

# CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Town Council held at the Town Hall, High Street, Chippenham on Wednesday 22 June 2011 on the rising of Strategy and Resources Committee.

PRESENT: Councillor DLB Powell (Chairman)  
Councillors Mrs DB Allen, Mrs LK Andre TC Bate, MC Coates,  
Mrs MM Fallon, Mrs SA Gibson, R Jones, ACG Noblet, MAC Packard  
JA Phillips, Mrs NM Phillips, Mrs M Pile, DLB Powell, RHP Purdon,  
JR Scragg, Mrs ME Stickland, Ms S Veitch

## OFFICERS

PRESENT: Mr CNA Williams (Head of Support Services)  
Mr AE Jones (Head of Service Delivery)

### 7. APOLOGIES

Apologies for absence were received from Councillors WJ Douglas, Mrs EA Kennedy  
Mrs. MF Lloyd, Mrs SE Oakes, BS Patterson, Mrs JM Wood, WA Wood

### 8. DECLARATION OF INTEREST

No declaration of interest as defined by the Code of Conduct in the current approved  
Standing Orders was received.

### 9. PUBLIC QUESTION TIME

There were no written or verbal questions from any member of the public.

### 10. MINUTES

- (i) The Minutes of the Annual Town Meeting held on Wednesday 27 April 2011  
were received.
- (ii) The Minutes of the following meetings were approved as a correct record and  
signed by the Chairman:-
  - \* Wednesday 27 April 2011
  - \* Thursday 11 May 2011.

### 11. MATTERS ARISING

There were no matters arising not covered elsewhere on the Agenda.

### 12. MAYOR'S ANNOUNCEMENTS

The Town Mayor reported that during the last six weeks he had attended 35  
engagements.

Particularly memorable had been:-

- \* The Ceremony to thank the Volunteer Wardens at the Heritage Centre and celebrate their Community Award from Wiltshire Council
- \* The Sea Cadets' celebration of closer links with MOD Corsham
- \* The last ceremony at RAF Lyneham on its closure
- \* Citizenship Ceremonies

The Facilities Tour on Monday 20 June 2011 had once again shown the high standard of all the Town Council's facilities and thanks were recorded to all staff concerned.

13. COMMITTEE MINUTES

(a) Strategy and Resources

The Minutes of the meeting held on Wednesday 18 May 2011 having been proposed and duly seconded.

**RESOLVED** that the Minutes of the meeting be received and as far as necessary adopted.

(b) Amenities Committee

The Minutes of the meeting held on Wednesday 18 May 2011 having been proposed and duly seconded.

**RESOLVED** that the Minutes of the meeting be received and as far as necessary adopted.

(c) Planning and Environment Committee

The Minutes of the following meetings were proposed and duly seconded:-

- Thursday 12 May 2011
- Thursday 02 June 2011

**RESOLVED** that the Minutes of the meetings be received and as far as necessary adopted.

14. STATEMENT OF ACCOUNTS 2010/11: EXTERNAL AUDIT

Pursuant to Minute 32/11 of the meeting of Strategy & Resources Committee held on 22 June 2011 the following Recommendations were proposed and duly seconded.

On taking a vote which was unanimous.

**RESOLVED** that

- (i) The Financial Statement be approved, adopted and signed by the Town Mayor and the Responsible Financial Officer.

- (ii) The Annual Return be approved, adopted and signed by the Town Mayor, the Clerk & Chief Executive and the Responsible Financial Officer.
- (iii) The Statement of Corporate Governance 2010/11 be approved and signed.
- (iv) (a) The Annual Report 2010/11 be approved and adopted subject only to final editing and proof reading.  
  
(b) The final editing is delegated to the Clerk & Chief Executive and the Head of Support Services with Councillor RHP Purdon empowered for final proof reading.  
  
(c) Performance Review Sub-Committee consider and debate the draft Annual Report in future years.

15. ST. NICHOLAS SCHOOL GOVERNOR

On receiving an email and poster from St. Nicholas School regarding a vacancy for a Governor (copy in Minute Book)

**RESOLVED** that Councillor Mrs M Fallon be nominated to serve as a Governor

16. PRESS RELEASE

**RESOLVED** that no specific Press Release be issued as a member of the Press had been present.

The meeting closed at 8.40 pm.

These Minutes are subject to confirmation at the next meeting.