



Highworth Town Council

Council Offices
3 Gilberts Lane
Highworth
Swindon
Wiltshire
SN6 7FB

Town Clerk: Mrs D Rose
01793 762377

admin@highworthtowncouncil.gov.uk
www.highworthtowncouncil.gov.uk

29th September 2023

To Councillors: K Saunders (Chairman), G Dennis, I Durnin-Duffy, N Gardiner, L Gow, F Haines, J Murphy, G Olley and R Williams

You are summoned to a **face to face** Meeting of the **ENVIRONMENT & LEISURE COMMITTEE** on **TUESDAY 3rd October 2023** following the Planning Committee Meeting (approximately 7:15pm) in The Council Chamber, Gilberts Lane, Highworth SN6 7FB

Yours faithfully

Deanne Rose

TOWN CLERK

AGENDA

1. **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)
2. **Public Question Time (maximum 10 Minutes)**
Members of the Public are given a period not exceeding 10 Minutes to ask Councillors questions or submit comments.
3. **Correspondence**
To receive any correspondence
4. **Minutes of the Meeting**
To confirm as a true record the Minutes of the E&L Committee Meeting held on Tuesday 5th September 2023
5. **Allotment Renewal**
To approve the allotment renewal charge
6. **Allotment Rules & Regulations**
To approve the revised Allotment Rules & Regulations
7. **Town Clerk Update**
To receive a verbal update from the Town Clerk on the following items:
 - a. Post Box
 - b. Surveys
 - c. Naming of the Road Sweeper
8. **HGV Traffic Through Highworth A420**
Councillor N Gardiner to update on the Transport Working Group at Swindon Borough Council following the meeting in August 2023 where HGV traffic was discussed.
9. **Members' Business**
To note Members Business