

POLICY & FINANCE COMMITTEE

20th November 2019

To: All members of Policy & Finance Committee

Councillors S Callen (Chairman), I Liddon L Brown, S Fateru, J Fuller, R Hailstone, V Manro, S Heyes, D Rodgers, A Roupelis and R Venkatesh.

To: All other Haydon Wick Parish Councillors

Dear Councillor,

You are summoned to a meeting of Haydon Wick Parish Council which will be held at the Parish Council Offices, Thames Avenue, Haydon Wick SN25 1QQ on **Tuesday 26th November 2019 at 7.30pm.**

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.

Yours sincerely

Georgina Morgan-Denn

**Georgina Morgan-Denn BA (Hons), PSLCC
Clerk to Council**

AGENDA

- 1. Apologies**
To receive and approve.
- 2. Declarations of Interest**
To receive any Declarations of Interest.
- 3. Public Participation**
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
- 4. Chairman's Announcements (if any)**
- 5. Minutes of the Previous Meeting**
To confirm as a true record the minutes of the Policy & Finance Committee meeting held on 22nd October 2019 (attached).
- 6. Councillor Reports**
To receive reports from Councillors. For information only.

- 7. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 8. Grants Working Party**
To receive recommendations from the Grants Working Party held on 26th November 2019 (tabled).
- 9. Future Policy & Finance Meeting Dates & Responsibilities**
To consider a proposal the change future date of the Committee and to review its responsibilities (attached).
- 10. Financial Monitoring**
To receive a budget report for Month Seven - October 2019 (attached).
- 11. Virement**
To vire £8,000 from Maintenance Contractor (307/4009) to Salaries (307/4000).
- 12. Future Strategy**
To consider producing a short-term strategy whilst the outcome of changes to the Swindon Borough Council Election Cycle remain unclear.
- 13. Budget 2020/21**
To consider the draft 2020/21 budget (tabled).
- 14. Policy Review Timetable**
To consider and note the Policy Review Timetable (attached).
- 15. Policy Documents**
To consider the amendments to the following policy documents and make recommendations for adoption to Full Council in December:
A) Scheme of Delegation (tabled)
B) Financial Regulations (tabled)
- 16. GDPR**
To receive a bi-monthly report providing GDPR updates (attached).
- 17. CCTV**
To consider and resolve to approve various CCTV locations and professional assistance to produce the operational guidelines (tabled).
- 18. Swindon Borough Council Codes of Conduct**
To review SBC's Codes and Protocols and comments by 10th January 2020.
- 19. Exclusion of Press & Public**
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: Personal Information.

20. Insurance Matters

To receive a verbal update on any insurance issues.

21. Items for Next Agenda

To receive items for the next agenda.

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.