



# Highworth Town Council

Council Offices  
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Swindon  
Wiltshire  
SN6 7FB

Town Clerk: Mrs D Rose  
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[www.highworthtowncouncil.gov.uk](http://www.highworthtowncouncil.gov.uk)

8 June 2021

## TO: ALL MEMBERS OF HIGHWORTH TOWN COUNCIL

You are summoned to a **face to face** Meeting of the **FULL COUNCIL GENERAL PURPOSE & FINANCE** on **TUESDAY 15 JUNE 2021 following the Full Council Meeting** at Northview Community Centre, The Dormers, Highworth, SN6 7PQ

Yours faithfully

*Deanne Rose*  
TOWN CLERK

Members of the Public and Press are invited to attend this Meeting, however, participation in the debates is not permitted.

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## AGENDA

1. **Election of Chairman**  
To Elect the Chairman for the forthcoming year 2021/2022
2. **Apologies and Declarations of Interests**  
To receive any Apologies and any Declarations of Interests  
*(Members are reminded that at the start of the Meeting they should declare any known interests in any matter to be considered and during the Meeting if it becomes apparent that they have an interest in the matters being discussed)*
3. **Election of Deputy Chairman**  
To Elect the Deputy Chairman for the forthcoming year 2021/2022
4. **Public Question Time (Maximum 10 Minutes)**  
Members of the Public are to submit any questions to the Town Clerk in writing to [clerk@highworthtowncouncil.gov.uk](mailto:clerk@highworthtowncouncil.gov.uk) by no later than, **12.00pm on Monday 14 June 2021**. They will be read out at the Meeting
5. **Correspondence**  
To receive any correspondence
6. **Minutes of the Meeting and Matters Arising**  
To confirm as a true record the Minutes of the General Purpose & Finance Meeting held on Tuesday 16 March 2021 and address any matters arising from these Minutes
7. **Market Managers Report**  
To receive a verbal update from the Market Manager and approve recommendation to subscribe to The National Association of British Markets
8. **Accounts**  
To accept the accounts and authorise payments
9. **To Re-Adopt the Following Policies**
  - a. Model Code of Conduct, Model Standing Orders and Chairmanship
  - b. Financial Standing Orders
  - c. Financial Risk Assessment/Re-Affirm Internal Financial Controls

**10. Highworth in Bloom Grant Application**

To consider the Highworth in Bloom Grant Application of £400.00

**11. Visit Highworth Limited**

To resolve to continue to support Visit Highworth Limited for the final year 2021/2022 up to £12,000.00

**12. Visit Wiltshire Subscription**

To authorise payment of the Visit Wiltshire Annual Subscription

**13. Flags and Flagpoles**

To receive a verbal report and consider proposals by Councillor G Evans

**14. Members' Business**

To note Members Business



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson