



Downton Parish Council

By Order of Melanie Camilleri, Locum Clerk & RFO

☎ 07798 698199

✉: clerk@downtonparishcouncil.gov.uk

16 November 2022

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

EXTRAORDINARY GENETRAL MEETING

on **MONDAY 21 NOVEMBER 2022 at 7:30pm**

in the **MEMORIAL HALL, DOWNTON (BONVALOT ROOM)**

To transact the following business.

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well the right to record, film and broadcast meetings. In accordance with Downton Parish Council's "Policy on the Filming, Photographing, Audio Recording & Social Media Reporting of Public Parish Council and Committee Meetings" adopted in October 2014, if anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least **24 hours** in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

AGENDA

202/22 Public Forum

203/22 Apologies for Absence

204/22 Declarations of interest

205/22 Business raised during Public Forum

To resolve to refer any business raised by the public or items of information from councillors either to the appropriate committee or for any other action.

206/22 Finance

- i) To resolve to approve the Admin Officer is granted access to Rialtas for the purposes of carrying out data entry of financial transactions
- ii) To resolve to approve to upgrade to a '5 user' license for Rialtas now and at renewal Feb 2023, along with approval to the associated cost.

- 207/22** To consider resolving that Agenda items 208/22 will be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed
- 208/22** To consider and resolve to approve the Parish Council's response to the Data Subject Access Request