



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

☎ 07798 698199

✉: clerk@downtonparishcouncil.gov.uk

05 July 2023

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 10 JULY 2023** at **7pm** (*please note earlier time*)

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

127/23 Public Question Time

128/23 To receive a report from PC Harry Murphy

129/23 To receive a report from Cllr Richard Clewer (Wiltshire Council)

130/23 Apologies for Absence

131/23 Declarations of interest

132/23 Minutes

i) To resolve to approve the Minutes of the Meeting held on **12 June 2023**

133/23 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.

134/23 Village Matters

- i) Idverde bin collection: Report from Cllr Hall and the Clerk on the latest position regarding poor delivery of service
- ii) Public Footpath no10: Communication from the Longford Estate Manager, David Canty, reporting high instances of littering and owners not clearing-up after their dogs. Resolve to agree action by the Parish Council.
- iii) Litter picking: Resolve to approve supporting litter picking activity carried out by a member of the public in association with their Bronze Duke of Edinburgh Award, including safeguarding provisions.
- iv) Moot Lane Rec Grd: Resolve to seek quotes to cut-back the Russian Vines overhanging the bungalows on the south-side of the Rec.
- v) Wessex Water: To agree a date for a second public meeting

135/22 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/2023/03378 and PL/2023/03542 40 The Borough, SP5 3ND. Resolve to agree who will make representation to Southern Planning Committee on behalf of the Parish Council
- iv) To note the draft Wiltshire Design Guide consultation is open for 4 weeks (03 – 30 July 2023).

136/23 Finance

- i) To resolve to approve the Cash Flow Report and payments
- ii) To resolve to approve that future payment to Water2Business (sewerage charges for the Public Toilets) shall be paid by DD and complete the DD mandate.
- iii) To resolve to approve the purchase of a DPC Zoom Pro subscription
- iv) To resolve to approve a S137 Grant Application Form

137/23 Committee & Working Group Reports

Amenities Committee

- i) To receive a report and note the Minutes of the Amenities Committee Meetings held on 03 July 2023 and on 10 July 2023 (*NB: given the commercially sensitive nature of bids submitted for the Play Park Refurbishment, certain details must only be reported under 143/23*)
- ii) Resolve to approve quotes on the following:-
 - a. Memorial Hall maintenance
 - b. Cemetery refurbishment

138/23 Councillors Reports

- i) To receive reports from the Councillors

139/23 Clerk's Report

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

140/23 Correspondence, AOB, urgent matters

- i) To review the 1st Storage Equipment Inventory and resolve to agree how it will be dispersed and/or decommissioned.
- ii) The metal box (housing the electricity smart meter in the public toilets) is rusty and in an unsafe condition. Discuss and agree remedy.

141/23 To consider resolving that Agenda items 142/23 and 143/23 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

142/23 Play Park Refurbishment

- i) To receive a report from the Amenities on each proposal (from the three selected operators) which has been scored against the Evaluation Criteria and Award of Contract Process set out in the Tender Document
- ii) To resolve to make a final selection on award of contract

143/24 Confidential GDPR matters

144/23 Date of next meeting

If agreed, the date of the next Meeting for **Downton Parish Council** will be held on **14 August 2023** at **7:00pm** in the **Memorial Hall, Downton (Bonvalot Room)**.