

FULL COUNCIL

21st April 2021

To: All members of Haydon Wick Parish Council

Councillors L Brown (Chairman), E Baker Lee, S Callen, S Fateru, J Fuller, R Hailstone, J Jackson, S Heyes, A John, V Manro, S McDermott, D Rodgers, R Ross, A Roupelis, L Rhys-Jones, K T Naik and R Venkatesh.

Dear Councillor,

You are summoned to a remote meeting of Haydon Wick Parish Council on Tuesday 27th April 2021 at 19.30. Link: <https://tinyurl.com/a6fa4d46>.

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 26th April 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. Swindon Borough Ward Councillor Reports**
To receive reports from and raise questions to Swindon Borough Council (SBC) Ward Councillors. For information only.
- 4. Public Participation**
Public questions must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 22nd March 2021.
- 5. Chairman's Announcements (if any)**
- 6. Minutes of the Previous Meetings**
To confirm as a true record the minutes of the meetings held on Tuesday 23rd March 2021 (attached).
- 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. Policy & Finance Committee held on 20th April Recommendations**
 - 9.1 To adopt the revised Financial Regulations (attached).
 - 9.2 To re-adopt the Standing Orders (attached).
 - 9.3 To adopt the revised Procurement Policy (attached).
- 10. Community Development Matters**
 - 10.1 Youth Update - To note the report on Youth activities in the Parish.
 - 10.2 Dementia Café - To receive a presentation and note the project's progress.
 - 10.3 Community Choices - To note and receive recommendations.
- 11. Council Meeting Structures**

To note the revised meeting structure and draft meeting calendar for adoption from May 2021.
- 12. Committee, Sub Committee & Working Party Terms of References**

To consider and amend the various Council meetings' Terms of References:

 - 12.1 Community Development Committee
 - 12.2 Parks & Open Spaces Committee
 - 12.3 Planning & Highways Committee
 - 12.4 Finance & Policy Committee
 - 12.5 Chairs & Strategic Development Sub Committee
 - 12.6 Personnel Sub Committee
 - 12.7 Community Grants Sub Committee
 - 12.8 Generic Working Party (attached).

 - 12.9 To resolve to suspend Procedure 3.2 of all standing committees and appoint the Chairman and Vice Chairman positions at the Annual Council meeting on 4th May 2021.
- 13. Financial Matters – Payment Schedule**

To approve any payments (tabled).
- 14. Remote Meeting Legislation**

To receive an update on the ability to hold virtual or hybrid meetings beyond the 7th May 2021.
- 15. Next Agenda Items**

To propose agenda items for the Full Council meeting on 4th May 2021.
- 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: Commercially Sensitive & Confidential.



17. POST Depot Feasibility

To receive a verbal update on the POST Depot Feasibility and consider any recommendations arising

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.