

FIRSDOWN PARISH COUNCIL
Mrs AC Purves, Parish Clerk
Cranbourne, White Way, Pitton, Salisbury, Wilts, SP5 1DT
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26th June 2026

Dear Councillor

You are summoned to attend the ordinary Meeting of **Firsdown Parish Council** to be held in the Meeting Room of Winterslow Village Hall on **Thursday 2nd July 2026 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

53.26 To receive apologies for absence

54.26 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.

55.26 Minutes

- a. To approve and sign as a correct record the minutes of the ordinary Firsdown Parish Council meeting held on 8th January 2026 - draft previously circulated.
- b. To approve and sign as a correct record the minutes of the extra ordinary Firsdown Parish Council meeting held on 22nd June 2026

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

57.26 To receive reports from:

- a. The Chairman, including an update on the Pitton Community Shop
- b. The Parish Clerk
- c. The Council's representative to the Southern Area Board
- d. Firsdown Conservation Group
- e. Community Speed Watch

58.26 Finance

- a. To note the bank balances as of 30th June 2026:
- b. To approve the following internal bank transfers undertaken by the Clerk:
 - i. 8th May 2026 – £700.00 from deposit to current

- c. To confirm retrospectively for payment a schedule of accounts for June 2026 £1168.13
- d. To confirm for payment a schedule of accounts for July 2026 in the sum of £***
- e. To note the June 2025.2026 Budget Monitoring form
- f. To note the June 2025 bank reconciliation
- g. To consider the earmarked reserves for 2026/2027

59.26 Governance

- a. To note and action as appropriate the recommendations from the Internal Audit Report:
 - R1 – ensure hyperlink to Wiltshire Council’s Members’ Registers of Interest is published on the Councillors’ Profile Page
 - R2 – consider reviewing and adopting the Local Government Association’s Model Code of Conduct and the Society of Local Council’s Civility & Respect Pledge
 - R3 - Include digital and data security in the General Risk Register
 - R4 – Issue Clerk with new National Association of Local Council’s model contract of employment reflecting her continuous terms of employment from 2018
 - R5 – Underpayment of Clerk for FY2025/2026
 - R6 – Formal notification of annual increase in the nationally agreed National Joint Council’s Spinal Column Points pay rates to the Parish Council to the next formal meeting after receipt by the Clerk
 - R7 – Adopt and upload the latest Information Commissioner’s Office Publication Scheme to the website.
 - R8 – Adopt a policy giving clear instructions about submitting a Freedom of Information Request to the Parish Council
 - R9 – Ensure the Parish Council website is fully compliant with current accessibility legislation as amended from time to time.
- To agree and adopt the ICO recommended Data Protection Complaints Procedure

60.26 New Issues raised for consideration and action as necessary

- a. Possible signing and lining on the A30/London Road in the Figsbury Ring area
- b. To note receipt and any recommended actions from the 2026 Annual Play Inspection

61.26 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 other updates*

62.26 Planning

- a. To consider a response to planning applications received: None*
- 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*
- d. To note planning decisions made by Wiltshire Council since the last meeting:*
 - PL/2026/01441 – lawful development/existing use of the positioning and use of a twin unit as a residential dwelling at Lodge, Clearway Garage House, Firsdown. Approved 3rd June 2026.
 - PL/2026/02187 – single storey front extension to form enclosed porch/entrance at 77 Firs Road Firsdown. Approved 3rd June 2026

63.26 To review and note other ongoing matters or decide on further action. As appropriate

- a. Purchase of second replacement bench
- b. Hedge/trees on the byway
- c. Benchmarking of the Council and Clerk's role
- d. Joint gully emptying project with Grimstead, Idmiston and Pitton & Farley Parish Councils

64.26 Items for the next agenda

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

Thursday 10th September 2026 at 7.30pm in the Meeting Room of Winterslow Village Hall

Thursday 5th November 2026 at 7.30pm in the Meeting Room of Winterslow Village Hall

66.26 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