



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

☎ 07798 698199

✉: clerk@downtonparishcouncil.gov.uk

08 February 2023

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 13 FEBRUARY 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

- 21/23** **Public Question Time**
- 22/23** **To receive a report from PC Peter Jung**
- 23/23** **To receive a report from Cllr Richard Clewer (Wiltshire Council)**
- 24/23** **Apologies for Absence**
- 25/23** **Declarations of interest**
- 26/23** **Minutes**
i) To resolve to approve the Minutes of the Meeting held on **16 January 2023**
- 27/23** **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.
- 28/23** **Downton Cuckoo Fair – invitation for Councillors to meet the team**
i) To set a date for Members of the Council to meet the Downton Cuckoo Fair Team to foster closer working relations in their mutual aim of serving the community

- 29/23** **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)
- 30/23** **NDP**
- i) To agree the draft submission of Downton's NP Revision document to Wiltshire Neighbourhood Plan Team
 - ii) To consider whether to continue with the existing NP website domain name and make payment for this
- 31/23** **Flooding**
- i) To consider identifying a resident to act as the Council's Environment Agency contact
 - ii) To select a Councillor(s) who will join the Environment Agency in the Spring for a 'walk around' of Downton's Flood Scheme
 - iii) To select a date (from the range of dates put forward) and venue to hold a public meeting with Wessex Water, and agree plans to publicise the event
- 32/23** **Parish Steward**
- i) Identify a list of Jobs for the Parish Steward's visits 23 and 27 Feb
- 33/23** **Finance**
- i) To resolve to approve the Cash Flow Report and payments
 - ii) To note Ideverde's invoice for bin emptying (Jan 2023) has been withheld for payment due to non-collection. MC awaiting a call from the contract manager.
 - iii) To resolve to ratify emergency spend for ant-graffiti cans (Cllr Hall)
 - iv) To consider approval to the quote for fitting a picnic table in the Charlton Playground
 - v) To receive a report from Cllr Mace on the cost of Rialtas Licences for the financial year 2023/24 (payment of invoice currently withheld pending a decision from full council as to whether or not to renew)
 - vi) To resolve to approve the Parish Council will submit a Grant Application (with support from the Memorial Centre Trustees) which, if successful, will financially help towards the costs of essential Memorial Centre Maintenance and Repairs (Minute 10/23). Grant application opens 20 Feb and closes 03 March.
- 34/23** **Committee & Working Group Reports**
- i) To receive reports from the Chairs of each Committee and Working Group
 - ii) To call an Amenities Committee meeting to re-launch the Playgrounds Refurb Project: agree specifications and deliverables (for each Playground), produce a Financial Plan, and acquire tenders. To be presented to full council for approval
- 35/23** **Councillors Reports**
- To receive reports from the Councillors including:-
- i) LHFIG (Cllr Hall)
 - ii) WC Teams Meeting held 03 Feb (Cllr Hall)
 - iii) Wiltshire Towns Programme (Cllr North)
- 36/23** **Clerk's Report**
- To receive a report from the Chair and Clerk
- 37/23** **Correspondence, AOB, urgent matters**
- i) Additional Bank Holiday announced for the King's Coronation 08 May 2023
 - ii) To reschedule Parish Council Meeting dates because of Bank Holidays (10 April and 08 May)

iii) To consider and agree a date for the Annual Parish Meeting (must be held between 01 March and 01 June)

38/23 To consider resolving that Agenda items 39/23 and 40/23 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 confidential nature of the business to be transacted

39/23 Confidential employment matters

40/23 Complaint received

41/23 Date of next meeting

If agreed, the date of the next Meetings for **Downton Parish Council** will be on **13 March 2023** at **7:30pm** in the **Memorial Hall, Downton (Bonvalot Room)**.