

Finance & Policy Committee

10th September 2024

To: All members of the Finance & Policy Committee

Councillors: V Manro (Chair), A Roupelis (Vice Chair), S Fateru, J Fuller, R Hailstone, S Heyes, J Jackson, A Jimmy, O Munagala, B Patrick-Okoh and R Worman

To: All other Haydon Wick Parish Councillors

Dear Councillor,

You are summoned to a meeting of the Haydon Wick Parish Council Finance & Policy Committee on **Tuesday 17th September 2024 at 19:30** to be held in the 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 no later than 12.00pm on Monday 16th September 2024.

Yours sincerely

Georgina Morgan-Denn

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

AGENDA

- 1. Apologies**
To receive and note.
- 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 16th September 2024 (attached).



6. 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.

7. Chief Officer's Report

To update on issues and actions since the last meeting that do not appear on the agenda. For information only.

8. Financial Reports

- A. To note the income and expenditure to August 2024 (attached).
- B. To receive the Bank Statements and Bank Reconciliations for August 2024 (attached).
- C. To note a small amount of interest is due to be paid into the CCLA account to cover 31st August 2024.
- D. To approve the Payment Schedule for August/September 2024 (to follow)
- E. To retrospectively approve the payments made using the credit card for payments made in July 2024 (attached).

9. Grounds Maintenance Facility – Cash Flow Update

To receive the report regarding the Grounds Maintenance Facility construction invoices to date, cash flow and loan draw down projections and variances to the tender specification (attached).

10. Policies to recommend to Full Council

- A) Revised Social Media Policy (attached)
- B) New Freedom of Information Policy (attached)
- C) Play Area Inspection Policy (attached)

11. Contract Renewals Table

- A) To note the contract renewals table (attached)
- B) To consider changing the utilities supplier (attached).

12. Health & Safety Consultant

To note the review of the Council's Health and Safety consultancy provision (attached).

13. Asset Register/Insurance

To receive a verbal update regarding the asset, register and sums insured.

14. External Grant Application

To note a recent submission of a SSEN Powering Communities to Net Zero Fund (Low Carbon Technology) grant application. Grant is to fund replacement solar panels and installation of sensor lighting for the Parish Office. Grant request £10,000. Total project cost £13,785.

15. Items for the Next Agenda

To be sent to the Chief Officer in advance of the next meeting 19th November 2024.

16. 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: Sensitive.

17. Insurance Matters

To receive an update on insurance matters (attached).

18. Accidents

To receive an update on recent accidents



19. Land at Tadpole

To note the verbal update on the land at Tadpole.

20. Parks & Open Spaces Delivery Costs

To consider a request for an additional hire vehicle for six months (attached).

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 Chief Officer at least 24 hours before the meeting so that every effort may be made to provide access.