

POLICY & FINANCE COMMITTEE

18th June 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

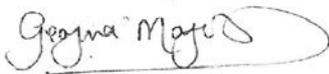
Dear Councillor,

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 25th June 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 Policy & Finance Committee meeting held on 28th May 2019 (attached).
- 6. Councillor Reports**
To receive reports from Councillors. For information only.

- 7. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 8. Financial Regulations & Authorisation Limits**
To approve revised Financial Regulations with authorisation limits (attached).
- 9. Procurement Policy**
To approve the draft Procurement Policy (tabled).
- 10. Banking Daily Limit**
To approve reducing the Administrator's Banking Daily Limit from £5,000 to £500 to a trigger second authorisation process.
- 11. Savings Proposal**
To receive and approve a proposal for investing Parish funds (attached).
- 12. CCTV Policy**
To receive and adopt the CCTV Policy, nominate staff and Councillor(s) to undertake the relevant training and note the action plan (attached).
- 13. Financial Reporting / Scrutiny**
To receive a budget report for Month Two (May 19) and discuss future financial reporting requirements (attached).
- 14. 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 Matters.
- 15. Insurance**
To receive a verbal update on the current insurance claims.

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.