

FIRSDOWN PARISH COUNCIL
Mrs AC Purves, Parish Clerk
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27th June 2025

Dear Councillor

You are summoned to attend the Annual Meeting of **Firsdown Parish Council** to be held in the Meeting Room of Winterslow Village Hall on **Thursday 3rd July 2025 at 7.30 pm** to transact the following business.

Yours faithfully,

Catherine Purves

Mrs AC Purves FSLCC

Parish Clerk

The Press and Public are invited to attend., and so there will be an **Open Forum** at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.

Please note that proceedings may be recorded
Wiltshire Councillor Rich Rogers will give his report

AGENDA

46.25 To receive apologies for absence

47.25 To receive any Declarations of Interest from Members

- a. To receive any **Declarations of Interest** in respect of matters contained in this agenda
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

48.25 Minutes

- a. To approve and sign as a correct record the minutes of the Annual Firsdown Parish Council meeting held on 8th May 2025 - draft previously circulated.

49.25 To consider any items raised in the public session (Note no decision can be made)

50.25 To receive reports from:

- a. The Chairman
- b. The Parish Clerk
- c. The Council's representative to the Southern Area Board

51.25 Finance

- a. To confirm the payment of a schedule of accounts for July 2025 in the sum of £1739.67
- b. To note the July 2025/2026 Budget Monitoring form
- c. To note the bank balances as of 30th June 2025
- d. To note the Q1 2025/2026 Bank Rec as of 30th June 2025
- e. To consider quotes for an accounting software package
- f. To note the new GPC SIM only mobile contract

- g. To note an update concerning the dog bin emptying contract
- h. To reconsider the objective to replace the wooden play area fencing with a metal one.

52.25 Governance

- a. To review and update Standing Orders to reflect the new procurement requirements.

53.25 Recommendations from Internal Auditor following satisfactory 2024/2025 report To consider and resolve as follows:

- a. To install an accounting software package – see item 51.25h above.

54.25 New Issues raised for consideration and action as necessary

- a. Concerns about road safety in the parish
- b. Purchase of a second wholly owned FPC Speed Indicator Devices, to be solar powered
- c. Conversion of the existing wholly owned FPC SID from battery to solar power
- d. Noting a report from Wiltshire Council Independent Remuneration Panel concerning Parish Councillor allowances

55.25 Highway/Parish Steward/Footpath matters.

- a. *To note any new Highways issues*
- b. *To note any new tasks for the Parish Steward*
- c. *To note any new footpath matters*
- d. *To note any updates, particularly from the most recent Local Highways and Footpaths Improvement Group, June 2025:*
 - i. *Signing & lining improvements at the junction of the A30 London Road and Old Malthouse Lane (in conjunction with Pitton & Farley Parish Council)- the Traffic Officer will look at the possibility of widening the road here, and improvements to the signing and lining as well.*
 - ii. *Dunstable Crossroads safety improvements – design work for long term solution is progressing, cost estimates for short term lining and signing works to be provided. No change.*
 - iii. *Dropped kerb at Firs Road/A30 junction – still awaiting advice from Legal Services concerning the land ownership. The scheme has been allocated to the traffic engineering team to progress once confirmation has been received.*
 - iv. *Amendments to the B.O.A.T. designation – meeting between Traffic and Rights of Way to be arranged, and cost estimates/timeframe to be provided to FPC. No change.*
 - v. *A30 London Road/Firs Road junction speed reduction project – awaiting legal consultation dates from Wiltshire Council's Traffic Department. The works pack will be prepared, ready to pass to M Group as soon as possible after the consultation period ends.*

56.25 Planning

- a. *To consider a response to planning applications received: None received*
- b. *To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary*
- c. *To confirm the response determined by email for applications received since the last meeting: None received*
- d. *To note planning decisions made by Wiltshire Council since the last meeting: None notified*

57.25 To review and note other ongoing matters

- a. Bank card – card issued and activated. Item closed.
- c. Possibility of the FPC buying the woodland at the northwestern end of Firs Road from the Christie-Miller Estate
- d. Roundbarrow Farm/Permissive bridleway – this was formally opened on 23rd May. It has been confirmed that the RSPB is responsible for its maintenance. Item closed.

58.25 Items for the next agenda

- a. To adopt updated GDPR and Data Protection policies
- b. To adopt a Document Retention Policy
- c. To resolve to work towards obtaining a Cyber Essential Certificate

59.25 To note the date and time of the next ordinary meetings of the Council

Thursday 11th September 2025

Thursday 6th November 2025

All at 7.30pm in the Meeting Room of Winterslow Village Hall

60.25 To close the meeting

Councillors must consider the following when discharging their duties: Equal Opportunities (Race, Gender, Sexual Orientation, Marital Status, and any Disability), Crime & Disorder; Health & Safety; Human Rights; Biodiversity