



Downton Parish Council

**MINUTES of the DOWNTON PARISH COUNCIL
EXTRAORDINARY GENERAL MEETING held on
MONDAY 03 NOVEMBER 2025 at 7pm
in THE DOWNTON MEMORIAL CENTRE (BONVALOT ROOM)**

Councillors summoned and present: Jane Brentor (Chair) (JB), Gareth Watts (GW), Matt Randall (MR), Stuart Carter (SC), Paul Roberts (PR), Gary Hawke (GH), and Judith Snares (JS)

Officers present: Melanie Camilleri (Clerk/RFO) (MC)

Members of the public present: One

MINUTES

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

EXTRAORDINARY GENERAL MEETING

on **MONDAY 03 NOVEMBER 2025 at 7pm**

in **THE DOWNTON MEMORIAL CENTRE (BONVALOT ROOM)**

To transact the following business.

AGENDA

249/25 Public Question Time

The Chair will invite members of the public to make representations in respect of the business on the Agenda, ask their questions, or make their statements. The period of time designated for public participation shall not exceed fifteen minutes unless otherwise directed by the Chair. A member of the public shall not speak for more than five minutes.

No questions or statements were raised.

250/25 Apologies for Absence: Cllrs Dave Mace (DM) and Stephanie Jalland (SJ). Reasons noted and accepted.

251/25 Declarations of Interest

i) To receive declarations of interest from Councillors on items on the agenda:

GW: budget matters relating to the Public Toilets cleaning contract.

ii) To receive written requests for dispensations for disclosable pecuniary interests (if any):
None

iii) To consider and grant requests for dispensation in accordance with relevant circumstances under Standing Order 13(h), as appropriate: None

252/25 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.

None - no questions or statements were raised.

253/25 Mid-Year Budget Review 2025/26: Part 1

- i) The mid-year budget position (non-exempt matters) was considered and the position noted.
- ii) Noted that exempt matters (under Sections 40(2): Personal Information and 43(2): Commercial Interests) would be considered under Agenda 256/25

254/27 Budget 2026/27: Part 1

- i) The first draft budget (non-exempt matters) was considered and a couple of changes made to expenditure.
- ii) Noted that exempt matters (under Sections 40(2): Personal Information and 43(2): Commercial Interests) would be considered under Agenda 257/25

255/25 RESOLVED: that Agenda item 256/25 and 257/25 would 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.

256/25 Mid-Year Budget Review 2025/26: Part 2 (exempt matters)

- i) Exempt matters (under Sections 40(2): Personal Information and 43(2): Commercial Interests) were considered. The position on no. months forecast operational reserves @31 March 2026 was noted.
- ii) Noted that a range of quotes are being sought for the Cemetery Refurbishment and Public Toilets Refurbishment projects.

257/25 Budget 2026/27: Part 2 (exempt matters)

- i) Exempt matters (under Sections 40(2): Personal Information and 43(2): Commercial Interests) were considered and a couple of changes made. The position on no. months forecast operational reserves @31 March 2027 was noted.
- ii) Noted that a range of quotes are being sought for the Cemetery Refurbishment and Public Toilets Refurbishment projects.
- iii) Agreed that a second draft Budget 2026/27 will be presented for consideration and approval at the next meeting of full council on 08 December 2025.

258/25 Date of Next Meeting

The date of the next Meeting for **Downton Parish Council** will be held on **Monday 10 November 2025 at 7:00pm** in **The Downton Memorial Centre (Bonvalot Room)**.

Being no further business, JB closed the meeting at 21:39pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING