

# CHISELDON PARISH COUNCIL



**You are summoned to the December 2024 PARISH COUNCIL MEETING.**

## **AGENDA**

**on Monday 9<sup>th</sup> December 2024 at 7.30pm at Recreation Hall, off Norris Close, Chiseldon.**

Disabilities are not always visible. Please let a member of the council know if we can assist you. We ask all those attending our meetings to speak clearly, slowly and address the room so that those with communication difficulties are able to hear you.

**Public recess** - *to receive questions and comments from the public on Council related matters. Members of the public are allowed to address the Chairman for 3 minutes. No decisions will be taken at this meeting. Discussion will only take place when a subject raised is within an agenda item. Maximum 10 minutes*

- 1. List attendances and vote on approval of apologies for absence**  
(Absences without apologies to be noted separately)
- 2. To vote on co-option of a total of 2 candidates for Parish Cllr. (if any candidates are in attendance).** No candidates
- 3. Vote on any declarations of interests - and vote on any dispensations requested.**
- 4. Approval of minutes – Full Council meeting 11<sup>th</sup> November 2024.**
- 5. Action Points from last meeting.**
- 6. Community safety, including Police report. PCSO Vicky Townsend in attendance to provide a report and answer questions.**
- 7. Ward Cllr reports.**
- 8. To discuss and vote on whether a Listening Companion or Amanuensis should be permitted to sit in on confidential agenda items. [See additional information](#)**
- 9. To approve the confidentiality agreement written for item 8 on the agenda, for a Listening Companion or Amanuensis to sign. [See additional information](#)**
- 10. Approval of policies: Amanuensis and Listening Companions. (new policy.) [See additional information](#)**
- 11. Discussion and vote on any changes to how the council track changes made on official documents. [See additional information](#)**

**12. PLANNING. Discussion & vote on any additional planning applications received from Swindon Borough Council where a time extension is not approved to hear the item at the next planning meeting.** Published on the councils Facebook page and on the councils website.

**13. FINANCE. Approval of Bank Reconciliations from October.** (as required in Financial Regulations) [See additional information](#). To ensure that the bank statement and the finance system figures are the same.

**14. FINANCE – Review & approval of November 2024 finance figures**-loaded onto MS Teams in "Teams/Chiseldon Parish Council/Files" December 24 finance figures to date loaded into MS Teams for information  
Cllrs to check that expenditure looks correct, VAT allocation is correct, and the cost centre that transactions are posted to, look relevant. Please raise any concerns.

**15. FINANCE. General finance status overview from Cllr Kearsey.**

**16. FINANCE. Discuss and vote on whether the council approves Councillors allowances.** [See additional information](#)

**17. FINANCE. If applicable, discuss and vote on 2025/26 budget.** [See additional information](#)

**18. FINANCE. If applicable, discuss and vote on 2025/26 precept amount.** [See additional information](#)

**19. To discuss and vote on any actions to take with regards to the Thermal Imaging Camera scheme being discussed between Swindon Borough Council and Parish Councils.** [See additional information](#)

**20. To vote on Cllr Jefferies and Cllr Hinton being added as representatives of CPC at the Swindon Local Councils Forum group.**

**21. To discuss and vote on proposal of "No Confidence" vote of Swindon Borough Council (Cllr Jefferies)** [See additional information](#)

**22. To discuss and vote on whether to sign up to the national "Civility and Respect" pledge.** (Cllr Howlett) [See additional information](#)

**23. To discuss and vote on any actions required with regards to rural south parishes forming a coalition to have bargaining power on goods and services.** (Cllr Hinton). [See additional information](#).

**24. COMMITTEE REPORTS:** Brief reports only please due to time constraints.

**NEW - Finance Committee Chairman to report back to Full Council with the results of the review of the budget vs expenditure report from the 4<sup>th</sup> Dec meeting. Items of significant under or overspend to be raised.** To be added to a future agenda if required.

**General finance report – Cllr Woodham  
EGPA report from Cllr Rawlings**

**Planning, Highways and Transport report – Cllr Jefferies**  
**Risk Assessment report from Clerk.** [See additional information](#)  
**Correspondence feedback for Cllrs** – if available, loaded onto MS Teams.

**25. Items for next agenda.** (Cannot be discussed and/or voted on at this meeting)

The next Full Council meeting will be on **Monday 13<sup>th</sup> January 2025 7.30pm.** The Recreation Hall, Off Norris Close, Chiseldon.

Contact details Mrs Clair Wilkinson, Clerk.  
[clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk) Tel 01793 740744  
Signed by Clerk: C Wilkinson. Dated:03.12.2024

*Clair Wilkinson*

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**Legislation to allow the council to vote and/or act:**

Item 18. Precept LGA 1972 S150 section 4  
Item 19. Thermal Camera scheme. Possible LGA 1972 s.136, or **s137**

The public should request a copy of additional materials for agenda items, directly to the clerk at [clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk). This does not include items marked as confidential. Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Rural Communities Act 2006 and consider the impact of their decisions under the Crime and Disorder Act 1998 Section 17. Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly. For more details see our "Biodiversity Duty" and Crime and Disorder" policy which will appear on our website [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk) as soon as possible.