

SEAGRY PARISH COUNCIL

www.seagryparishcouncil.gov.uk

6th May 2026

Dear Councillor,

You are summoned to the **Annual Meeting of the Seagry Parish Council**, which will be held on **Tuesday 12th May 2026** in **The Goss Croft Hall, Upper Seagry SN15 5HD** commencing at **7.30p.m.** The Annual Meeting will be followed by a Meeting of the Seagry Parish Council commencing on the completion of the Annual Meeting. The Press and Public are welcome to attend the Meetings.

Yours faithfully,

Vivian Vines

Vivian A Vines MBE SLCC
Parish Clerk

ANNUAL COUNCIL MEETING AGENDA

(Agenda Items for decision are marked as such)

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

1. **ELECTION OF CHAIRMAN:** To elect a Parish Council Chairman for the next Council Year and for the elected Chairman to sign His/Her Declaration of Acceptance of Office. **(For Decision)**
2. **ELECTION OF VICE CHAIRMAN:** To elect a Parish Council Vice Chairman for the next Council Year and for the elected Vice Chairman to sign His/Her Declaration of Acceptance of Office. **(For Decision)**
3. **APOLOGIES:** To note and agree Apologies received from Council Members. **(For Decision)**
4. **CONFIRMATION OF CHEQUE SIGNATORIES:** To confirm cheque signatories as being all Members of the Council, with any two to sign. **(For Decision)**
5. **CALENDAR OF MEETINGS FOR 2026/2027:** To consider and agree a Calendar of Meeting Dates for Full Council Meetings for the next Council Year and Meeting Dates for Planning Council Meetings that are subject to cancellation should there be no business to be transacted. **(see attached) (For Decision)**
6. **ELECTION OF PARISH COUNCIL SUB-COMMITTEES & WORKING GROUPS:** To consider and agree Membership of Council Sub-Committees and Working Groups for the next Council Year. At the present time the Council has no Sub-Committees or Working Groups. **(For Decision)**
7. **ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES:** To consider and agree the appointment of Council Representatives for the next Council Year. **(For Decision)**
 - a) Seagry Community Neighbourhood Watch Coordinator
 - b) Seagry Community Emergency Planning Coordinator
 - c) Seagry Community Rights of Way Warden
 - d) Seagry Designated Flood Warden and Flood Wardens
 - e) Seagry Neighbourhood Area Plan Steering Group (2 Members) (if required)
 - f) Seagry Allotments
 - g) Chippenham Community Area Board (Wiltshire Council)

- h) Chippenham Community Area Parish Forum
- i) Wiltshire Council Northern Flood Working Group
- j) Wiltshire Council Parish Steward (Link Member)
- k) Chippenham Local Highway and Footpath Group (LHFIG)
- l) Goss Croft Village Hall Trustees (2 Members)
- m) Seagry Signpost Magazine Liaison/Editorial
- n) Chippenham Climate & Ecological Emergency Forum (if required)

8. COUNCIL POLICIES: To agree to consider any changes required to Adopted Policies. To include Standing Orders and Financial Regulations, Code of Conduct, Asset Register, Freedom of Information Act Publication Scheme and the Risk Assessment and Management Register. **(For Decision)**

9. INTERNAL AUDITOR: To consider and agree the appointment of an Internal Auditor. **(For Decision)**

10. DATA PROTECTION REGISTRATION:

The Council is registered with the Information Commissioner, Registration Reference ZA347203. The Council is registered as a Data Controller under GDPR. Council Members are Data Processors as they hold personal information that should not be released into the public domain. **(to note)**