

Full Council

21st September 2022

To: All members of Haydon Wick Parish Council

Councillors V Manro (Chairman), E Baker Lee (Vice Chairman), 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 27th September 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 26th September 2022.

Yours sincerely,

Georgina Morgan-Denn

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

AGENDA

- 1. Period of Silence**
There will be a minute's silence as a mark of respect and reflection to the late Queen Elizabeth II, followed by God Save the King.
- 2. Apologies**
To receive and note.
- 3. Declarations of Interest**
To receive any Declarations of Interest.
- 4. Public Participation**
Public questions must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 26th September 2022.
- 5. Chairman's Announcements (if any)**
- 6. Minutes of Previous Meetings**
To confirm as a true record the minutes of the meetings held on 23rd August 2022 (attached).



- 7. Swindon Borough Ward Councillor Reports**
To receive reports from Swindon Borough Ward Councillors, for information only.
- 8. 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.
- 9. Chief Officer's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 10. Financial Reports**
A) To note the monthly Income & Expenditure Report for August 2022 (attached).
B) To receive the Bank Statements and Bank Reconciliations for August 2022 (attached).
C) To note the Payment Schedule for July/August 2022 was approved using delegated authority on Tuesday 20th September 2022.
D) To note a payment audit was completed by Cllr E Baker-Lee and V Manro on 6th September 2022.
- 11. Budget Setting Timetable & Working Party Arrangements**
A) To note the budget setting timetable will commence in October, with monthly meetings of the Budget Setting Working Party, and reviews at each committee meeting until the budget is agreed in January 2023.
B) To note the Budget Setting Working Party membership as follows:
 1. Cllr V Manro (Chairman of Council)
 2. Cllr E Baker Lee (Vice Chairman of Council)
 3. Cllr S Callen (Vice Chair Finance & Policy Committee)
 4. Cllr J Fuller (Vice Chair Planning & Highways Committee)
 5. Cllr R Hailstone (Chair of Parks & Open Spaces Committee)
 6. Cllr S Heyes (Vice Chair of Parks & Open Spaces Committee)
 7. Cllr A John (Chair of Planning & Highways Committee)
 8. Cllr B Patrick-Okoh (Vice Chair of Community Development Committee)
 9. Cllr R Ross (Chair of Community Development Committee)
 10. Cllr L Rhys-Jones (Chair of Finance & Policy Committee)
- 12. CCLA Interest Information**
To note the CCLA Public Sector Deposit Fund information (attached).
- 13. Payroll Software**
To consider upgrading the payroll software to a cloud-based system with employee dashboards (attached).
- 14. Haydon Wick 'Living' Magazine**
To identify articles for the magazine, content owner and length of article.
- 15. Haydon Wick 'Living' Magazine Format Change**
To consider changing the current format of the magazine for the Borough Councillor Ward Reports (attached).
- 16. Items for the next Agenda**
To propose agenda items for the Full Council meeting on Tuesday 25th October 2022.
- 17. 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, Staffing, and Sensitive.



18. Room Hire Terms and Conditions

To consider an amendment to the terms and conditions regarding affiliations with political parties (to follow).

19. Trent Road Hire Terms and Conditions

To consider a request from Haydon Vale FC to revise the terms and conditions of hire at Trent Road (to follow).

20. Haydon Wick 'Living' Distributions

To receive an update on the outcome of the Haydon Wick Living distribution issues.

21. Cliffords Meadow

To receive an update on Cliffords Meadow and possible enforcement action (tabled).

22. Parks & Open Spaces Team Grounds Maintenance Facility

To receive a verbal update on the Grounds Maintenance Facility.

23. Personnel Sub Committee 21st September 2022: Recommendations

To receive recommendations from the Personnel Sub Committee.

24. Tadpole Field

To receive an update from an independent valuer and discuss next steps (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 Chief Officer/Clerk at least 24 hours before the meeting so that every effort may be made to provide access.