



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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17 May 2023

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

You are hereby summoned to attend an

AMENITIES COMMITTEE MEETING

on **MONDAY 22MAY 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

- 11/23** **Public Question Time**
- 12/23** **Apologies for Absence**
- 13/23** **Declarations of interest**
- 14/23** **Minutes**
i) To resolve to approve the Minutes of the Meeting held on **27 February 2023**
- 15/23** **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.
- 16/23** **Dog Poo Bins**
i) To consider the adequate provision of dog poo bins in the parish (existing sites and potential new sites) and resolve actions required. Delegated by full council at the Annual Parish Council Meeting held on 15 May 2023.
- 17/23** **Annual Play Safety Inspection Reports**
i) To review the Reports, identify essential repairs (pending commencement of the Play Park Refurbishment Project), and resolve actions required.

18/23

Play Park Refurbishment Project

- i) To receive an update on S106 application made to Wiltshire Council
- ii) Tender process: produce Action Plan to get this underway

19/23

Memorial Hall Maintenance

- i) To review the Administrative Officer's report and quotes acquired for all maintenance work identified as being the responsibility of the Parish Council to remedy. Resolve to:-
 - a) select and instruct contractor
 - b) identify any aspects for which further quotes are required

20/23

Cemetery

- i) To discuss and agree an Action Plan for the refurbishment

21/23

Other matters

- i) To agree specification and purchase orange mesh barrier fencing - up to £100 budget allocated. Delegated by full council at Annual Parish Council Meeting held on 15 May 2023. Agenda 99/23 ii).
- ii) To consider and agree which parish signs require updating and replacement

22/23

Date of next meeting

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