

CHRISTIAN MALFORD PARISH COUNCIL

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To: **Members of the Council**

You are summoned to the **Annual Meeting of Christian Malford Parish Council** to be held in the **Christian Malford Village Hall** on **Wednesday 3 May 2023** at **7.15pm**

Linda Roslyn
Parish Clerk
27 April 2023

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where each member of the public is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

AGENDA

020⁽²³⁾ **Elect a Chair**

To elect a Chair and to receive the Statutory Declaration of Acceptance of Office.

021⁽²³⁾ **Apologies and Reasons for Absence.**

022⁽²³⁾ **Declarations of interests from members regarding matters on the agenda.**

023⁽²³⁾ **Public Forum Session**

15 minutes will be allowed for questions and comments from members of the public.

024⁽²³⁾ **Minutes for Approval**

To approve the minutes of the Parish Council Meeting held on Wednesday 5 April 2023.

025⁽²³⁾ **To review and approve Policies, Procedures and Governance Documents:**

- a) Standing Orders (v3.1)
- b) Financial Regulations (v3.2)
- c) Other Policies & Procedures
 - i. Allotment Rules & Procedures (v3.0)
 - ii. Bee Keeping Policy (v1.1)
 - iii. CCTV Operational Procedure (v1.0)
 - iv. Complaints Procedure (v1.0)
 - v. Memorial Policy (v1.1)
 - vi. Persistent & Vexatious Complaints Procedure (v1.0)
 - vii. Privacy Notice (v1.0) and GDPR Consent Form (v1.0)
 - viii. Publication Scheme (v1.0)
 - ix. Removable Media Policy (v1.0)
 - x. Website Accessibility Statement (v1.0)
- d) Internal Financial Control Statement (v1.4)
- e) Asset Register (v3.2)
- f) Risk Schedule – May 2023 (v1.4)

026⁽²³⁾ **Code of Conduct (v2.0)**

To approve the adoption of the new Code of Conduct for Members, as adopted by Wiltshire Council.

- 027⁽²³⁾ **To confirm Councillor Areas of Responsibility**
To note that the areas of responsibility for Councillors all remain unchanged.
- 028⁽²³⁾ **Finance**
a) To approve the monthly accounts statement and new invoices for payment.
b) To ratify the approval of expenditure, by the Clerk and Chair, for the emergency repairs to CMAL17 and CMAL1 at £140.
- 029⁽²³⁾ **Planning**
a) To receive an update from Cllr C Read in respect of planning matters.
b) **Premises Licence Application** - To consider a response to the Premises Licence Application for the provision of outdoor live and recorded music and the supply of alcohol at the Recreation Ground on 15 July 2023
- 030⁽²³⁾ **Neighbourhood Development Plan Review**
To receive an update from the NDP Review Group.
- 031⁽²³⁾ **Highways, Parish Steward and Community Speed Watch/SID**
To receive updates from Cllr I Patterson.
- 032⁽²³⁾ **Recreation Ground**
To receive an update from Cllr K Assinder.
- 033⁽²³⁾ **Malford Meadow and Allotments**
To receive an update from Cllr Hines.
- 034⁽²³⁾ **Burial Ground**
To receive an update from Cllr M Johnson.
- 035⁽²³⁾ **Rights of Way and Village Assets**
To receive an update from Cllr I Kirkpatrick.
- 036⁽²³⁾ **Village Hall**
To receive an update from Cllr I Kirkpatrick.
- 037⁽²³⁾ **Flooding/Emergency Plan**
a) To receive an update from Cllr M Cox.
b) **Community Emergency Contacts** - To consider nominations for volunteer contacts for the Wiltshire and Swindon Prepared Local Resilience Forum.
- 038⁽²³⁾ **Environmental/Sustainability Matters**
To receive an update from Cllr B Kimber.
- 039⁽²³⁾ **Wiltshire Council**
To receive an update from Ward Cllr H Greenman.
- 040⁽²³⁾ **Clerk's Report**
To note the Clerk's Report, including main items of correspondence and matters referred.
- 041⁽²³⁾ **Date of the Next Meeting**
To note the date of the next Parish Council Meeting as Wednesday 7 June 2023.