



Highworth Town Council

Council Offices
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Highworth
Swindon
Wiltshire
SN6 7FB

Town Clerk: Mrs D Rose
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21st November 2023

TO: ALL MEMBERS OF HIGHWORTH TOWN COUNCIL

You are summoned to a **face-to-face Meeting** of the **FULL COUNCIL** on **TUESDAY 28th NOVEMBER 2023 @ 7:00pm** at 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 & Correspondence**
Members of the Public are given a period not exceeding 10 Minutes to ask Councillors questions or submit comments and to receive any correspondence
3. **Minutes of the Meeting and Matters Arising**
To confirm as a true record the Minutes of the Full Council Meeting held on Tuesday 24th October 2023 and address any matters arising from these Minutes
4. **Police**
The Police to attend meeting to address any issues or concerns in the Town
5. **Jazz Festival 2024**
To receive an update from the Jazz Festival Committee
6. **Committee Meeting Minutes**
To note the following Committee Meeting Minutes and receive updates from each Committee Chairman

Minutes

- a. Finance & General Purpose - 17th October 2023
- b. Neighbourhood Plan - 24th October 2023
- c. Environment & Leisure - 3rd October 2023
- d. Planning - 3rd October 2023

Recommendations

- e. Recommendation – To RESOLVE recommendation from F&GP Committee (Minute reference 35) to approve the installation of new flag poles on the Podium, including survey and planning permission costs to be funded from RR 403

- f. Recommendation - To RESOLVE recommendation from E&L Committee (Minute reference 48) To accept the proposed precept for the E&L Committee
 - g. Recommendation -To RESOLVE recommendation from E&L Committee (Minute reference 49) To reinstate the monthly litter pick following the survey results and to appoint councillors to deliver initiative
7. **Visit Highworth Limited (VHL)**
To discuss the VHL Finance Report and future support from Highworth Town Council
 8. **Community Engagement**
To receive a verbal report from the Town Clerk on a pilot Highworth radio programme following a meeting with Swindon 105.5FM
 9. **Precept 2024/2025**
To approve recommendation to accept the Precept demand for the Financial Year 2024/2025 from F&GP Committee
 10. **Wrde Up Festival**
To approve the request to hold the Wrde Up Festival on Friday 5th July and Saturday 6th July 2024 on the Lower Recreation Ground
 11. **Community Flags**
To receive a verbal report from the Town Clerk on the Community Flags initiative
 12. **Protocol**
To discuss the draft Protocol and provide any feedback to the Swindon Local Council Forum
 13. **Election Cycles**
To discuss future elections and if they should be aligned with Swindon Borough Council Election Cycle commencing in May 2026 or remain the same
 14. **Annual Fair**
To discuss a complaint from a High Street business regarding the location of the Fun Fair
 15. **5G Mast**
To discuss the requirement for a 5G mast in the Town and how this can be progressed (Cllr S Apps)
 16. **Members Business**
To note members business

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