



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 13th February 2023 – 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.

7th February 2023

Sally Hughes

Clerk

AGENDA

- 22-23/113 Apologies for absence
- 22-23/114 Declaration of Interest – to consider dispensation requests
- 22-23/115 Minutes of the last meeting – to sign as a correct record the minutes of the meeting held on 9th January 2023.
- 22-23/116 Public Participation
- 22-23/117 District Council Report
- 22-23/118 County Council Report
- 22-23/119 Planning
- i. [21/01695/NSIP - Sunnica Solar Farm – to receive update](#)
 - ii. Naming of roads for new development off Scotland End – to receive update
- Planning Outcomes**
- i. 22/01333/FUL 24 High Street, side and rear extension – approved
 - ii. 21/01255/RMA – land NE 37 & 38 High Street - approved
- 22-23/120 Clerk's Report – for information only
- 22-23/121 Play Areas
- 22-23/122 Highway Matters
- i. Agricultural traffic – to receive update
 - ii. LHI scheme – to note completion of works
- 22-23/123 Village matters
- i. Risk Assessment
 - ii. Recent criminal activity
 - iii. Coronation – to approve Terms of Reference and receive update
 - iv. CCTV – to receive update from Cllr Bennett
- 22-23/124 Financial Matters
- i. Payments for authorisation – see Payment List
 - ii. Internal Control process – to discuss process and checklist
 - iii. Quarterly reports – to receive reports
 - iv. Internal Audit – to assign an internal auditor
- 22-23/125 Property - Palace Lane properties
- i. 8 Palace Lane - to receive updates
- 22-23/126 Policies & Council Matters
- i. Policies – to review and approve
 - a. Leave Policy
 - b. Flexible Working Policy
 - ii. Council logo – to receive update from Cllr Royston
 - iii. April meeting date – to confirm revised date of 17th April
 - iv. Election – publication and promotion of upcoming election
- 22-23/127 Items for the next agenda