



## Notice of an Ordinary Meeting of the Parish Council

Clerk: Sally Hughes  
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To Members of the Council

I hereby give notice that a meeting of Chippenham Parish council will be held on **Monday 9<sup>th</sup> January 2023 2 – 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.

3<sup>rd</sup> December 2023

*Sally Hughes*

Clerk

### AGENDA

- 22-23/98 Apologies for absence
- 22-23/99 Declaration of Interest – to consider dispensation requests
- 22-23/100 Minutes of the last meeting – to sign as a correct record the minutes of the meeting held on 12<sup>th</sup> December 2022.
- 22-23/101 Public Participation
- 22-23/102 District Council Report
- 22-23/103 County Council Report
- 22-23/104 Planning
  - i. [21/01695/NSIP - Sunnica Solar Farm – to receive update](#)
  - ii. [21/01255/RMA Land NE 37 & 38 High Street](#)
  - iii. Naming of roads for new development off Scotland End – to consider naming/numbering scheme
- 22-23/105 Clerk's Report – for information only
- 22-23/106 Play Areas
  - i. Annual Inspection – to assign inspector for annual review
  - ii. Wildflower areas – to consider work to clear and harrow wildflower areas
- 22-23/107 Highway Matters
  - i. Agricultural traffic
- 22-23/108 Village matters
  - i. Risk Assessment
  - ii. Recent criminal activity
  - iii. Coronation – to consider plans
  - iv. CCTV – to receive a proposal from Cllr Bennett
- 22-23/109 Financial Matters
  - i. Payments for authorisation – see Payment List
  - ii. Quarterly Reports – to receive and approve quarterly financial reports
- 22-23/110 Property - Palace Lane properties
  - i. 8 Palace Lane - to receive updates
  - ii. 8 Palace Lane – requests from tenants
- 22-23/111 Policies & Council Matters
  - i. Policies – to review and approve
    - a. Sickness Absence Policy
  - ii. Council logo – to consider creating a logo for council literature
  - iii. April meeting date – to reschedule meeting date to avoid Easter Monday
  - iv. Election – publication and promotion of upcoming election
- 22-23/112 Items for the next agenda
  - i. Financial – internal control process
  - ii. Litter pick
  - iii. Auditor assignment