

POLICY & FINANCE COMMITTEE

21st May 2019

To: All members of Policy & Finance Committee

Councillors S Callen (Chairman), L Brown, S Fateru, J Fuller, R Hailstone, V Manro, S Heyes, D Rodgers, A Roupelis, R Venkatesh and R Worman.

To: All other Haydon Wick Parish Councillors.

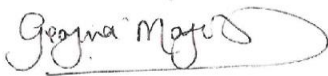
Dear Councillor,

You are summoned to a meeting of Haydon Wick Parish Council which will be held at the Parish Council Offices, Thames Avenue, Haydon Wick SN25 1QQ on **Tuesday 28st May 2019 at 7.30pm.**

Members are politely asked to forward any questions or queries relating to items on the agenda to the Clerk at least 48 hours prior to the meeting.

Swindon Borough Council Ward Members, the public and press are also invited.

Yours sincerely



Georgina Morgan-Denn BA (Hons), PSLCC
Clerk to Council

AGENDA

- 1. Apologies**
To receive and approve.
- 2. Declarations of Interest**
To receive any Declarations of Interest.
- 3. Public Participation**
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
- 4. Chairman's Announcements (if any)**
- 5. Minutes of the Previous Meetings**
To confirm as a true record the minutes of the Amenities & Leisure Committee meeting held on 26th March 2019 (attached).
- 6. Election of Vice-Chair**
To elect the Vice-Chair of the Committee.
- 7. Councillor Reports**
To receive reports from Councillors. For information only.

- 8. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 9. Parish Council Budget 2019/20**
To provide the Committee with a brief overview of the 2019/20 budget (attached).
- 10. Financial Matters**
(a) To note the Income & Expenditure Statement for April 2019 (tabled)
(b) To note the Bank Statements and Bank Reconciliations for April 2019 (tabled)
(c) To note the Banking Arrangements for 2019/20 and actions arising (attached).
- 11. Internal Auditor's Report**
To note the interim report from the Internal Auditor and recommendations arising on page 9 (attached).
- 12. Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2019**
To note the timetable for completing the 2018/19 AGAR (attached).
- 13. Policy & Finance Committee Terms of Reference**
To review the updated Committee's Terms of Reference and recommend the changes to the next Full Council meeting in June (attached).
- 14. Personnel Sub-Committee Terms of Reference**
To review the updated Sub-Committee's Terms of Reference and recommend the changes to the next Full Council meeting in June (attached).
- 15. Personnel Sub-Committee Membership**
To note the proposed Personnel Sub-Committee Membership.
- 16. GDPR Update**
To note the GDPR Update and actions arising (attached).
- 17. Finance Regulations & Authorisation Limits**
To note the revised Financial Regulations with authorisation limits will be deferred until the June 2019 committee meeting.
- 18. Items for the next Agenda**
To propose agenda items for the next Policy & Finance Committee meeting.
- 19. Exclusion of Public & Press**
To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw'. Reason: Insurance Claim.
- 20. Insurance Claims**
To note the ongoing insurance claims.

- 21. Planning Application - S/HOU/19/0638 RACH**
S/HOU/19/0638RACH - 1 Hatfield Close, Haydon Wick. Erection of a two storey side and single storey rear extension. Comments by 23rd May (tabled).

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 (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.