

FROXFIELD PARISH COUNCIL

<p>Clerk to the Council Lynn Casey-Sturt 2 The Limes, Froxfield, Wiltshire SN8 3LB</p>	<p style="text-align: right;">Contact Information Telephone Number: 07590 637165 Email: clerk@froxford.org</p>
---	---

To: All Members of the Council

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

Dear Sir/Madam

You are hereby summoned to attend The Annual Meeting of Froxfield Parish Council, to be held at Froxfield Memorial Hall, at 8:00pm on Monday 15 May 2022 where the following business will be transacted.

Members of the public and press are welcome to attend.

Yours faithfully

[Lynn Casey-Sturt](#)
Clerk to the Council

Agenda

Number	Agenda Item	Paper	Timings (PM)	Lead	Action
001/2023	Election of the Chairman for the forthcoming year, and the signing of the Acceptance of Office	001.01	8:00	V-Chair	Elect Sign
002/2023	Election of the Vice-Chairman for the forthcoming year, and the signing of the Acceptance of Office	002.02	8:05	Chair	Elect Sign
003/2023	Apologies for Absence, Declarations of Interest and Dispensations To put forward and sign a new declaration for 2023/24	003.01	8.10	Chair	Note Sign
004/2023	Minutes from the previous meeting To approve the minutes of the meeting held on Monday 13 March 2023	004.01	8.15	Chair	Approve Sign
005/2023	Questions from Members of the Public 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	Verbal	8.20	Chair	Discuss
006/2023	Appointing to Committees and Councillor responsibilities, and signing of the Acceptance of Office Councillors to consider and approve: Planning Committee; Water Meadow Committee; Highways Committee; and other Councillor responsibilities	Verbal	8:30	Chair	Approve Sign

Number	Agenda Item	Paper	Timings (PM)	Lead	Action
007/2023	Reviewing Policy Documents and proposed meeting calendar 2023/2024 <i>(All papers circulated in advance of this meeting)</i> Councillors to consider and approve the following: <ul style="list-style-type: none"> • Code of Conduct (Revised 2021) – no change • Financial Regulations (Revised 2019) – no change • Standing Orders 2021 (updated April 2022) – Revised April 2023 • Meeting Calendar for 2023/24 and 2024/25 	007.01 007.02 007.03 007.04	8.45	Clerk	Approve
008/2023	Chair's Report To receive a report from the Chair – forward look to the year ahead	Verbal	8.55	Chair	Note
009/2023	Matters Outstanding Councillors to receive a report of the following:	Verbal	9.05	Chair Chair Chair Cllr Morton Chair Cllr Smith Chair Cllr Heppenstall	Discuss
009.01	Froxfield Speed Limit Survey and SID Project				
009.02	Community payback update to payment for unpaid work				
009.03	Village Green replacement swings – updated quote and (lottery funding application update				
009.04	Seeking further local sponsors				
009.05	A new Logo for Froxfield Parish Council				
009.06	New on demand local bus service				
009.07	The blocked drain, Church Lane				
010/2023	New Matters Councillors to consider the following:	Verbal	09.15	Cllr Wilson Chair Chair Chair Clerk	Discuss Discuss Agree Agree
010.01	Defibrillator training and monthly checks				
010.02	Play area, village green and water meadow monthly				
010.03	checks				
010.04	Merging of FPC bank accounts				
011/2023	Planning – Weekly Lists <i>(papers circulated in advance of this meeting)</i> Councillors to receive a report of applications received since the previous meeting: 13 March 2023 <ul style="list-style-type: none"> • PL/2023/02621 	011.01	09:25	Clerk	Note
012/2023	Finance – Year-end Report (FY 2022/23) <i>(All papers circulated in advance of this meeting)</i> WALC Membership Renewal Budget Report Annual Accounts (Final) Internal Audit Report Chairman and Clerk to sign the Accounting Statements (AGAR Section 1,2 and Certificate of Exemption)	012.01 012.02 012.03 012.04 012.05			Note Approve Approve Sign
013/2023	Any Other Business / Correspondence Received Parish Council Insurance Renewal (new provider)	013.01			Approve
014/2023	Date for next meeting 17 July 2023				