



# Downton Parish Council

By Order of Melanie Camilleri, Clerk & RFO

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07 December 2022

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Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

**ORDINARY MEETING**

on **MONDAY 12 DECEMBER 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

- 216/22**      **Public Forum**
- 217/22**      **To receive a report from PC Peter Jung**
- 218/22**      **To receive a report from Cllr Richard Clewer (Wiltshire Council)**
- 219/22**      **Apologies for Absence**
- 220/22**      **Declarations of interest**
- 221/22**      **Minutes**
- i) To resolve to approve the Minutes of the Meeting held on **14 November 2022**
- ii) To resolve to approve the Minutes of the EGM held on **21 November 2022**
- iii) To resolve to approve the Minutes of the EGM held on **28 November 2022**
- 222/22**      **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.

- 223/22**                    **Planning**
- i) To consider applications received and resolve on recommendations to be made to Wiltshire Council Planning Authority (see Planning Schedule)
  - ii) To note planning decisions (see Planning Schedule)
- 224/22**                    **NDP**
- i) Cllr Brenton to summarise Councillors' comments on the Neighbourhood Plan Revision 2022. Consider and agree next steps
  - ii) To report on a range of publishers' printing costs for printing the final plan.
- 225/22**                    **Finance**
- i) To resolve to approve the Cash Flow Report and payments
  - ii) Budget/Precept 2023/24: to resolve to hold an EGM to progress to full council approval before the submission deadline (18 Jan 2023)
  - iii) To ratify the Clerk/RFO's emergency spend made under delegated powers for repair to one broken screen of the bus shelter located at A338 Salisbury Rd (opposite The Bull PH). Quote GWQ1135 up to £285.16.
  - iv) Following the decision made in Minute 191/22 ix) (LGA 2022-23 National Salary Award and new SCP pay scales), resolve to approve a cost-of-living pay increase for staff who are not on the SCP pay scales
  - v) To resolve to approve funding for a group of parishioners to renew and relaunch the Heritage Trail (to fund leaflets, website, QR code links, info board)
- 226/22**                    **Wiltshire Towns Programme Action Plan**
- i) To receive a report from Cllr North and resolve to approve the basis of the Action Plan for Downton
- 227/22**                    **Sports Centre Association**
- i) To receive a report on the status of production of the Lease
- 228/22**                    **Village Matters**
- i) To resolve to approve The Cuckoo Fair's use of the Greens and Memorial Gardens (end of April) subject to the Parish Council's sight and acceptance of the associated Risk Assessment before the end of January (such approval will be subject to sight of their Public Liability Insurance once issued March/beg April)
  - ii) To consider and resolve to approve an application to LHFIG to a) resurface the red unofficial pavement between the traffic lights on Lode Hill and b) enhance the white line
  - iii) To consider solutions as to how children can safely and mud-free access the Primary School from the Memorial Gardens
  - iv) Report of another concrete post on The Borough Green has been hit out of the ground
- 229/22**                    **Parish Council Website**
- i) To consider carrying out a review the Parish Council's website
- 230/22**                    **Committee & Working Group Reports**
- To receive reports from the Chairs of each Committee and Working Group
- 231/22**                    **Councillors Reports**
- To receive reports from the Councillors
- 232/22**                    **Clerk's Report**
- To receive a report from the Chair and Clerk

**233/22**

**Correspondence, AOB, urgent matters**

- i) Royal Mail redirection: review the continuation of this service now that a permanent Admin Officer and Clerk/RFO are in position
- ii) Archives: to consider whether to place the burial register dating from 1943 to 2005 together with the book of condolence for the late Queen with Wiltshire Archives

**234/22**

**To consider resolving that Agenda items 235/22 and 236/22 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**

**235/22**

**Data Subject Access Request received**

**236/22**

**Confidential employment matter**

**237/22**

**Date of next meeting**

If agreed, the date of the next Meetings for **Downton Parish Council** will be on **16 January 2023** at **7:30pm** in the **Memorial Hall, Downton (Bonvalot Room)**.