



Notice of the Annual Parish Council Meeting of Chippenham Parish Council

Clerk: Sally Hughes
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To Members of the Council

I hereby give notice that a meeting of Chippenham Parish Council will be held on **Monday 11th May 2026 at 7pm** at Chippenham Village Hall.

You are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Members of the public and press are invited to attend.

Sally Hughes

Clerk
6th May 2026

AGENDA

- 26-27/001 Election of the Chairman
- 26-27/002 Election of the Vice Chairman
- 26-27/003 Co-option
- 26-27/004 Apologies for absence
- 26-27/005 Declaration of Interest – to consider dispensation requests
- 26-27/006 Minutes of the last meeting – to sign as a correct record the minutes of the meeting held on 13th April 2026.
- 26-27/007 Public Participation
- 26-27/008 Clerk’s Report – for information only
- 26-27/009 District Council Report
- 26-27/010 County Council Report
- 26-27/011 Planning
 - i. Neighbourhood Plan – to receive an update
 - ii. [21/01695/NSIP - Sunnica Solar Farm](#) – to receive update
 - iii. [26/00354/FUL – Norwich Road, Kennett - erection of light industrial unit and associated works](#)
 - iv. [26/00398/FUL – Palace Cottage, 2 Palace Lane - Two-storey rear extension](#)
- Tree Works
- Planning Outcomes
 - i. 26/00017/FUL – Haddam Industrial Estate - Construction of Warehouse & associated works – refused
 - ii. 25/01337/VAR – land behind 37 & 38 High St, vary conditions - permitted
- 26-27/012 Play Areas
 - i. Rugby posts – to receive an update
 - ii. Barge boards at play area
 - iii. Annual Inspection – to review report and agree actions

- 26-27/013 Highway Matters
- i. LHI 2025 – to receive an update
- 26-27/014 Village matters
- i. Risk Assessment
- 26-27/015 Annual Meeting Matters
- i. Standing Orders – review and approve
 - ii. Financial Regulations – review and approve
 - iii. Asset Register – review and approve
 - iv. Confirmation of insurance cover – review and approve
 - v. Subscriptions – review and approve
 - vi. Direct Debits and Standing Orders – review and approve
 - vii. Dates for meetings – to set meeting dates for 2026/27
- 26-27/016 Financial Matters
- i. Payments for authorisation – see Payment List
 - ii. Insurance renewal and 3 year contract
- 26-27/017 Policies & Council Matters – to review and approve
- i. Flexible Working Policy
 - ii. Lone Workers Policy
 - iii. Leave Policy
 - iv. Sickness Absence Policy
- 26-27/018 Property - Palace Lane properties
- i. To note need for flashing repair to chimney at 10 Palace Lane and review quotes
- 26-27/019 Items for the next agenda
- Noticeboards