

## Full Council

16<sup>th</sup> February 2022

**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 a formal meeting of Haydon Wick Parish Council on Tuesday 22<sup>nd</sup> February 2022 at 19.30. 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](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 21<sup>st</sup> February 2022.

Yours sincerely

***Georgina Morgan-Denn***

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

### 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](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 21<sup>st</sup> February 2022.
- 4. Chairman's Announcements (if any)**
- 5. Minutes of Previous Meeting**  
To confirm as a true record the minutes of the meeting held on 25<sup>th</sup> January 2022 (attached).
- 6. Covid 19 Risk Assessments**  
To consider any changes to the current Covid 19 Risk Assessments (attached)



- 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 & Policy Committee Recommendations**  
To receive recommendations from Finance & Policy Committee held on 15<sup>th</sup> February 2022:  
A) To adopt the revised Financial & Operational Risk Assessment 2022 (attached).  
B) To receive the Internal Auditor's Interim Report (to follow).
- 10. Under Insurance**  
To receive notification that the Parish Council office is at risk of under-insurance and to agree next steps (attached).
- 11. Reminder Media Policy & Pre-Election Period (Purdah)**  
To note the reporting reminding members of the Council's Media Policy as we enter the period of pre-election period Purdah (attached).
- 12. Grounds Maintenance Facility**  
To receive an update on the Grounds Maintenance Facility's planning application and turnkey project manager procurement (to follow).
- 13. KGV Trust Annual Meeting & Annual Parish Meeting (APM)**  
To receive notification that the APM & KGV Trust Annual Meetings will be held on Tuesday 29<sup>th</sup> March 2022 at 6.30pm and 7.30pm respectively. Further details to follow.
- 14. Swindon Borough Council (SBC)/Local Government Association (LGA) Peer Review**  
To receive notification of an invitation for the Chief Officer and Chairman to participate in a Peer Review on the 2<sup>nd</sup> March 2022 (attached).
- 15. Items for the next Agenda**  
To propose agenda items for the Full Council meeting on Tuesday 22<sup>nd</sup> March 2022.
- 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: Contractual.
- 17. Gaynor Close Play Area Refurbishment Outstanding Invoice**  
To consider a verbal report on the revised invoice for the above play area refurbishment (tabled).
- 18. Large Play Area Grass Cutting 2022-23 Contract Renewal**  
To receive a report and quotation to renew the large play area grass cutting contract for 2022-23 (tabled).

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