

## Finance & Policy Committee

9<sup>th</sup> February 2022

**To: All members of the Finance & Policy Committee**

Councillors: L Rhys-Jones (Chair), S Callen, S Fateru, R Hailstone, S Heyes, V Manro, S McDermott, D Rodgers and A Roupelis.

**To:** All other Haydon Wick Parish Councillors

Dear Councillor,

You are summoned to a formal meeting of the Haydon Wick Parish Council Finance & Policy Committee on Tuesday 15<sup>th</sup> February 2022 at 20:00 to be held in the Council Chamber, Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

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. Any questions for the public participation must be sent to [clerk@haydonwick.gov.uk](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 14<sup>th</sup> February 2022.

Yours sincerely

***Georgina Morgan-Denn***

**Georgina Morgan-Denn BA (Hons), FSLCC  
Chief Officer/Clerk & RFO**

### 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 meeting held on the 18<sup>th</sup> January 2022.



- 6. Community Grants Sub Committee Recommendations**  
To receive recommendations from the Community Grants Sub Committee to award the next round of Community Grants.
- 7. Councillor Reports**  
To receive reports from members on attendance at external meetings or events and an opportunity for members to bring matters of interest to the attention of the Council for information or future discussion.
- 8. Chief Officer's Report**  
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 9. Financial Matters**

  - A) To receive the Income & Expenditure Reports for Month 10 – January 2021 (attached).
  - B) To receive the Bank Statements and Bank Reconciliations for January 2022 (attached).
  - C) To note three (3) payments were made outside of the usual payments schedule to ensure continuity of insurance cover and payment to small independent business following completion of work:
    - Magazine Distribution £500.15
    - Zurich Insurance – General Insurance £3,394.77 & £275.77
    - Zurich Insurance – Motor Vehicle Insurance £2,379.07
  - D) To approve the Payment Schedule for January/February 2022 (tabled).
- 10. Financial & Operational Risk Assessment 2022**  
To consider and recommend adoption to Full Council of the revised 2022 Financial & Operational Risk Assessment (attached).
- 11. General Insurance Renewal**  
To note the General Insurance Renewal was confirmed to include increased cover for staff numbers, salary bill, playground equipment, office contents. Year three of a three-year agreement. Valid until 3<sup>rd</sup> February 2022. Total cost is £3,670.54. (attached).
- 12. Utilities Contract**  
To note the utilities contract renewals:
  - 24 months Gas at £1,410.80 per annum. Commences 1<sup>st</sup> May 2022.
  - Electricity – 24 mth contract - £1,263.78 Thames Avenue & £1,250.26 Blunsdon Road. 1<sup>st</sup> July 2022.
- 13. CCLA Public Sector Deposit Fund**  
To note correspondence from CCLC giving notice that the temporary reduction of the AMC (annual management charge) will cease on 31 March 2022 and will revert to the previous 0.08% (attached).
- 14. Swindon Borough Council's (SBC) Street Trading Policy Review**  
To note a consultation of SBC's Street Trading Policy Review is open for responses by 5.00pm on Friday, 29<sup>th</sup> March 2022 (attached).



- 15. Swindon Borough Council's (SBC) Codes and Protocols**  
To consider SBC's Codes and Protocols for consideration at the Standards Meeting of 7th March. The deadline for comments is 16th February 2022 (attached).

- 16. Items for the Next Agenda**  
To be sent to the Chief Officer in advance of the next meeting 15<sup>th</sup> March 2022.

**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 Chief Officer/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.**