

FULL COUNCIL

19th May 2020

To: All members of Haydon Wick Parish Council

Councillors L Brown (Chairman), E Baker Lee, S Callen, S Fateru, J Fuller, R Hailstone, J Jackson, S Heyes, A John, I Liddon, V Manro, S McDermott, D Rodgers, R Ross, A Roupelis, L Rhys-Jones, K T Naik and R Venkatesh.

Dear Councillor,

You are summoned to a remote meeting of Haydon Wick Parish Council on **Tuesday 26th May 2020** at 7.30pm. Link: [Join Microsoft Teams Meeting](#)

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 25th May 2020.

Yours sincerely

Georgina Morgan-Denn

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

AGENDA

- 1. Apologies**
To receive and approve.
- 2. Declarations of Interest**
To receive any Declarations of Interest.
- 3. Public Participation**
Public questions must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 25th May 2020.
- 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 Tuesday 25th February 2020 (attached).
- 6. Remote Meeting Protocol**
To adopt the Remote Meeting Protocol (attached).

- 7. Committee Recommendation**
To receive and note the Emergency Response to Covid-19 Outbreak (PF157) from 17th March 2020 Policy & Finance Committee.
- 8. Councillor Reports**
To receive reports from Councillors. For information only.
- 9. Swindon Borough Ward Councillor Reports**
To receive reports from and raise questions to Swindon Borough Ward Councillors. For information only.
- 10. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 11. Grants Working Party Recommendation**
To receive a recommendation from the 21st May 2020 Grants Working party (tabled).
- 12. Planning & Highways Committee: Planning Applications**
To note the comments submitted to Swindon Borough Council's Planning Department in April and May 2020 (attached).
- 13. Covid-19 Scheme of Delegation Decisions**
To note the decisions made by the Clerk, Chairman and Vice Chairman, using Covid-19 Scheme of Delegation, during March, April and May 2020 (attached).
- 14. HWPC Living Magazine Summer 2020**
To consider the Editor's report and recommendations arising (attached).
- 15. Financial Matters**

 - a) To note the Payments approved, using the Covid-19 Scheme of Delegation, during March, April and May 2020 (attached).
 - b) To note the Internal Auditor's Report and actions arising (attached).
 - c) To consider and approve the method for recording Assets on the register (attached).
 - d) To approve the regular payments list for financial year 2020/21 (Financial Regulation 5.7) (attached).
- 16. Annual Governance and Accountability Return (AGAR) for year ended 31st March 2020: Governance Statement**
To approve the Annual Governance Statement for 2019/20 (attached). Queries in advance to the Clerk no later than 9.00am Monday 25th May 2020.
- 17. Annual Governance and Accountability Return (AGAR) for year ended 31st March 2020: Accounting Statement**
To approve the Annual Accounting Statements for 2019/20 (attached). Queries in advance to the Clerk no later than 9.00am Monday 25th May 2020.
- 18. Parks & Open Spaces Update**
To receive and note the Deputy Clerk's update concerning Parks & Open Spaces (attached).

19. Finance Update

To receive and note the Deputy RFO's update concerning Financial Management (attached).

20. Forthcoming Meetings

To note, until further notice, future remote Full Council meetings will be held on the fourth Tuesday of the month at 7.30pm.

21. Items for Next Agenda

To propose agenda items for the Full Council meeting on 23rd June 2020.

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.