

# FROXFIELD PARISH COUNCIL

## Clerk to the Council

Esther Cope  
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## Contact Information

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## **To: All Members of the Council**

Clr V Body, Clr S Heppenstall, Clr C Wilson, Clr R Smith, Clr T Till, Clr A Miles and Clr E Morton.

Dear Sir/Madam,

You are hereby summoned to attend The Annual Meeting of Froxfield Parish Council which will be held at Froxfield Memorial Hall, at 8:00pm on Monday 23rd May 2022 where the following business will be transacted.

Members of the Public and the Press are welcome to attend.

Yours faithfully

*Esther Cope*

Miss Esther Cope  
Clerk to the Council

## Agenda

**001/2022 Election of the Chairman for the forthcoming year and the signing of the Acceptance of Office.**

**002/2022 Election of the Vice-Chairman for the forthcoming year and the signing of the Acceptance of Office.**

**003/2022 Apologies for absence, declarations of Interest and Dispensations.**

**004/2022 Minutes from the previous meeting**

To approve and sign the minutes of the meeting held on Monday 14<sup>th</sup> March 2022.

**005/2022 Public Question Time**

The meeting will be adjourned for a maximum of 10 minutes to allow members of the public, if present, to make representations, ask questions and address the Council about matters of local concern.

**006/2022 Appointing Committees**

Councillors to consider and approve the Planning Committee.

**007/2022 Reviewing Policy Documents and proposed meeting calendar 22/23**

Councillors to consider and approve the following.

007.1 Code of Conduct (Revised 2021)

007.2 Financial Regulations (Revised 2021)

007.3 Standing Orders 2021 (Revised 2021)

007.4 Meeting calendar for 22/23.

**008/2022 Chairman's Report**

To receive a report from the Chairman.

### **009/2022 Matters Outstanding**

Councillors to receive a report of the following

- 009.1 The final stages of the Church Lane parking project
- 009.2 The blocked drain, Church Lane
- 009.3 Report on the recent tree survey, circulated prior to the meeting
- 009.4 Wiltshire Council grass cutting schedule
- 009.5 Community payback update to payment for unpaid work

### **010/2022 New Matters**

Councillors to consider the following

- 010.1 Councillor training opportunities
- 010.2 Defibrillator training and monthly checks
- 010.3 Play area, village green and water meadow monthly checks
- 010.4 A new Logo for Froxfield Parish Council
- 010.5 Froxfield.org domain amendments

### **011/2022 Planning**

Councillors to receive a report of applications received since the previous meeting Monday 14<sup>th</sup> March 2022

**PL/2022/00844** - The Old Bakehouse- Replacement of 21 old and inefficient windows to A+ energy rated double glazed units in keeping with the style of the property.

**PL/2022/03003** - 44 Brewhouse Hill - Proposed single storey rear extension. Replace all uPVC windows with new uPVC windows. Convert out buildings into accommodation used for friends and family for occasional use.

**PL/2022/02881** - 44 Brewhouse Hill - Proposed single storey rear extension. Replace all uPVC windows with new uPVC windows. Convert out buildings into accommodation used for friends and family for occasional use.

### **012/2022 Finance**

Clerk to provide a report for year ending 31<sup>st</sup> March 2022

- 012.1 Budget report FY 21/22, circulated prior to the meeting
- 012.2 Councillors to consider and approve the final accounts FY 21/22, circulated prior to the meeting
- 012.3 Councillors to consider and approve the Internal Auditor report, circulated prior to the meeting
- 012.4 Chairman and Clerk to sign the Accounting Statements (AGAR Section 1, 2 and Certificate of Exemption), circulated prior to the meeting.

### **013/2022 Any other business / Correspondence received**

- 013.1 Pewsey Community Area Partnership - Annual report FY 21/22
- 013.2 Wiltshire Council and Swindon Borough Council - Solar panel and storage group-buying scheme
- 013.3 Wiltshire Council Levelling Up White Paper.

### **014/2022 Date for next meeting**

TBC