

FIRSDOWN PARISH COUNCIL
Mrs AC Purves, Parish Clerk
Cranbourne, White Way, Pitton, Salisbury, Wilts, SP5 1DT
Tel: 07598 054675
www.firsdown-pc.gov.uk, e-mail: clerk@firsdown-pc.gov.uk

1st May 2026

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 7th May 2025 at 7.45 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

27.26 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

28.26 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

29.26 To receive apologies for absence

30.26 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.

Councillors are reminded that it is their responsibility to ensure their Register of Interests is up to date

31.26 Minutes

- a. To approve and sign as a correct record the minutes of the ordinary Parish Council meeting held on 5th March 2026 - draft previously circulated.

32.26 Governance

- a. To review and update/approve the following governance documents as necessary:

i. Internal Control Policy, ii General Risk Assessment, iii Effectiveness of Internal Audit Policy, vi Asset Register, vii Standing Orders, viii Financial Regulations.

b. To review and confirm the banking arrangements and bank signatories

c. To review and confirm payments made by direct debit

d. To adopt the Data Mapping Assessment as part of the GDPR suite of documents

33.26 To confirm the Internal Auditor for 2026/2027, the second year of the three-year agreement with Working the Greener Way.

34.26 To appoint representatives to the under mentioned bodies as required:

a) Wiltshire Council's Southern Area Board (1 representative)

b) Wiltshire Council's Local Highways and Footpaths Improvement Group (1 representative)

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

36.26 To receive reports from:

a. The Chairman

b. The Parish Clerk

c. The Council's representative to the Southern Area Board

37.26 Finance

a. To confirm the payment of a schedule of accounts for May 2026 in the sum of £573.00

b. To confirm retrospectively the payment of a schedule of accounts for April in the sum of £1410.64

c. To note the receipt of the half year precept – £10,000.00

d. To note the bank balances as of 30th April 2026 – current £93.00, deposit £45,202.91

e. To note the internal bank transfers undertaken by the Clerk during March and April:

i. 6th March 2026 - £2000.00 from deposit to current

ii. 9th April 2026 - £5000 from deposit to current

ii. 27th April 2026 - £136.79 from

f. To review and update as necessary the general and ear marked reserves

g. To consider quotes for cyber security insurance

h. To consider a quote for the evaluation of the Clerk's role

i. To consider quotes for the new dog bin emptying contract.

38.26 New Issues raised for consideration and action as necessary

a. To note the Wiltshire Council briefing paper on its Devolved Services & assets policy, and for the FPC to consider exploring the possibility of taking on additional grass cutting and gully emptying in the parish on its own or in conjunction with other parishes

39.26 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 Local Highways & Footways Improvement Group:

i. Dunstable Crossroads safety improvements

ii. Dropped kerb at Firs Road/A30 junction

iii. Amendments to the B.O.A.T. designation

iv 50mph limit on A30/London Road

v. Lining and signage at Old Malthouse Lane/A30 junction

40.26 Planning

a. *To consider a response to planning applications received:*

PL/2026/02187 – single storey front extension to form enclosed porch/entrance at 77 Firs Road Firsdwn

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:*
PL/2026/011441 – lawful development/existing use of the positioning and use of a twin unit as a residential dwelling at Lodge, Clearway Garage House, Firsdwn. Object

d. *To note planning decisions made by Wiltshire Council since the last meeting:* None

41.26 To review other ongoing matters

a. Cutting of the hedge/trees on the Byway

42.26 Items for the next agenda

43.26 To note the date and time of the next ordinary meetings of the Council and decide on an extra meeting for end of Year accounts and AGAR approval

Thursday 3rd July 2025

Thursday 11th September 2025

Thursday 6th November 2025

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

44.25 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