

# CHISELDON PARISH COUNCIL



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

## **AGENDA**

**on Monday 13<sup>th</sup> May 2024 at 7.30pm at Recreation Hall, off Norris Close, Chiseldon.**

**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 5 candidates for Parish Cllr. (if any candidates are in attendance).**
- 3. Vote on any declarations of interests - and vote on any dispensations requested.**
- 4. Approval of minutes – Full Council meeting 8<sup>th</sup> April 2024.**
- 5. Action Points from last meeting.**
- 6. Community safety, including Police report.**
- 7. Ward Cllr reports.**
- 8. Discussion and vote if required on any matter relating to the Transition of Services from Swindon Borough Council to Chiseldon PC.**
- 9. FINANCE. To approve £3500 costs from unallocated funds to be used for new fencing at the allotment site. EGPA have already voted in favour. [See additional information on MS Teams.](#)**
- 10. FINANCE. Approve section one of the AGAR (Annual Governance and Accountability Return) [See additional information on MS Teams](#)**
- 11. FINANCE. Approve section two of the AGAR. [See additional information on MS Teams.](#)**
- 12. FINANCE. To formally note the comments from the Internal Auditor from the 23/24 interim audit. [See additional information on MS Teams.](#)**
- 13. FINANCE. To consider and vote on funding a walking leaflet for the Chiseldon Parish area, costing around £2000.00. [See additional information on MS Teams.](#)**

**14. FINANCE.** To review the 23/24 final budget vs expenditure report, and the 24/25 to date report. [See additional information on MS Teams.](#)

**15. FINANCE.** To note the increased annual cost to £340.00 +VAT (£30 increase from £310.00, 9.7%) for the wordsearch facility at Sanders Webworks, for the councils website.

**16. FINANCE.** To note the increased annual cost to £288.00 (22% increase) for membership to SLCC. Index linked to Clerks salary and hours.

**17. FINANCE.** To review and vote on a quote from Sanders to include the facility to add items on the events page to the weekly emailed bulletins, via the website. [See additional information on MS Teams.](#)

**18. FINANCE.** To review the council's position on Cyber Security insurance cover. To vote on taking out cover if required. [See additional information on MS Teams.](#)

**19. 6 monthly review of the councils website.** [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk)

**20. Approval of policies:** None for this meeting.

**21. 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.

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

**Finance – Review & approval of March & April 2024 finance figures**-loaded onto MS Teams in "Teams/Chiseldon Parish Council/Files" May 24 finance figures to date loaded into MS Teams for information.

**Finance report** – No meeting.

**EGPA report from a Cllr present at the meeting.**

**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.

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

The next Full Council meeting will be on **Monday 10<sup>th</sup> June 2024 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:07.05.2024

*Clair Wilkinson*

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

Item 9 Allotment SHAA 1908 s26

Item 13 leaflet LGA 1972 s137

Item 17. Website LGA 1972 s142

Item 18. Insurance LGA 1972 s111

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.