

## Notice of meeting

There will be a meeting of the South Marston Parish Council on Tuesday  
20<sup>th</sup> November 2018 at 7:30pm in the Village Hall.

Agenda item	Supporting info	Start time
1. <b>Open 10 minutes</b>	None	7:30pm
2. <b>Apologies</b>		7:40pm
3. <b>Declarations of interest</b> Members are reminded that they should declare any interest they have in an agenda item at the start of the meeting or, if not previously foreseeable, during any discussion of the matter concerned.	None	7:42pm
4. To approve and sign the minutes of the <b>Parish Council meeting held on Tuesday 16<sup>th</sup> October 2018.</b>	Village website	7:45pm
5. To note the <b>resignation of Councillor David Roberts</b>	None	7:48pm
6. To review and update the <b>Parish Council actions</b>	<a href="#">Actions</a>	7:50pm
7. To review and update the <b>Parish Council calendar</b>	<a href="#">Timeline</a>	7:55pm
8. To review and discuss the <b>Clerks Report</b>	<a href="#">Report</a>	8:00pm
9. To review and discuss the <b>Correspondence Report</b>	<a href="#">Report</a>	8:05pm
10. To review and comment on <b>Planning applications</b> S/HOU/18/1797 – ‘Erection of a two-storey side/rear extension at Ash Tree Cottage, Highworth Road’ Deadline date: 3 <sup>rd</sup> December 2018	<a href="#">SBC planning website</a>	8:10pm
11. To appoint members and approve terms of reference for <b>Recruitment Working Group</b>	<a href="#">Details</a>	8:15pm
12. To authorise <b>Recruitment Working Group to recruit Clerk and Responsible Financial Officer</b>	<a href="#">Details</a>	8:17:pm
13. To discuss and approve comments on the <b>Strategic Housing &amp; Economic Land Availability Assessment (SHELAA)</b>	<a href="#">SBC website</a>	8:20pm
14. To review and approve the <b>risk management documentation</b>		8:25pm
15. To review and agree draft contracts for <b>Village services 2019-2020</b>	<a href="#">Details</a>	8:30pm
16. <b>Reports from Working parties:</b> Communications: Open Spaces: Allotments:	<a href="#">Report</a> <a href="#">Report</a> <a href="#">Report</a>	8:40pm
17. <b>Reports relating to Expansion</b> Strategic Planning Working Group:	<a href="#">Report</a>	8:55pm
18. <b>Other reports</b> SMRA: Swindon Area Committee:	<a href="#">Report</a> <a href="#">Report</a>	9:00pm
19. <b>Finance</b> To review and approve <b>finance statement and payments</b> To approve delegated budget for <b>Allotment &amp; Open Spaces Working Groups</b>	<a href="#">Finance statement</a>	9:10pm
20. <b>Matters brought forward by or with the consent of the Chair</b>		9:20pm
Meeting closure:	9:30pm	

Signed,

*Claire Penny*, South Marston Parish Council Clerk