

## **HAYDON WICK PARISH COUNCIL**

Minutes of the formal Finance & Policy Committee of Haydon Wick Parish Council held on Tuesday 15<sup>th</sup> March 2022 at 8.00pm at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

### **ATTENDANCE**

**MEMBERS:** Councillors S Callen (Chair), V Manro, R Hailstone, S Fateru, S Heyes and S McDermott

**OFFICERS:** Chief Officer/Clerk & RFO, Georgina Morgan-Denn

### **FP 130 APOLOGIES**

Apologies were received and accepted from Councillors A Roupelis (work commitments), L Rhys-Jones and D Rodgers (personal commitments).

### **FP 131 DECLARATIONS OF INTEREST**

Councillors S Heyes and V Manor declared a non-pecuniary interest in Agenda Item 14 due to being SBC Ward Councillors. Councillor S Heyes declared an interest in Agenda Item 16 due to being a Parish Councillor for St Andrews.

### **FP 132 PUBLIC PARTICIPATION**

The Chief Officer received an email from a resident as follows:

1. Good to see at last possible progress on the White Elephant (Tadpole field) Just for my clarification The entrance facility will be FULLY FUNDED by St. Andrews parish council and will also provide an entrance for future allotment Holders to use, presumably there will be gated access for security so a possible Y entrance could prevail?
2. Also another question, now we seemly have a full time Road sweeper and operator will the parish publish monthly the roads which have been swept and the rationale behind priorities?
3. Thirdly, The HSBC Community account, will there be a charge on the parish for running this account? One has heard of a possible flat fee of £60 per annum!!?

The Chief Officer replied:

1. Regarding Tadpole - if Council is minded to enter into discussions, then yes, we will be proposing that St Andrews fully fund the entrance to unlock the land. I cannot comment further in terms of security gates etc.
2. I will feed back your suggestion of road sweeper route to be published at future POS committee meetings. Sounds like a sensible approach but I'll let the Officers determine how this could be implemented.
3. That is correct HSBC has changed their banking terms. Actual costs are being determined and I'll be working with the new Finance Officer (starts in May) to look at annual cost implications versus alternative bank providers.

### **FP 133 CHAIRMAN'S ANNOUNCEMENTS**

There were none.

### **FP 134 MINUTES OF THE PREVIOUS MEETING**

Members approved the minutes of the Finance & Policy Meeting held on Tuesday 15<sup>th</sup> February 2022 and the minutes signed.

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**Proposed: Councillor S McDermott    Seconded: Councillor S Heyes**

**Vote: Agreed with one (1) Abstention.**

**RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 15<sup>th</sup> February 2022 and the Chairman signed the minutes.**

**FP 135    COUNCILLORS REPORTS**

Councillor S Heyes	Delays with fixing streetlights has been escalated to the Council Leader. Seems there is no Service Level Agreement to fall back on.
Councillor R Hailstone	Swindon Local Councils Forum will be reported in full at Full Council
Councillor S Fateru	Nothing to report.
Councillor S McDermott	Nothing to report.
Councillor V Manro	Attended an Emmanuel Church Group presentation who wanted to hear how they can get more involved with the Parish Council and events we are running this year.

Attended the LGA Peer Review at SBC – session was dedicated to parishes. Everyone was encouraged to be open and transparent. SBC will receive feedback with recommendations from April and can call the Peer Review team back for further clarification. Parishes maybe asked to return too. Questions were about service delivery, working relations, communications etc.

**FP 136    CHIEF OFFICER'S REPORT**

Members were informed the National Joint Council for local government services had come to a pay agreement for 2021-22. The new pay rates have been uprated by 1.75% and back dated from 1<sup>st</sup> April 2021. Staff and Councillors will see the uplifted backdated pay in this month's payslip.

**FP 137    EMERGENCY SCHEME OF DELEGATION – PERMISSION TO FLY THE UKRAINIAN FLAG**

Members noted the Emergency Scheme of Delegation was used on 4<sup>th</sup> March 2022 to permit the flying of the Ukrainian Flag as a symbol of support and solidarity. Members discussed the ongoing flying of the flag and suggested flying multiple flags at the Offices, making use of the brackets outside the building. *Action: Chief Officer to investigate further and if any policy changes are needed.*

*Resolved to move Agenda Item 10 North Swindon Police Grant forward ahead of Payment Schedule authorisation.*

**FP 138    NORTH SWINDON POLICE GRANT**

Members noted the report and Officers recommendations, as follows:

- To rescind the Council's resolution [FP 119D] to purchase a second electric bike at a cost of £2,700.00
- To share the cost of the second bike with Blunsdon Parish Council who recently awarded a grant to North Swindon Police for £1,350.00.

**Initials: \_\_\_\_\_**

- To note a new grant to be awarded will be £1,450.00, which includes £100 for both bikes' branding.
- To approve the purchase of both electric bikes from the supplier and invoice Blunsdon Parish Council £1350.00 for its share of the second bike.
- To award Wiltshire Search and Rescue a second grant to the value of £1,250.00 to help towards the Water Team's training courses.
- To note the Council may be able to reclaim VAT on the bike purchase and will confirm at a later meeting.

**Proposed: Councillor S McDermott      Seconded: Councillor S Fateru**

**Vote: Agreed Unanimously.**

**RESOLVED: Members approved to rescind the Council's resolution [FP 119D] to purchase a second electric bike at a cost of £2,700.00. To share the cost of the second bike with Blunsdon Parish Council who recently awarded a grant to North Swindon Police for £1,350.00. Approved the purchase of both electric bikes from the supplier and invoice Blunsdon Parish Council £1350.00 for its share of the second bike. To award Wiltshire Search and Rescue the remaining £1,250.00 Community Grants budget to help towards the Water Team's training courses.**

**FP 139      FINANCIAL MATTERS**

**FP 139A** Members received, discussed and noted the Income & Expenditure Reports for Month 11 2022.

**FP 139B** Members received, discussed and noted the Bank Statements and Bank Reconciliations for March 2022.

**FP 139C** Members discussed and approved the February 22/March 22 expenditure. The total payments for approval were £133,205.81 under daybook references 2027-2068 and cashbook reference 272.

**Proposed: Councillor S Heyes      Seconded: Councillor S Fateru**

**Vote: Agreed Unanimously.**

**RESOLVED: Members approved February/March 2022 expenditure under purchase daybook references 2027-2068 and cashbook reference 272. The total payments for approval were £133,205.81.**

**FP 139D** Members approved the Virement of £6,000 from Youth Engagement Salaries [402/4001] to Youth Engagement [402/4230]

**Proposed: Councillor R Hailstone      Seconded: Councillor S McDermott**

**Vote: Agreed Unanimously.**

**Members also approved the Virement of £6,000 from Youth Engagement Salaries [402/4001] to Youth Engagement [402/4230]**

**FP 140      3-YEAR BUDGET AND FORWARD PLANNING**

Members discussed and noted the budget report and agreed to the recommendation to Full Council that any future capital projects must include both 3-year capital and operational costings to ensure sustained service provision.

**Proposed: Councillor S Heyes      Seconded: Councillor V Manro**

**RESOLVED: To recommend to Full Council that any future capital projects must include both 3-year capital and operational costings to ensure sustained service provision.**

**FP 141      @haydonwick YOUR COMMUNITY MATTERS – FUTURE STRATEGY CONSULTATION**

Members received a verbal update informing that nearly 300 residents had responded to the future strategy survey, with the responses peaking following the leaflet drop earlier this year. Next steps are to hold a Community Engagement event on Wednesday 6<sup>th</sup> April 2022 from 7.00pm-9.00pm for which an invitation will be sent nearer the time. All residents and partners working with the parish council welcome to attend.

**FP 142 ARTICLES FOR HAYDON WICK “LIVING” MAGAZINE**

Members suggested the following Finance & Policy items for inclusion in the summer edition of Haydon Wick “Living” Magazine. Copy deadline end of May 2022, along with the content owner:

1. 3-Year Budget – Cllr Linda Rhy-Jones
2. Strategy – Cllr Vinay Manro
3. Grants – Cllr Ellen Baker Lee

**FP 143 SWINDON BOROUGH COUNCIL’S (SBC) STREET TRADING POLICY REVIEW**

*Councillors S Heyes and V Manro did not take part in the discussion.*

Members discussed and agreed the following comments to be submitted by the deadline for submission 5.00pm on Friday, 29<sup>th</sup> March 2022: Consideration should be given to Street Trading in laybys near to residential areas and whether parish councils are consulted before granting a licence. The default position in 2.7 states that they wouldn’t be granted. Licensing Department also to confirm if Parish Councils are consulted when an application affects a cumulative impact zones (ie residential areas).

**FP 144 ITEMS FOR THE NEXT AGENDA**

To be sent to the Chief Officer in advance of the next meeting 19<sup>th</sup> April 2022: Haydon Wick Living Articles

*Resolved to move Agenda Item 18 forward – Electric Vehicles.*

**FP 145 ELECTRIC VEHICLES**

Members received the final contract hire agreements to be processed for the hire of two electric vehicles for 5 years as previously agreed by the Parks & Open Spaces Committee on the 8<sup>th</sup> February 2022 [POS 182]. The new agreements state 1500 hours per annum running time which has been confirmed by the Officer as sufficient for the Council’s current and future operational requirements.

**Proposed: Councillor R Hailstone      Seconded: Councillor S Heyes**

**Vote: Agreed unanimously.**

**RESOLVED:** To proceed with signing the contract, to include 1500 hours running time per vehicle for two electric caged tippers. Per vehicle cost is £554.12 per month on a 5-year term.

*21.17 Councillor S Heyes left the meeting.*

**FP 146 TADPOLE FIELD**

Members noted the report and recommended discussing the proposal in more detail at Full Council on Tuesday 22<sup>nd</sup> March 2022. Concerns were expressed about the discussion being in an open session, the high-level financials which

are too early to be fully known, and whether other third parties might be interested in working with the Council. The Chairman explained the financial detail was to give St Andrews an understanding of the outline costs as they may reject the proposal immediately. The meeting heard how this proposal was being brought to Committee to initially establish if the Parish Council wants to engage in initial discussions regarding the future use of land. Councillors agreed to bring the proposal to Full Council for more discussion and to amend the proposal to remove any financial information. It was noted that the legalities of working with another Parish Council, the potential to offer reduced lease rates, how the income might affect the covenant will require more investigation before Councillors can consider the proposal fully. It was acknowledged that this information may not be available by next week.

**Proposed: Councillor V Manro      Seconded: Councillor S McDermott**

**Vote: Agreed with one (1) Abstention.**

**RESOLVED: To rescind previous resolution [FC 187] to progress Tadpole Field. To recommend to Full Council to give delegated authority to the Chairman and Chief Officer to engage in negotiations with St Andrews Parish to see if an agreement can be made. To establish whether the proposed facility would fall under “community use”, and if any charges are levied to release the covenant these are to be met by St Andrews Parish Council for the part of land their facility would sit on. To form a Tadpole Field Working Party of maximum 6 councillors – minimum of 3 to negotiate and oversee this project to sit under the Finance & Policy Committee. To invite representatives from St Andrews Parish Council to relevant meetings where St Andrews Parish Council Grounds Maintenance Facility is being discussed.**

**The meeting closed at 9.15pm**

**Chairman:**

**Initials: \_\_\_\_\_**