

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office Hours
Monday & Thursday
9.30 – 12.30
or by appointment

Telephone: 01225 742356
Fax: 01225 744049

1st November 2021

Dear Councillor,

You are summoned to a meeting of the **Policy and Finance Committee** to be held **at the Parish Council Offices** on **Monday 8th November 2021** commencing at **7.30 p.m.** to consider the following Agenda.
Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Declaration of Interests relating to items on the Agenda
3. Public Question Time
4. To receive the Minutes of the Meeting held on 11th October 2021
 - Review of actions and matters arising from the Minutes
5. To receive any correspondence including
 - Wessex Flood Resilience Team – letter
6. Review of Policies
 - Health & Safety Policy and Procedures - Cllr R. Campbell
 - Procurement Policy requirement matrix - Cllr R Campbell
 - Forward Plan – update from Committee Chairmen
7. Financial matters – monitoring report to 31st October 2021
8. Legal Matters
 - Rustic Cottage, Box Hill – to obtain solicitors advice re the preparation of a release of covenant deed
9. To receive accounts for payment
10. To consider items to be included with the budget
11. Highway matters – update on issues
 - Request from Cllr Mathew for metro counts at Beech road and possible measures
12. Items for discussion
 - Climate Strategy Action Plan – to discuss how this will be implemented by the Committee
 - Terms of Reference for the Committee
13. Any items raised at Full Council meeting
 - Terms of Reference of Working Groups
14. Any items of report or future agenda items
15. Date of next meeting – 6th December 2021