



Downton Parish Council

By Order of Melanie Camilleri Clerk & RFO

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Date: 04 March 2026

Dear **MEMBER OF DOWNTON PARISH COUNCIL**

You are hereby summoned to attend an

ORDINARY MEETING

on **MONDAY 09 MARCH 2026** at **6:30pm**

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

To transact the following business.

AGENDA

362/26 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.

363/26 To receive a report from PC Marc Evans

364/26 To receive a report from Cllr Richard Clewer (Wiltshire Council)

365/26 Apologies for Absence

366/26 Declarations of Interest

- i) To receive declarations of interest from Councillors on items on the agenda
- ii) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- iii) To consider and grant requests for dispensation in accordance with relevant circumstances under Standing Order 13(h), as appropriate

367/26 Minutes

- i) To resolve to approve the Minutes of the
 - Ordinary Meeting held on **09 February 2026**
 - Extraordinary General Meeting held on **23 February 2026**

368/26 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.

- 369/26 Downton Primary School**
- i) Children representing Downton Primary School will present to full council their selected project; a project which will receive support by Downton Parish Council
 - ii) To resolve to approve a project budget
 - iii) To agree next steps
 - iv) To note arrangements to support the Primary School's tree planting initiative
- 370/26 Highways**
- i) To receive a report on the various Highways initiatives
 - a. Road safety improvements to the informal crossing outside of the Wooden Spoon
 - b. Potholes across the parish and timetable of repair by WC Highways
 - c. Gully and drain clearance
 - d. 20mph speed limit proposition: status of Traffic Surveys and Pedestrian Surveys
 - e. To resolve to approve DPC's request to LHFIG to instal 'No Access' signage at Gravel Close
 - ii) To receive an update on the Parish Steward's return to work
- 371/26 Wiltshire Council's approved Budget 2026/27**
- i) To note Wiltshire Council's approved Budget 2026/27 and Medium-Term Financial Strategy 2026/27 to 2028/29
 - ii) To note Budget provision in relation to valued services for Downton Parish Council – the Parish Steward Scheme and the Parish Emergency Assistance Scheme (PEAS)
- 372/26 Wiltshire Towns Programme**
- i) To receive a report on Downton's Visit Wiltshire entry and Wiltshire Towns Programme proposition using Grant funds
 - ii) To consider and resolve to approve the application for Brown Tourism Signs
- 373/26 Downton Cuckoo Fair 2026**
- i) To receive an update from Downton Cuckoo Fair Ltd regarding:
 - a number of challenges affecting the viability of the event
 - securing insurance cover for the Event
 - agreement to and signing of the Licence to Occupy
 - ii) To note that DPC has:
 - a. contacted SSEN requesting remediation works to the dip on The Borough Greens following electricity upgrade works carried out Summer 2025
 - b. expressed its willingness to work collaboratively with DCF and consider reasonable and proportionate mitigation measures, where practicable.
 - iii) To appoint DPC representative(s) to attend a joint site visit with a DCF representative on Thursday 23 April 6pm to record the pre-event condition of the grounds
 - iv) To agree DPC's approach to public communication if DCF cancels the 2026 Fair.
- 374/26 Planning & Housing**
- 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/2025/00852 – Lawful Development Certificate (enclose a shipping container with timber boarding and addition of tin roof): to note WC Planning's response following Minute 339/26 iii)

375/26 Public Toilets Refurbishment

- i) To resolve to approve CAD drawings for the gents, ladies, and DDA toilets
- ii) To consider and select a cubicle colour scheme for the three toilets
- iii) To consider and select a hygienic wall cladding colour scheme for the three toilets
- iv) To consider and select a flooring colour scheme for the three toilets
- v) To note the proposed project timescales and project management oversight
- vi) To consider and resolve to approve the quote to replace the exterior doors for the three toilets
- vii) To resolve to approve that Downton Cleaning Services will continue to receive contractual payments during the period of refurbishment

376/26 Governance

- i) To note that DPC's Title absolute for Moot Lane Recreation Ground has been registered with HM Land Registry

377/26 Finance

- i) To resolve to approve the Cash Flow Report and payments
- ii) To resolve to approve the Bank Reconciliation prepared by the RFO and signed-off as correct by Members of the Council

378/26 Accounts 2025-2026

- i) To note the internal and external Audit timetable

379/26 Trustee Appointments, Outside Bodies, Committees, Working Groups

- i) To receive any other reports in relation to Trustee Appointments, Outside Bodies, Committees, Working Groups

380/26 Councillors' Reports

- i) To receive reports from Councillors

381/26 Downton Annual Parish Meeting 2026

- i) To agree the date and time of the Downton Annual Parish Meeting
- ii) To make plans for the event

382/26 Date of Next Meeting

To agree the date of the next Meeting for **Downton Parish Council** will be held on **Monday 13 April 2026 at 7:00pm in The Downton Memorial Centre (Bonvalot Room).**