

Full Council

6th December 2022

To: All members of Haydon Wick Parish Council

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

Dear Councillor,

You are summoned to a formal meeting of Haydon Wick Parish Council on Tuesday 13th December 2022 at 7.00pm. **PLEASE NOTE THE EARLIER START TIME.** Meeting will be held at the 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 no later than 12.00pm on Monday 12th December 2022.

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**
Public questions must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 12th December 2022.
- 4. Chairman's Announcements (if any)**
- 5. Minutes of Previous Meetings**
To confirm as a true record the minutes of the meetings held on 22nd November (attached).
- 6. Swindon Borough Ward Councillor Reports**
To receive reports from Swindon Borough Ward Councillors, for information only.
- 7. Councillors 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. Finance Matters

- A. To note the monthly Income & Expenditure Report for November 2022 (to follow).
- B. To receive the Bank Statements and Bank Reconciliations for November 2022 (to follow).
- C. To approve the Payment Schedule for November/December 2022 (to follow)
- D. To retrospectively approve the payments made using the credit card and petty cash for November 2022 (to follow).
- E. To note a Bus Service Operators Grant (BSOG) has been submitted and the renewal of the Bus Operator Licence.
- F. To approve and sign new DD mandate for Hako (Compact Mini Sweeper).
- G. To approve and sign new DD mandate for Brightpay Connect (Payroll App).
- H. To approve the daily BACs limit on the current account being increased to £35k.
- I. To note the Information Commissioner's Office (ICO) annual renewal from 22nd December and £35 annual fee.
- J. To note an insurance settlement for a stolen pole saw (attached).
- K. To note the External Auditor appointment for 2022-23 for a 5-year period until 2026-27. Fees have increased from £1,600.00 to £2,100.00 (attached).
- L. To receive and note a statement from CCLA regarding investment in Qatar Banks (attached).
- M. To receive quotations for Motor Insurance renewal (to follow).

10. Public Open Spaces (POS) Lease Renewals

To receive legal advice regarding the POS lease renewals, if available (to follow).

11. Budget Setting 2023/24

To receive a recommendation from Parks & Open Spaces Committee for a £70,000 budget aspiration for Trent Road Play Area Refurbishment & Resurfacing.

12. Community-Led Action Plan Update

To receive an update on the progress of the Council's Community-Led Action Plan (attached).

13. Community Development Matters

To receive a report and agree to the recommendations presented (attached).

14. Communications Update

To receive a report and agree to the recommendations presented (attached).

15. Local Council Award Scheme

To receive an update.

16. Haydon Wick Living Magazine

To receive an update from the Editor on the Spring 2023 edition of Haydon Wick Living Magazine (attached).

17. Wiltshire Association of Local Councils (WALC) Membership

To receive correspondence from WALC and volunteers to attend a meeting on the 18th January 2023 (attached).

18. Parks & Open Spaces Grounds Maintenance Facility

To receive an update the Grounds Maintenance Facility.



19. Police Crime & Commissioner (PCC) Quarterly Performance Report

To receive and note the PCC's Quarterly Performance Report (attached).

20. Items for the next Agenda

To propose agenda items for the Full Council meeting on Tuesday 24th January 2023.

21. 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: Staffing.

22. Personnel Matters

- A) To note the verbal update from Personnel Sub Committee meeting held on 23rd November 2022.
- B) To consider the recommendation to an earlier payroll date for December 2022 from Tuesday 20th to Friday 16th December 2022.
- C) To note the Emergency Scheme of Delegation (Chairman/Vice Chairman/Chief Officer) was used to agree to pay the Seasonal Contractors fortnightly for the duration of their contracts.

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