

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

Office open to public
Monday & Thursday
9.30 – 12.30
or by appointment

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356

17th September 2021

Dear Councillor,

You are summoned to attend an Extraordinary meeting of the Box Parish Council to be held **at The Pavilion, Valens Terrace, Box on Thursday 23rd September 2021** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence to be sent to the Clerk or the Chairman prior to the meeting.

Yours sincerely,

Sheila G Parker

Sheila Parker
Chairman

A G E N D A

1. To receive any apologies for absence
2. Public Question Time – to receive questions and petitions from members of the public. Members of the public can speak on any item relating to the Agenda or duties of the Council. Each member of the public will be allowed to speak for 3 minutes only
3. Chairman's Announcements and Declarations of Interest
4. Items to be discussed:
 - a. Structure of Committees – clarity on what Committees discussed
 - b. Terms of Reference for Committees
 - c. Constitution on the Policy & Finance Committee re the non-chair member
 - d. Expectation of Chairs of Committee
 - e. Council procedures including review of Standing Orders and how the Parish Council manages co-options
 - f. General Powers of Competency
 - g. Zoom subscription

The meeting will close at 9.30 pm