



## Notice of an Ordinary Meeting of the Parish Council

Clerk: Sally Hughes  
44b High Street  
Chippenham CB7 5PR  
01638 720915  
clerk@chippenhamcambis.info

To Members of the Council

I hereby give notice that a meeting of Chippenham Parish council will be held on **Monday 12<sup>th</sup> February 2024 7pm** at Chippenham Village Hall. You are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Members of the public and press are invited to attend.

7<sup>th</sup> February 2024

*Sally Hughes*

Clerk

### AGENDA

- 23-24/122 Apologies for absence
- 23-24/123 Declaration of Interest – to consider dispensation requests
- 23-24/124 Minutes of the last meeting – to sign as a correct record the minutes of the meeting held on 8<sup>th</sup> January 2024.
- 23-24/125 Public Participation
- 23-24/126 District Council Report
- 23-24/127 County Council Report – to note receipt of report from Cllr Lorna Dupre
- 23-24/128 Planning
- i. Neighbourhood Plan -to receive feedback from Open Morning
  - ii. [21/01695/NSIP - Sunnica Solar Farm – to receive update](#)
- Planning Outcomes
- 23-24/129 Clerk's Report – for information only
- 23-24/130 Play Areas
- 23-24/131 Highway Matters  
Request for additional funding for LHI scheme
- 23-24/132 Village matters
- i. Risk Assessment
  - ii. Staploe Medical Centre display
- 23-24/133 Financial Matters
- i. Payments for authorisation – see Payment List
  - ii. Grass cutting contract for 2024
  - iii. Appoint internal auditor
  - iv. April meeting – to consider moving April meeting date
- 23-24/134 Policies & Council Matters
- i. Flexible Working Policy – to review and adopt
  - ii. Leave Policy – to review and adopt
- 23-24/135 Property - Palace Lane properties – to receive updates
- i. Windows – to consider options
  - ii. No 8 – to consider request to decorate utility
  - iii. No 10 – to consider quote to repair lock
  - iv. No 8 & 10 – to consider quote for loft insulation
- 23-24/136 Items for the next agenda