



You are requested to attend the Chilton Polden Parish Council Meeting to be held at the Village Hall commencing at 7:30pm on Wednesday 10th December 2025

Louise Chilcott, Clerk, can be contacted at clerk@chiltonpoldenpc.co.uk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health and Safety and Human Rights. Members of the public are welcome to attend and will be given time to speak during the meeting, in an open public session.

DRAFT AGENDA

1. Those Present
2. Apologies for Absence and Declarations of Interest and Dispensations
3. Statements by County Councillors
4. Minutes of the meeting held on: 20th November 2025.
5. Matter arising (including matters of report from the minutes not itemised below)
6. Election for new Chair
7. Election for new Vice Chair
8. Arrange Precept meeting
9. Financial Matters
 - 9.1 - Clerk's Salary: £292 per month (Due for payment 30th December)
 - 9.2 – RJ re-imburement of £40.00 for Christmas tree for Church graveyard
 - 9.3 – TH Reimbursement for laptop £603.98 (£21.01 (previously agreed but order cancelled and slight price increase)
 - 9.4 – Flexmedia invoice 4012 £367.49

10.Planning Matters

10.1 - None

11. CPPC Website – Timeline update (RJ), Can CPPC clerk/Councillors update website? (LC) Page on CPPC website for local groups who do not have website for updates, or reply on Poldens today? (LC)
- 12.Councillors council email address/website update (LC)
13. Verge Cutting/Working (TH)
14. Risk Assessments (Finance, data security) (TH/MA)
15. St Edwards Church – has letter been responded to from Sept meeting? (LC/TH)
16. Christmas Tree updates (RJ/NS/AC)
17. Do CPPC use an accounting package? (Scribe accounts for AGAR) (LC)
18. Speed limit signs obscured/ Rotated
19. Poldens Today – CPPC Consent

MATTERS OF REPORT

Date of next meeting – **Wednesday 14th January 2026** STARTING AT 7:00pm