

Full Council Discussion

9th June 2021

To: All members of Haydon Wick Parish Council

Councillors V Manro (Chairman), E Baker Lee, 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 an informal remote meeting of Haydon Wick Parish Council on Tuesday 15th June 2021 at 19.30. Link: <https://tinyurl.com/5arr3pm7>.

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 14th June 2021.

Yours sincerely

Georgina Morgan-Denn

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

AGENDA

- 1. Apologies**
To receive and approve.
- 2. Declarations of Interest**
To receive any Declarations of Interest.
- 3. Declaration of Acceptance of Office**
Bose Patrick-Okoh to sign the Declaration of Acceptance of Office form.
- 4. Swindon Borough Ward Councillor Reports**
To receive reports from and raise questions to Swindon Borough Council (SBC) Ward Councillors. For information only.
- 5. Public Participation**
Public questions must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 14th June 2021.
- 6. Chairman's Announcements (if any)**



- 7. Minutes of the Previous Meetings**
To confirm as a true record the minutes of the meeting held on Tuesday 4th May 2021 (attached).
- 8. Councillor Reports**
To receive reports from Councillors. For information only.
- 9. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 10. Finance Matters**
 - A) To receive the Income & Expenditure Report for Month 2 - May 2021 (to follow).
 - B) To receive the Bank Statements and Bank Reconciliations for May 2021 (to follow).
 - C) To approve the Payment Schedule for May/June 2021 (to follow).
 - D) To approve the annual regular payments list (attached).
 - E) To receive the Internal Auditor's 2020/21 final report (attached).
 - F) To receive a verbal update regarding the Annual Return (AGAR) submission.
- 11. Councillor Responsibilities**
To receive briefing notes and verbal updates to serve as a reminder to all Councillors of their responsibilities as an elected representative of the Parish.
- 12. Items for the next Agenda**
To propose agenda items for the Full Council meeting on Tuesday 22nd June 2021.
- 13. 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: Confidential.
- 14. Data Breach**
To receive notification of a data breach and the corrective action taken.

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.