



Downley Community Centre

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DOWNLEY PARISH COUNCIL

TO: ALL MEMBERS OF THE COUNCIL

You are **HEREBY SUMMONED** to attend a **MEETING** of the **DOWNLEY PARISH COUNCIL** which will take place **ON TUESDAY 10th June 2025 at 7:30 p.m. at the Downley Community Centre.**

A G E N D A

1. To record **Attendance** and receive **Apologies for Absence**.
2. **Declarations of Interest & Dispensations** – to receive any declarations of interest and confirmation of any dispensations.
3. To Approve the **Minutes** of the Meeting of Council held on 13th May 2025.
4. **Public Participation Session** - There is an overall time limit of 10 minutes for this segment. No single speaker may speak longer than 2 minutes. Points raised, but not on this evening's agenda, will not be addressed at this meeting but will be answered during the next working day or added to a future agenda as appropriate.
5. To receive and note **reports from Buckinghamshire Councillors**.
6. To receive and note the **minutes of the Planning Committee** dated 2nd May 2025
7. **Councillor reports** – councillors to report on any meetings attended or on the activities of any external bodies they represent.
8. **Lighting representatives report** – to consider the report of Councillor Brooks regarding the painting and numbering of Parish Street lamps and to consider how best to proceed.
9. **Grants** – to consider a grant request of £100 from the Fractured Land Collective to develop a creative event at the 2026 Up! Downley Festival (Appendix 1)
To consider a grant request of £1100 from the Downley Cricket Club for the purchase of a portable electronic scoreboard.(Appendix 2)
10. **Annual Governance Statement 2024/25** – We acknowledge as the members of Downley Parish Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm to the best of our knowledge and belief, with respect to the Accounting Statements for the year ending 31st March 2025, that:
 1. We have put in place arrangements for effective financial management during the year and the preparation of the accounting statements.(Yes/No)
 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. (Yes/No)
 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. (Yes/No)
 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. (Yes/No)
 5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks including the introduction of internal controls and/or external insurance cover where required. (Yes/No)
 6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control system. (Yes/No)
 7. We took appropriate action on all matters raised in reports from internal and external audits. (Yes/No)

8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact upon this authority and, where appropriate have included them in the accounting statements. (Yes/No)
9. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit(Yes/No/Not applicable)
- 11. Annual Governance and Accountability Return – to note and record Section 2 the accounting statements 2024/25.** (Appendix 3)
- 12. CCTV in School Close** – to consider a request from Buckinghamshire Council CCTV to deploy public space CCTV on Parish Columns 150 or 23 for a period between 3 and 6 months.
- 13. NALC Model Standing Orders 2025 Update** to consider adopting the attached model standing orders.
- 14. The use of herbicides, pesticides and insecticides at the Jubilee allotments** – to consider the request of an allotment holder that the use of synthetic chemicals be prohibited at the Jubilee allotments
- 15. Drone flying from the Cricket pinch** – to consider a request to allow a drone launch from the Cricket pitch in connection with aerial filming
- 16. Invoices** – to note those invoices paid since the last meeting on 13th May and to consider and authorise those invoices received in February/March still outstanding (Appendix D)
- 17. To note the Clerks progress report** Attached.
- 18. To note the date and place of the next Meeting**
Tuesday 8th July 2025 at Downley Community Centre.
- 19. Close of the meeting.**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Giles Tandy Clerk to the Council 04/06/25