

**NORTH WRAXALL PARISH COUNCIL**  
North Wraxall Upper Wraxall The Shoe Ford Mountain Bower

All Members of the Parish Council are summoned to attend the Annual Meeting of North Wraxall Parish Council to be held at North Wraxall Community Hall on **Wednesday 14<sup>th</sup> July 2021 at 7.00pm**

Members of the press and public are welcome but due to Covid-19 regulation please inform the Clerk as space is limited due to the 2 mtr distancing required. **All attendees must wear face masks.** If you are unable to attend but have a question or wish to make a comment about any item on the agenda please contact the Clerk on [northwraxallpc@btinternet.com](mailto:northwraxallpc@btinternet.com)

**Public Question Time prior to the meeting provides an opportunity for Members of the public to raise questions and comments on any of the agenda items. Time for this session is limited to 15 minutes (3 minute limit per person).** Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100. **Please notify the Clerk in advance of the meeting if you wish to raise a question.**

Glenys Gill  
Clerk, North Wraxall Parish Council

7<sup>th</sup> July 2021

## AGENDA

1. To Elect the Chairman of the Council and to receive the Chairman's Declaration of Office
2. To Elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Office
3. To Receive & Approve Apologies for Absence  
Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted
4. To Receive any Declaration of Interest from Members  
Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).
5. To Receive Appoint Lead Councillor to the following: Deferred from 19.05.21
  - 5.1 Highways (Parish Steward)
  - 5.2 Planning
  - 5.3 Assets (Register/Risk Assessments)
  - 5.4 IT/Communications (Website/Zoom)
  - 5.5 Governance (Policies & Procedures)
  - 5.6 Community (Resilience Plan/ Covid-19)
  - 5.7 Finance (Precept/Salaries/Funding)
  - 5.8 HR (Clerk)
6. To Appoint Members for Representation on: Deferred from 19.05.21
  - 6.1 Chippenham Rural Forum
  - 6.2 Chippenham Area Board
  - 6.3 Chippenham Area Transport Group
  - 6.4 Neighbourhood Watch
  - 6.5 Community Hall, North Wraxall
7. To Approve the Minutes of the Parish Council Meeting held on 19<sup>th</sup> May 2021  
LGA 1972 Sch 12 para 41(1)
8. To Receive & Act Upon Rolling Action List
9. **Finance**
  - 9.1 To Receive Statement of Accounts for Approval.
  - 9.2 To Receive Grant Request from Wiltshire Citizens Advice
  - 9.3 To approve backdated payment on new ruling on homeworking expenses

### Planning

10. To Receive Notification of Planning Permission Withdrawn:
  - 10.1 PL2021/03718 & 21/01959/LBC Endsleigh, Ford, SN14 8RP  
Proposal: Replacement of existing conservatory **NO OBJECTIONS but assurance that the shared drain for the two properties 'Endsleigh' and 'Bybrook' would still include a man hole cover in the new proposal.**

11. To Receive Notification of Planning Applications Determined:

11.1 21/01323/TCA 7, The Dene, Ford, SN14 8BR

Proposal: Fell 1 Fir Tree (T1)

12. To Receive Notification of Planning Applications Received:

12.1 PL/2021/05070 Highfield House, Richards Drive, North Wraxall, SN14 7AZ

Proposal: Installation of a ground based 30kW domestic solar array in the northern end of the paddock.

**Assets**

13. To Discuss Action Required from Assets Risk Assessment Report – Parish Noticeboards

**Governance**

14. To Discuss Combining North Wraxall Parish and North Wraxall Parish Council Websites – Deferred from 19.05.21

13.1 To Approve adoption of: northwraxallpc.gov.uk parish website and position-based emails addresses

15. To Receive and Adopt current North Wraxall Corporate Plan and Agree date for Working Party to update Plan to 2023/2024  
- Deferred from 19.05.21

16. Clerks Report

16.1 Councillor's Induction and Training

16.2 Councillor vacancy

16.3 Briefing Note # 21-09 Temporary Pavement Licences

16.4 “ “ # 21-08 Enhancement of Bus Services

16.5 “ “ #21-10 Democratic Meetings during the pandemic

16.6 Cotswold Conservation Board – New representation for Parish Group 6 – Martin Mitchell

16.7 The Queens Green Canopy

**North Wraxall Parish Council meets bi-monthly on the second Wednesday of the month. The next meeting will take place on Wednesday 8<sup>th</sup> September at 7.00pm at North Wraxall Community Hall.**