



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

☎ 07798 698199

✉: clerk@downtonparishcouncil.gov.uk

12 April 2023

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 17 APRIL 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

63/23 **Public Question Time**

64/23 **To receive a report from PC Murphy**

65/23 **To receive a report from Cllr Richard Clewer (Wiltshire Council)**

66/23 **Apologies for Absence**

67/23 **Declarations of interest**

68/23 **Minutes**

i) To resolve to approve the Minutes of the Meeting held on **13 March 2023**

69/23 **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.

- 70/23 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)
 - iii) PL/2023/00563: Unit 4, 53 The Borough, Downton, SP5 3LX: To resolve on whether or not Downton Parish Council will make representation should this planning application be 'called in' to be determined by Planning Committee
 - iv) To note Wiltshire Council's Briefing Note on their response to National Planning Policy Reforms
- 71/23 Idverde Bin Emptying and Grounds Maintenance Contracts**
- i) Cllr Hall and the Clerk to deliver a report on steps taken with Idverde to resolve the ongoing issue of 1) non bin collections and 2) areas missed for grass cutting
- 72/23 Finance**
- i) To resolve to approve the Cash Flow Report and payments
 - ii) To resolve to approve the purchase of Cyber Package Insurance
 - iii) To consider and resolve to approve a grant request to refresh artwork and printing of the Heritage Trail leaflets
 - iv) To consider and resolve to approve a grant request by the Coronation Celebration Committee
 - v) To resolve to approve to meet a shared cost (50-50) with Downton Memorial Centre for the reconnection of a radiator to the Downton Memorial Centre gas boiler (item listed as agreed maintenance with the Parish Council)
 - vi) To resolve to ratify the Clerk's emergency spend made under delegated powers to reimburse the Downton Cuckoo Fair for the purchase of replacement road signs (which were misplaced by the Parish Council). Reimbursement to be made upon submission of invoices to the Parish Council.
 - vii) To resolve to purchase road signs as Downton Parish Council assets.
 - viii) To resolve to spend up to £100 (allocated in the budget) for summer annual plants for the three planters in Moot Lane and to seek volunteers to plant them late May.
 - ix) To note WME's capped electricity price for the period 01 April 20223 to 31 March 2024.
- 73/23 Moot Lane Recreation Ground**
- i) To resolved to approve quote from a Law firm to deal with the first registration at Land Registry and, if necessary, the declaration process should the deeds be lost.
- 74/23 Operation Inspection Reports for the Recreation Grounds**
- i) To consider the reports and identify whether or not any urgent remedial actions are required (pending refurbishment project)
- 75/23 Wiltshire Towns Programme**
- i) In accordance with Standing Order 22a, to resolve to execute the Wiltshire Towns Programme Final Grant Agreement in accordance with Standing Order 22b.
- 76/22 Highways**
- i) To note the next Parish Steward visits 27 April, 01 June, 5+6 July and identify list of jobs
- 77/23 Committee & Working Group Reports**
- 78/23 Councillors Reports**
- i) To receive reports from the Councillors

79/23 Clerk's Report

- i) To receive a report from the Chair and Clerk

80/23 Correspondence, AOB, urgent matters

- i) To note the Licensing Authority has informed the Parish Council they've received a New Premises Licence application for Botleys Farm, Wick Lane, Downton, Salisbury SP5 2NW for OFF Sales Alcohol, Monday – Sunday, 9am – 6pm. Any written representations against/for the application must be received in writing no later than 19th April 2023.
- ii) To consider and resolve to approve SSE's request to carry out vegetation works (tree and hedge cutting) on Parish Council land so as to increase the distance between the power lines and vegetation. Further considerations: the *Wildlife and Countryside Act 1981* and the *European Habitats Directive 1992/Nesting Birds Directive*.

81/23 To consider resolving that Agenda items 82/23 and 83/23 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

82/23 Confidential employment matters

83/23 Confidential GDPR matters

84/23 Date of next meeting

If agreed, the date of the **Annual Parish Council Meeting** for **Downton Parish Council** will be on **15 May 2023** at **7:30pm** in the **Memorial Hall, Downton (Bonvalot Room)**.