



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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22 February 2023

Dear **MEMBER OF DOWNTON PARISH COUNCIL'S AMENITIES COMMITTEE**

You are hereby summoned to attend an

AMENITIES COMMITTEE MEETING

on **MONDAY 27 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

- 01/23** **Public Question Time**
- 02/23** **Apologies for Absence**
- 03/23** **Declarations of interest**
- 04/23** **Minutes**
i) To resolve to approve the Minutes of the Meeting held on **27 June 2022**
- 05/23** **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.
- 06/23** **Public Litter and Dog Poo Bins**
i) To receive an update from the Clerk on her communications with the contractor Idverde regarding missed collections and to agree any further action
- 07/23** **Commemorative Tree**
To agree all necessary actions relating to planting the Commemorative Tree e.g. planting date, purchasing a commemorative plaque, communications

08/23

Moot Rec Ground Covenant

To consider and agree on whether to recommend to full Council registering the Moot Recreation Ground with the Land Registry and to commission a boundary survey

09/23

Play Park Refurbishment Project

i) To resolve to agree the Project Initiation Document outlining:-

- Project Scope
- Key deliverables
- Procurement Approach
- Financial Plan
- Critical Success Factors
- Milestone Dates

ii) To resolve to agree the Action Plan

10/23

Date of next meeting

To agree the date, time, and venue of the next **Downton Parish Council's Amenities Committee Meeting**