council RESOLVED to approve the request in principle subject to the approval of the S106 Officer at Wiltshire Council.

### **31.22 Survey of Lychgate at All Saints Church, Charlton**

Downton Parish Council RESOLVED to accept the following recommendations from the Amenities Committee regarding the repair and maintenance of the Lychgate at All Saints Church, Charlton, a registered War Memorial:

- i. For a condition survey to be carried out by Mr Stephen Linard at a cost of £250;
- ii. For the sum of £150 to be allocated to the materials and refurbishment by Lover Café of the gates and plaques commemorating the fallen.
- iii. Accept a quote from a local contractor to carry out emergency repairs to make the roof watertight provided that it demonstrated best value.

### **32.22 Playground Inspections**

Downton Parish Council RESOLVED to accept a recommendation from the Amenities Committee to approve a change to the Council's contract with The Play Inspection Company in order to enhance its playground inspection regime from 6-monthly to quarterly at a total annual cost of £1,080.

### **33.22 Handyperson quotes for Identified Work**

Downton Parish Council RESOLVED to accept a recommendation from the Amenities Committee to approve the following quotes:

- i. A quote from Leigh Bush of £450 to provide and install a pedestrian gate to the Moot Lane entrance to the Moot Lane Recreation Ground in oak with associated ironmongery.
- ii. A quote of £95 from Chris Barter/Leigh Bush to repair the Memorial Gardens slide subject to the appropriate solution being agreed.
- iii. A quote of £600 from Jonathan Emm for the refurbishment of 4 benches in Downton Cemetery.

### **34.22 Road Closure**

Downton Parish Council RESOLVED to approve the closure of the B3080 from The Borough at its junction with The Headlands to Church Hatch from 15.15 hours to 16.40 hours on Saturday 4th June 2022 for the BBMF Flypast. The Clerk advised that letters would be delivered to residents affected by the closure on Tuesday 10<sup>th</sup> May.

### **35.22 Risk Assessment for BBMF Lancaster Flypast**

Downton Parish Council RESOLVED to approve the Risk Assessment for the BBMF Flypast along The Borough on Saturday 4th June 2022 with one addition.

### **36.22 Asset Register – Dog Waste Bin**

Downton Parish Council RESOLVED to approve that the 110 Litre Dog Waste Bin supplied by Wybone Ltd and installed in Gravel Close be added to the Council's Asset Register for the value of £337.

### **37.22 Moot Lane Recreation Ground**

Following a discussion and the reporting of legal advice by the Clerk regarding the covenants contained in the 1970 Conveyance for the land, Downton Parish Council RESOLVED that:

1. Cllrs Brentor and Watts be authorised to meet with the residents who were beneficiaries of the covenants for the land and provide them with copies of the legal advice recently received.
2. The Clerk would seek further legal clarification on the extent of the land which is subject to the covenants.

### **38.22 Ratification of Clerk's Delegated Powers for Emergency Expenditure**

Downton Parish Council resolved to ratify the Clerk's emergency spend under her delegated powers following receipt of the playground inspection reports for:

- i. Removal of goal posts in Memorial Gardens by Leigh Bush at the cost of £200; and
- ii. Removal of the broken wooden butterfly in the West Wick Play Area and reinstate the area by Leigh Bush at the cost of £150.

### **39.22 Committee & Working Group Reports**

**Amenities Committee:** Cllr Watts gave a brief report on a recent meeting at which most of the matters discussed at the meeting have already been approved by the



Council or covered in the Clerk's report such as the Beacon, the lychgate, the inspection reports and the change to the playground inspection regime. The Committee also considered a resident's request about creating wild flower meadows in the parish on which it agreed to await the plan from Wiltshire Council on how it will manage verges and the grassed areas it owns and also offer this opportunity to other organisations in the village, such as the Moot, to pursue it. Councillors thought the play areas and cemetery were not suitable for creating wildflower meadows and doing so would involve more work to create and maintain them properly.

#### **40.22 Committee Minutes**

Downton Parish Council RESOLVED to receive and note the Minutes of:  
The meeting of the Amenities Committee held on Monday 24<sup>th</sup> January 2022.

#### **41.22 Representative Reports**

**Brian Whitehead Sports Centre Association:** Cllr Brentor gave a brief report on a recent meeting through receipt of the minutes because she had been unable to attend it. The good news was that the various Clubs were all doing well, with the Football Club winning the Wiltshire Cup and some of the Clubs increasing their membership. The Chair's report however had to re-emphasise the poor condition of parts of the site and the lack of sufficient funds. There was also concern about the delay in the renewal of the lease from the Council which is preventing the positive work of setting up clear sub contracts.

**Southern Wiltshire Area Board 'Cleaner, Greener Wiltshire':** Cllr Brentor gave a brief report on what she described as an inspiring meeting at which she presented a display representing the work on sustainability by the Council and the Downton Green Network. Cllr Clewer gave an interesting presentation outlining the work of Wiltshire Council and she suggested the Parish Council reconsider what action it needs to take to promote sustainability via an agenda item at the June or July meetings now that the Council has more councillors. Cllr Jalland agreed to consider what actions Downton parish could take and bring these back to a future meeting.

**Meeting on the Resetting the Scene for Southern Wiltshire Community Area - A New Focus on Health & Wellbeing Priorities:** Cllr Jalland gave a brief report on an interesting meeting at which the numerous priorities identified for the Community Area were discussed and reduced to four so that greater focus and funding could be given to those which were regarded to be of priority.

#### **42.22 Payments**

Downton Parish Council RESOLVED to approve the following payments for May:  
£910.00 Maranji Commercial & Domestic Cleaning for Public Toilets  
£1043.37 Idverde Grounds Maintenance  
£241.28 Idverde Bin Emptying  
£28.79 Ionos  
£18.20 West Mercia Energy  
£1056.18 Wiltshire Association of Local Councils  
£218.91 Society of Local Council Clerks  
£670.00 Leigh Bush  
£128.00 Southern Security Services  
£30.00 Wiltshire Neighbourhood Watch Association

£38.72 Source for Business  
£132.00 The Print Effect  
£1340.04 GW Shelter Solutions

### 43.22 Accounts for Payment

Downton Parish Council RESOLVED resolve to approve the sum of £9,169.61 as the Accounts for payment for May and to note bank balances:

Name of Payee	Amount £
Maranji (Toilets April)	910.00
Idverde (Grasscutting)	1,043.37
Idverde (Bin emptying)	241.28
West Mercia Energy(Toilets)	18.20
Wiltshire Association of Local Councils	1,056.18
Society of Local Council Clerks	218.91
Wiltshire Neighbourhood Watch Association (NHW Sign)	30.00
The Print Effect (Neighbourhood Plan printing)	132.00
Southern Security Services (Mem Hall Alarm)	128.00
Leigh Bush (various handyperson works)	670.00
GW Shelter Solutions (Bus shelter repairs)	1,340.04
Salaries and Pensions	3,314.12
Ionos (Website hosting)	28.79
Source for Business (Pennon Water Services)	38.72
Total	<u>9,169.61</u>

### Balances to be Approved and Noted as at 09.05.2022

Current A/c: £6,325.51 A/c: £150,892.87  
Memorial Hall Extension A/c: £180.39

### 44.22 Correspondence

Downton Parish Council RESOLVED to note the Correspondence received:

1. Wiltshire Council - Emails regarding:
  - A number of updates on Covid-19, Ukraine and Wiltshire Council's work.
2. Wiltshire Association of Local Councils – April Newsletter.
3. Wiltshire Police – Email regarding current adverts for police officer recruitment.
4. Wessex Community Action Newsletter for April.
5. Cranborne Chase AONB – Activities for April and May.
6. Downton Bowling Club – Email thanking the Council for the grant towards the lawnmower.
7. Downton Band – Email with risk assessment and insurance for concert being held in Memorial Gardens on 1<sup>st</sup> May.
8. Flood Wessex – Email regarding Scottish & Southern Electricity Networks (SSEN) - 2022 Resilient Communities Fund (South Central England) of £1 million.
9. Email resident – regarding their concerns about the removal of the goalposts in the Memorial Gardens and asking when they will be reinstated.
10. Email resident – regarding anti-social behaviour which he had reported to the police.

11. Email resident – regarding turned signs at the pinch point following work to the highway.
12. Email resident – regarding the Beacon.
13. Email residents – several emails about a full litter bin in Long Close and broken bus shelter panel at The Headlands.
14. Email non-resident – regarding work needed to bridleway 77.
15. Email resident – regarding the setting up of a Downton River Group.

#### **45.22 Clerk’s Report**

Downton Parish Council RESOLVED to note the Clerk’s report providing information on recent issues and work completed:

#### **Amenities**

##### **Play Areas**

Following receipt of the playground inspection reports, the wooden butterfly in the West Wick play area and the goalposts in the Memorial Gardens be removed too. Quotes are being sought for the replacement goalposts.

##### **Kissing Gates on Barford Down**

One of the long awaited kissing gates which was delayed due to the spring storms was installed on Wednesday 4<sup>th</sup> May.

##### **Bus Shelters**

The broken panels in the bus shelters opposite The Bull Hotel, the roundabout and at Charlton have been repaired by GW Shelter Solutions.

##### **Speed Indicator Device – Maypole Green Bus Stop Pole**

The recent report from the Local Highways and Footways Improvement Group advised that a Works Order was issued in February 2022 to replace the pole with a taller one on which the SID will be mounted and the work is provisionally programmed to take place during week commencing 23<sup>rd</sup> May 2022.

##### **Bollards around the Borough Cross**

Following the ongoing issues with vans and other vehicles still parking on the pedestrian area in front of the butchers and The Goat despite the bollards being installed, the Highways Engineer for further guidance and will be sending letters to the shops to ask their suppliers not to park their vehicles on the area. The local policing team has also been contacted the local policing team and asked to be alert to speaking to drivers who park there when officers are in the village.

##### **Sewage Pump Station in the Memorial Gardens**

EDS carried out a 6 monthly survey to the sewage pump station in the Memorial Gardens which is connected to the extension to the Memorial Centre.

##### **Beacon**

Following agreement at the April meeting that the Clerk would investigate the lighting of the Beacon on 2<sup>nd</sup> June, work was done to find a Gas Safety Engineer, establish ownership, insurance and current condition. Following her report to the Amenities Committee and advice from councillors that the member of the public who originally wasn’t able to light it, is now able to do so, the Committee agreed that the Parish

Council would step back and take no further action, other than to advise him that it is advisable to commission a survey and provide a gas safety certificate and insurance for it as well as risk assessments and insurance for the lighting event.

**46.22 VAT Reclaim**

The VAT reclaim submitted in February for £7,540.11 was received on 5th April.

**47.22 Date of next meeting**

Downton Parish Council RESOLVED to note the date of the next meeting as Monday 13<sup>th</sup> June 2022 at 7.30 pm and to be held in the Bonvalot Room at the Downton Memorial Centre.

**Part 2 – EXEMPT MATTERS - STAFFING**

**48.22 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’.

**49.22 Additional Bank Holiday**

Downton Parish Council RESOLVED to grant pro-rata entitlement to the additional bank holiday confirmed as Friday 3<sup>rd</sup> June 2022 to all part-time employees in accordance with the Council’s Annual Leave and Bank Holiday Entitlement Policy.

There being no other business, the meeting ended at 10.05 pm.

*Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.*