



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 12<sup>th</sup> March 2024 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 13<sup>th</sup> February 2024.
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 8<sup>th</sup> February 2024.
7. **Councillor reports** – councillors to report on the activities of any external bodies they represent.
8. **Internal Auditor** - to consider appointing Claritas Accountants as Internal Auditor.
9. **Planning Committee Terms of Reference** – to review the terms of reference of the Planning Committee adopted July 2021. See Appendix 1
10. **Reserves Policy** – annual review of the Reserves Policy adopted March 2023. See Appendix 2
11. **Buckinghamshire's best kept village** - to consider entering the 2024 competition. Appendix 3
12. **High Wycombe Cricket Club** - to consider a proposal from High Wycombe Cricket Club that they develop a relationship with the Downley Cricket Club that allows them access to the pitch in consideration of groundworks there.
13. **Buckinghamshire Culture Fireside**– to consider a request from Buckinghamshire Culture to stage a family friendly event based around the story of Beowulf using the Common as a backdrop.
14. **Lengthsman** – to consider engaging a Lengthsman for the Parish.
15. **Noticeboard at Jubilee Green** – to consider replacing the damaged noticeboard at Jubilee Green with one similar to those installed in Downley in 2021. See Appendix 4
16. **Community Governance Review** – to consider Buckinghamshire Council's resolution to undertake a Community Governance Review of the currently unparished area of High Wycombe.
17. **Alzheimer's Society** – to consider a donation of £50 in favour of the Alzheimer's Society in memory of former Parish Clerk Chris Hamilton who served the Parish Council and Downley Community for many years.
18. **Bank reconciliations** – to note the bank reconciliation of the Current account dated 29<sup>th</sup> February 2024.
19. **Invoices** – to note those invoices paid since the last meeting on 13<sup>th</sup> February 2024 and to consider and authorise those invoices received in March still outstanding. See Appendix 5
20. **To note the Clerks progress report** Attached.
21. **To note the date and place of the next Meeting**  
Tuesday 9<sup>th</sup> April 2024 at Downley Community Centre.
22. **Close of Meeting**

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

*Giles Tandy* Clerk to the Council 06/03/24

