

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

Email: mailbox@boxparish.org.uk

Website: www.boxparishcouncil.gov.uk

19th May 2022

Dear Councillor

You are summoned to attend the Annual Meeting of the Box Parish Council to be held in the **Pavilion, Valens Terrace, Box** on **Thursday 26th May 2022** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence should be sent to the Clerk prior to the meeting.

Yours sincerely

M.S. Carey

Mrs M.S. Carey
Clerk

AGENDA

1. To receive any apologies for absence
2. Election of Chairman of the Council for 2022/23 and Declaration of Acceptance of Office
3. Election of Vice Chairman of the Council for 2022/23
4. Composition of Committees and Election of Committee Chairmen
5. Composition of the Finance & Governance Committee
6. To agree the Calendar of Meetings for 2022/23
7. Appointment of Representatives to sit on outside bodies

Ordinary Business

8. Public Question Time – to receive questions from members of the public – time allowed 15 minutes
9. Chairman's Announcements and Declaration of Interests relating to the Agenda
10. To receive the Minutes of the Council Meeting held on 28th April, update on issues and to consider any matters arising from these minutes
 - Climate Strategy Working Group – update
11. **Committees**
 - Policy & Finance**; To receive the Minutes of the Meeting held on 16th May
 - **Annual Governance Statement**: **Recommendation** that the Annual Governance Statement be agreed
 - **Applications for funding**: Recommendation that the applications for funding to Wessex Water Environment Fund and Everyday Heritage Grants be submitted
 - **Proposed stall at Box Revels**: Cllr B. Walton to update
 - **Application to register Rudloe Green as a Community Asset** – discussion on the formation of a Working Group to examine all functions required for the planning, development, acquisition, management and maintenance of the Rudloe Green Community Asset and the Rudloe Play Area.
 - Cemetery Management**: To receive the Minutes of the Meeting held on 9th May
 - **Recommendation** that the quotation for the survey of the top field from Tigergeo in the sum of £1960 + vat be accepted
 - Planning & Conservation**: To receive the Minutes of the Meeting held on 28th April and 16th May
 - Personnel Committee**; To receive the Minutes of the Meeting held on 23rd May and to consider any recommendations made (to follow)
12. Discussion on issues arising from the Annual Parish Meeting

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13. **To receive any urgent correspondence**
 - **Queens Jubilee Celebrations on Rudloe Green - 4th June 2022**
 14. **Finance**
Annual Governance and Accountability Return
 - **Internal Auditor's report**
 - **To agree the Accounting Statements 2021/22**
- Accounts: To receive any accounts for payment and statement of balances**
15. **Chairman's Diary, Representatives' reports and report from County Councillors**
 16. **Items of report and future Agenda items**
 17. **Dates of forthcoming meetings: 30th June 2022**