

Full Council

20th July 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 26th July 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 no later than 12.00pm on Monday 25th July 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 25th July 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 28th June 2022 (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. Community Development Committee 5th July 2022: Recommendations**
A) **Mobii Interactive Table Hire:** To agree to the external hire proposals (attached).
B) **Mobii Interactive Table Hire T&Cs:** To agree to Terms & Conditions for the Hire of the Mobii Interactive Table (attached).
- 10. Finance & Policy Committee 19th July 2022: Recommendations**
A) **Banking Arrangements:** To switch the current account to the Cooperative bank. Preferred option of the Community Account. Cooperative Business Account as second preferred option (attached).
B) **Defibrillator Donation:** To note the donation of a defibrillator by Redeemed Christian Church of God (Christ's Love Assembly), Swindon, with cost of the installation (£300) and 50% of the first year's maintenance (£200) all to be met by the Church. Ongoing maintenance costs will be met by the Parish Council and will be added to future budgets. Delegated authority given to the Chief Officer to confirm the final location of the machine.
C) **Allotment/Leisure Garden Rates – Annual Review:** To set the increase at 4% and round to the nearest pound, which is just under the increase for last year and makes receipting more efficient.
- 11. Finance & Policy Councillor Resignation**
To note Councillor E Baker Lee has resigned from Finance & Policy Committee leaving one space to fill on the Committee.
- 12. Policy Updates**
To resolve to adopt the revised policies:
A) Training & Development (attached).
B) Expenses & Subsistence – to revise the mileage rate from HMRC's current rate of 0.45p per mile to a temporary uplift to 0.95p per mile to reflect current fuel prices. Rates to be reviewed in January 2023 (attached).
- 13. Committee Terms of References**
To agree amendments to:
A) Community Development Committee's Terms of Reference (attached).
B) Parks & Open Spaces Committee's Terms of Reference (attached).
- 14. Local Council Award Scheme Registration**
To note the Council has registered for the Local Council Award Scheme and will be bringing the submission and formal resolution to the August meeting (attached).
- 15. Items for the next Agenda**
To propose agenda items for the Full Council meeting on Tuesday 23rd August 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 and Sensitive.



17. Building Improvements

- A) To receive a quotation to upgrade the electrical distribution board at the office. Total cost £1,650.00 excluding VAT. Budget available £2,195.00 [4009 / 102].
- B) To receive a quotation to upgrade the electrical supply for the air conditioning units. Total cost £1,112.21 excluding VAT. Budget available £12.230 [4630 / 605].

18. Ride On Mower Contracts

To approve the options and costs associated with replacement mowers for 23/24 season (tabled).

19. Parks & Open Spaces Team Grounds Maintenance Facility (GMF)

To note the Design & Site Survey contractor has been appointed and will take approximately 12 weeks. A pre-planning application for the temporary location at Ventnor Close Allotments has been submitted and plot holders at all three sites have been updated with recent developments.

20. ITT Grounds Maintenance Contract

To note the Invitation to Tender for the Grounds Maintenance Contract for Autumn/Winter 2022 has been published and submissions will be received by 10am on 5th August. The tender award will be brought to the August meeting.

21. Councillor Non-Attendance

To discuss a Councillor's non-attendance.

22. Tadpole Field

To discuss the next steps, if any.

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.