



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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11 January 2023

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 16 JANUARY 2023** 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

- 01/23** **Public Question Time**
- 02/23** **To receive a report from PC Peter Jung**
- 03/23** **To receive a report from Cllr Richard Clewer (Wiltshire Council)**
- 04/23** **Apologies for Absence**
- 05/23** **Declarations of interest**
- 06/23** **Minutes**
- i) To resolve to approve the Minutes of the Meeting held on **12 December 2022**
 - ii) To resolve to approve the Minutes of the EGM held on **19 December 2022**
 - iii) To resolve to approve the Minutes of the EGM held on **05 January 2023**
- 07/23** **Business raised during Public Question Time**
- 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.

- 08/23** **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)
- 09/23** **The Cuckoo Fair**
i) Consideration of Cuckoo Fair documents (Risk Assessments) and granting of permission to hold the Fair on the Borough Greens
- 10/23** **Memorial Centre Maintenance and Repairs**
i) Consideration of report of recommendations and resolve to approve the delineation of responsibility between Downton Parish Council and the Memorial Centre Trustees
- 11/23** **Finance**
ii) To resolve to approve the Cash Flow Report and payments
iii) To resolve to approve the 2023-24 Budget and Precept
- 12/23** **NDP**
i) To consider and agree how (and who) will format the final plan before being printed.
- 13/23** **Admin Officer**
i) Consideration as to recruitment
ii) Review hand-over list of tasks
- 14/23** **Committee & Working Group Reports**
To receive reports from the Chairs of each Committee and Working Group
- 15/23** **Councillors Reports**
To receive reports from the Councillors
- 16/23** **Clerk's Report**
To receive a report from the Chair and Clerk
- 17/23** **Correspondence, AOB, urgent matters**
- 18/23** **To consider resolving that Agenda items 19/23 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**
- 19/23** **Confidential employment matter**
- 20/23** **Date of next meeting**
If agreed, the date of the next Meetings for **Downton Parish Council** will be on **13 February 2023 at 7:30pm** in the **Memorial Hall, Downton (Bonvalot Room)**.