



WROUGHTON PARISH COUNCIL

10 December 2019

Dear Councillor,

You are **summoned** to attend a meeting of the **PARISH COUNCIL** to be held on **MONDAY 16 DECEMBER 2019 at 7.30pm** in **The Ellendune Community Centre, Barrett Way.**

A handwritten signature in black ink, appearing to read 'Emma Freemantle'.

Emma Freemantle
Clerk

AGENDA

1. **Apologies**
To receive apologies.
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 1 July 2012.
3. **Co-option of Councillors**
To co-opt two new members onto Wroughton Parish Council.
4. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
5. **Minutes of the Previous Meetings**
To confirm as a true record the minutes of the Parish Council meeting held on Monday 18 November 2019 (Copy to follow).
6. **Community Safety**
To note the next Community Safety Forum will be held on Tuesday 21 January 2020 at the Ellendune Community Centre, time TBC.

To discuss any community safety items.
7. **Information from Borough Councillors**
To receive information from the three Ward Councillors regarding any issues which they consider to be relevant to the Parish.
8. **Parish Council Representatives' and Trustees Report**
To receive reports from representatives and Trustees of outside bodies.

9. **Chair's Report**
To receive a report from the Chair.
10. **Clerks Forum**
To receive the minutes from the latest Clerks forum held at Haydon Wick Parish Council on Thursday 21 November (Copy attached).
11. **Planning Safety and Highways Committee**
To receive a verbal update from the Chair of the Planning Safety and Highways Committee.
12. **Flag Flying Policy**
To receive a draft Flag Flying Policy (Copy attached)
13. **Sports and Youth Facilities Working Party**
To receive an update from the Sports and Youth Facilities Working Party held on Monday 9 December 2019 (To follow).
14. **Christmas Working Party**
To note that the wash up meeting of the Christmas event will take place in January 2020, date still to be confirmed.
15. **Youth Club Working Party**
To receive an update from the Youth Club Working party held on Friday 29 November 2019 (To follow).
16. **BMX Wroughton**
To receive an update from the meeting held on Tuesday 10 December 2019 regarding the flood light installation and ongoing track maintenance plan (To follow).
17. **Emergency Plan Working Party**
To note that the next Emergency Plan Working Party has been scheduled for Thursday 16 January 2020 with the assistance of Tasha Lunn, Civil Protection Officer at Swindon Borough Council.

Exclusion of Press and Public

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: Staffing matters.

18. **Staffing Matters**
To discuss various staffing matters.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.