

CHISELDON PARISH COUNCIL



**You are summoned to the Planning, Transport Development and Highways
COUNCIL MEETING.**

AGENDA

**on Tuesday 2nd January 2024 at 7.00pm. At the Old Chapel Office, Butts
Road, Chiseldon.**

Public recess - to receive questions and comments from the public on Council related matters. Members of the public are allowed to address the Chairman for 3 minutes. No decisions will be taken at this meeting. Discussion will only take place when a subject raised is within an agenda item. Maximum 10 minutes. Please contact the Clerk if you would like a copy of any additional information noted on the agenda. Any additional information (unless confidential) can be requested from the Clerk prior to the meeting.

- 1. List attendances and vote on approval of apologies for absence** (Absences without apologies to be noted separately)
- 2. Declarations of interests - and vote on any dispensations requested.**
- 3. Approval of minutes** – from 30th November 2023 (Note, no December meeting)
- 4. Review action points**
- 5. Neighbourhood Plan.** Discuss and vote on the following: (Requested from Andrea Pellegram our consultant)
 - a. Agree the consultation process and the message sent out
 - b. Identify & agree the consultation 6 week period – ideally January to mid-February 24.
 - c. Agree printing of survey form and leaflet for all households in the parish – [see additional information](#) for suggested templates. All information will be available on line, and via a Survey Monkey survey.
 - d. Agree extra printing costs for residents who request a full paper copy posted to their address. [See additional information.](#)
 - e. Approve max spend of £165+VAT for extra documentation to be loaded onto our Website by Sanders Webworks – too much for their usual monthly hours.
- 6. Items for next agenda.** (Cannot be discussed and/or voted on at this meeting)

The next meeting will be on **Thursday 25th January 2024 7.30pm.** The Old Chapel Office, Butts Road, Chiseldon.

Contact details Mrs Clair Wilkinson, Clerk
clerk@chiseldon-pc.gov.uk Tel 01793 740744
Signed by Clerk: C Wilkinson Dated: 20.12.2023

Clair Wilkinson

Committee members: Cllrs Ian Kearsley, Pauline Barnes, Jon Jackson, Jenny Jefferies (Committee Chairman), Chris Rawlings (Committee VC), James Whitehead, Chay Ford.

Public notice – if you comment during public recess at a council meeting your personal details (such as name and address as relevant) will be recorded on the minutes. Please advise the Clerk at the time of speaking if you do not wish your personal details to be noted. Please see our privacy policy on www.chiseldon-pc.gov.uk for full details of how we store & manage data.

Legislation to allow the council to vote and/or act:

Item 5. NHP Localism Act 2011. part 6 chapter 3 and 9

The public should request a copy of additional materials for agenda items, directly to the clerk at clerk@chiseldon-pc.gov.uk

Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Rural Communities Act 2006 and consider the impact of their decisions under the Crime and Disorder Act 1998 Section 17.

Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly.

For more details see our "Biodiversity Duty" and Crime and Disorder" policy which will appear on our website www.chiseldon-pc.gov.uk as soon as possible.