

## POLICY & FINANCE COMMITTEE

11<sup>th</sup> November 2020

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

Councillors S Callen (Chairman), A Roupelis, D Rodgers, J Fuller, L Rhys-Jones, R Hailstone, S Fateru, S Heyes, R Venkatesh, L Brown, V Manro

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

Dear Councillor,

You are summoned to a remote meeting of Haydon Wick Parish Council on **Tuesday 17<sup>th</sup> November 2020** at 7.30pm. Link: <https://tinyurl.com/y33s7g9m>

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.

Yours sincerely

*Georgina Morgan-Denn*

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

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### 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 Meeting**  
To confirm as a true record the minutes of the Policy & Finance Committee meeting held on 20<sup>th</sup> October 2020 (attached).
- 6. Election of Vice-Chair**  
To elect the Vice-Chair of the Committee.
- 7. Councillor Reports**  
To receive reports from Councillors. For information only.
- 8. Clerk'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 Statement for October 2020 (attached).
- B) To receive the Bank Statements and Bank Reconciliations for October 2020 (attached).
- C) To approve the Payment Schedule for October/November 2020 (tabled).

**10. Future Budget Aspirations**

To discuss projects and aspirations for 2021-2022 financial year in preparation for budget and precept planning.

**11. Policies for Recommendation to Full Council on 27<sup>th</sup> October 2020**

To re-adopt the Standing Orders Policy due for renewal (to follow).

**12. Travel & Subsistence Policy**

To receive and consider a recommendation for Full Council to implement a Travel & Subsistence Policy (attached).

**13. Working from Home Allowance**

To receive and consider a recommendation for Full Council to implement an employee working from home allowance (attached).

**14. Request for Community Grant**

To consider a request from Swindon Children's Scrapstore for funding to provide meals to children during school holidays (attached).

**15. Flood fund**

To receive a verbal update on the emergency Flood Fund and to consider ways in which it could be allocated to the affected households.

**16. Public Sector Exit Payments Legislation**

To receive a verbal report on the latest legislation.

**17. Items for Next Agenda**

To receive items for the next agenda.

**18. Exclusion of Press & Public**

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: Commercially Sensitive.

**19. Insurance matters**

To receive a verbal update on insurance matters.

*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.*