

## Full Council

20<sup>th</sup> April 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 26<sup>th</sup> April 2022 at 7.30pm. 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 25<sup>th</sup> April 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 25<sup>th</sup> April 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 22<sup>nd</sup> March 2022 (attached).
- 6. 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.



- 7. Chief Officer's Report**  
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 8. Councillor Title Misuse**  
To receive a verbal report of a recent occurrence of Councillor Title misuse.
- 9. Committee Membership Policy**  
To consider and adopt the Committee Membership Policy (attached).
- 10. Councillor Meeting Attendance Statistics**  
To receive and note Councillor Meeting Attendance up to 20<sup>th</sup> April 2022 (to follow).
- 11. Annual Council Meeting**  
To note the Annual Council meeting is taking place on Tuesday 3<sup>rd</sup> May 2022. Members to return their Committee Membership & Roles Forms by 4.00pm on 29<sup>th</sup> April 2022.
- 12. Parks & Open Spaces Matters**
- 12A. Parks & Projects:** to consider a report and matters arising (attached)
- 12B. Grounds Maintenance Facility:** to receive a report on the Grounds Maintenance Facility progress to date (to follow).
- 13. Articles for Haydon Wick "Living" Magazine**  
To receive items for inclusion in the summer edition of Haydon Wick "Living" Magazine. Copy deadline end of May 2022.
- 14. Haydon Wick 'Living' Magazine – Removal of MP & SBC Councillor Reports**  
To receive a proposal to remove MP & SBC Ward Councillor reports (attached).
- 15. Items for the next Agenda**  
To propose agenda items for the Full Council meeting on Tuesday 24<sup>th</sup> May 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. External Grounds Maintenance Contract**  
To receive a proposal to provide external grounds maintenance services in the Parish (attached).
- 18. IT Services Contract Renewal 2022/23**  
To receive and approve the contract renewal to provide IT Services for 22/23. Total cost £2,980.00. budget code 101/4024 (attached).  
  
To note licence renewals for SLL Single Domain, Microsoft 365 Project 1, Microsoft 365 Business Basic (25) and Business Standard (9) were reconfirmed from 16<sup>th</sup> April 2022 for 2022/23. Total cost £2,868.20. Budget code 101/ 4024.

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.