



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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03 January 2024

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 08 JANUARY 2024** at **7pm**

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

01/24 **Public Question Time**

02/24 **To receive a report from PC Harry Murphy**

03/24 **To receive a report from Cllr Richard Clewer (Wiltshire Council)**

04/24 **Apologies for Absence**

05/24 **Declarations of interest**

06/24 **Minutes**

- i) To resolve to approve the Minutes of the Ordinary Meeting held on **11 December 2023**

07/24 **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.

08/24 **Village Matters**

- i) To resolve to approve and adopt the updated Flood Plan
- ii) To note that WC Highways has agreed to the Parish Council's request for their Gullies Team to return to clear the two drains on the South side of The Borough (date to be confirmed).

- iii) To note Parish Steward scheduled visits for 2024 and identify list of jobs for the Jan 11/15 and Feb 13/14 visits.
- iv) To consider and resolve to approve an application to Woodland Trust for their free Hedging pack (for the Cemetery).
- v) Christmas Tree Maypole Green:-
 - To note feedback on the Parish Council led Christmas Tree erection/switching on lights event 2023
 - To report on usage of electricity for this 2023 event and resolve to approve to make payment under the SSEN Account
 - To consider and resolve to approve that the Parish Council (as landowner) will be the named Account holder for the SSEN contract in relation to the supply of electricity to Maypole Green.
 - To consider and resolve to approve that the Christmas Tree erection/switching on lights event in 2024 will be led by the Parish Council
- vi) To ratify the nomination for Cllr Carter to undertake future visual safety check inspections of Charlton All Saints Play Park

09/24 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)

10/24 Moot Lane Play Park Refurbishment

- i) To note that the Secretary of State for Culture, Media, and Sport has granted Schedule Monument Consent for the Moot Lane Play Park refurbishment
- ii) To note Historic England has granted permission for Vita Play to commence works on 08 January 2024 (except for the Goal Posts - see iv) below)
- iii) To note Vita Play will be onsite for 4-5 weeks. Resolve to allocate Parish Council areas of responsibility and milestone dates during this period.
- iv) To note Wessex Archaeology's Written Scheme of Investigation and installation date for the Goal Posts (subject to the Secretary of State for Culture, Media, and Sport's prior approval)
- v) To note the 2nd tranche of PWLB Loan (£55,000) has been secured, interest rate applied, and interest payments for 2024/25
- vi) Grand Opening: to resolve to agree plans, budget (incl Youth Grant), and comms

11/24 Wiltshire Towns Programme

- i) In accordance with Standing Order 22a, to resolve to execute the Wiltshire Towns Programme Final Grant Agreement 2023/24 in accordance with Standing Order 22b.

12/24 Finance

- i) Resolve to approve the Cash Flow Report and payments
- ii) Consider and resolve to approve consolidating water and wastewater (public toilets) on a dual tariff with Source for Business

13/24 Committee & Working Group Reports

- i) To receive an update

14/24 Councillors Reports

- i) To receive reports from the Councillors

15/24 Clerk's Report

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

- 16/24 Correspondence, AOB, urgent matters**
- i) To consider Downton Primary School's request for the Parish Council to re-consider its decision in relation to the installation of a footpath providing access to the school from the park
 - ii) To resolve to agree to the disposal of the A3 printer and industrial sized shredder
- 17/24 Budget/Precept 2024/25: Part 1**
- i) To consider the 3rd draft Budget 2024/25
- 18/24 To consider resolving that Agenda items 19/24 and 20/24 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**
- 19/24 Budget/Precept 2024/25: Part 2**
- i) To consider 3rd draft Budget (confidential items)
 - ii) In the budgeting process, to consider indicative quote for grass cutting at Barford Lane Cemetery wef 01 April 2024
 - iii) To resolve to approve the Precept 2024/25
- 20/24 BWSCA**
- 21/24 Date of next meeting**
- If agreed, the date of the next Meeting for **Downton Parish Council** will be held on **12 February 2024** at **7:00pm** in the **Memorial Hall, Downton (Bonvalot Room)**.