



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 14<sup>th</sup> NOVEMBER 2023 at 7:30 p.m.**

## 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 10<sup>th</sup> October 2023.
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 13<sup>th</sup> October 2023.
7. **Councillor reports** – councillors to report on the activities of any external bodies they represent.
8. **Grant Applications** - to consider grant applications received on behalf of the Wycombe Food Hub and the Wycombe Rent Deposit Guarantee Scheme. See Appendix 1
9. **To note the Local Government Services Pay Agreement** – for all spinal points to 43 the agreed award was a flat rate of £1925. For scale points above that the award was 3.88% See Appendix 2.
10. **To consider the adoption of revised Standing Orders and Financial Regulations** to remove inconsistencies created by previous independent revisions. See Attached
11. **Bank reconciliations** – to note the bank reconciliations as at 27<sup>th</sup> October 2023 and 28<sup>th</sup> October (attached)
12. **Bank Balance** – to note the balance on the savings account as at 27<sup>th</sup> October.
13. **Invoices** – to note those invoices paid since the last meeting on 10<sup>th</sup> October and to consider and authorise those invoices received in November and still outstanding. See Appendix 3
14. **To note the Clerks progress report** Attached.
15. **To note the date and place of the next Meeting**  
Tuesday 12<sup>th</sup> December 2023 at Downley Community Centre.
16. **Close of Meeting**

**Giles Tandy**

Clerk to the Council 09/11/23

