

COUNCIL

15 June 2011

Dear Councillor

NOTICE is hereby given that a meeting of **Chippenham Town Council** will be held at The Town Hall, High Street, Chippenham on **Wednesday 22 June 2011** at which your attendance is requested upon the rising of the Strategy & Resources Committee.

Yours faithfully

Sue Wilthew
Clerk & Chief Executive

| | | |
|-----------------|----------------------|----------------|
| To Councillors: | Mrs DB Allen | Mrs LK André |
| | TC Bate | MC Coates |
| | PR Darby | WJ Douglas |
| | Mrs MM Fallon | Mrs SA Gibson |
| | R Jones | Mrs EA Kennedy |
| | Mrs MF Lloyd | ACG Noblet |
| | Mrs SE Oakes | MAC Packard |
| | BS Patterson | JA Phillips |
| | Mrs NM Phillips | Mrs M Pile |
| | DLB Powell | RHP Purdon |
| | Mrs LS Roberts-Rance | JR Scragg |
| | Mrs ME Stickland | Ms S Veitch |
| | Mrs JM Wood | WA Wood |

AGENDA

1. APOLOGIES

2. DECLARATION OF INTEREST

All Members of the Town Council are reminded to declare any interest they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the Code of Conduct included in current approved Standing Orders.

3. PUBLIC QUESTION TIME

To receive any written or verbal questions from the public.

4. MINUTES

- (i) To receive the Minutes of the Annual Town Meeting held on Wednesday 27 April 2011 (copy previously circulated).
- (ii) To approve as a correct record and sign the Minutes of the meeting held on Wednesday 27 April 2011 and the Annual Meeting held on Thursday 11 May 2011 (copies previously circulated).

5. MATTERS ARISING

Matters of information not covered on the Agenda.

6. MAYOR'S ANNOUNCEMENTS

7. COMMITTEE MINUTES

To receive the following:-

a. Strategy and Resources Committee

Minutes of the meetings held on Wednesday 18 May 2011 (copy previously circulated).

b. Amenities Committee

Minutes of the meeting held on Wednesday 18 May 2011 (copy previously circulated).

c. Planning and Environment Committee

Minutes of the meetings held on Thursday 12 May 2011 and Thursday 02 June 2011 (copies previously circulated)

8. STATEMENT OF ACCOUNTS 2010/2011: EXTERNAL AUDIT

- (i) Pursuant to the meeting of Strategy & Resources Committee held on 22 June 2011 to receive for approval the Financial Statement (copy previously circulated).

Recommended that the Town Mayor and the Responsible Financial Officer sign the Financial Statement.

- (ii) Pursuant to the meeting of Strategy & Resources Committee held on 22 June 2011 to receive for approval the Annual Return in the statutory form (copy previously circulated).

Recommendation that the Town Mayor, the Clerk & Chief Executive and the Responsible Financial Officer sign the Annual Return.

- (iii) Pursuant to the meeting of Strategy & Resources Committee held on 22 June 2011 to receive for approval the Statement of Corporate Governance.

Recommendation that the Statement of Corporate Governance 2010/11 be approved.

- (iv) Pursuant to the meeting of Strategy & Resources Committee held on 22 June 2011 to receive for approval the final version of the Annual Report 2010/11 (copy previously circulated).

Recommendation that the Annual Report 2010/11 be approved for publication and circulated to all interested parties.

9. ST. NICHOLAS SCHOOL GOVERNORS

To receive an email and poster from St. Nicholas School regarding a vacancy for a Governor (copy attached).

10. PRESS RELEASE

To consider, if necessary, the issue of a press release arising from the meeting.