



# Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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22 November 2023

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Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an  
**EXTRAORDINARY GENERAL MEETING**  
on **MONDAY 27 November 2023 at 7:00pm**  
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

**233/23 Public Question Time**

**234/23 Apologies for Absence**

**235/23 Declarations of interest**

**236/23 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.

**237/23 Christmas Tree Maypole Green 2023**

- i) Annual Christmas Tree on Maypole Green:-
  - a. To resolve that following Downton Cuckoo Fair's decision not to provide a Christmas Tree for the community this year, the Parish Council will supply a tree and hold a 'switching on the lights' event; operating as an entirely Parish Council led event
  - b. To resolve to approve a budget for this event
  - c. To resolve to approve the Risk Assessment for this event, noting the insurer's requirements
  - d. To note arrangements for the installation of the Christmas Tree and switching on the lights

- 238/23 Wiltshire Towns Programme**  
i) To consider and resolve to approve the Parish Council's Wiltshire Council Towns Programme 2023/24 grant application
- 239/23 Budget/Precept 2024/25: Part 1**  
i) To consider and propose any changes to the 1<sup>st</sup> draft Budget/Precept 2024/25 (target approval date Parish Council Meeting 11 December 2023)
- 240/23 Correspondence, AOB, urgent matters**
- 241/23 To consider resolving that Agenda items 242/23, 243/23, and 244/23 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 discussed**
- 242/23 Budget/Precept 2024/25: Part 2**  
i) To consider and propose changes to the confidential 2024/25 budget items
- 243/23 BWSCA**
- 244/23 Confidential employment matters**