

Finance & Policy Committee

12th July 2023

To: All members of the Finance & Policy Committee

Councillors: V Manro (Chair), A Roupelis (Vice Chair), S Fateru, C Flux, J Fuller, R Hailstone, S Heyes, J Jackson, O Munagala, B Patrick-Okoh and R Worman

To: All other Haydon Wick Parish Councillors

Dear Councillor,

You are summoned to a meeting of the Haydon Wick Parish Council Finance & Policy Committee on **Tuesday 18th July 2023 at 20:00** to be held in the 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 17th July 2023.

Yours sincerely

Georgina Morgan-Denn

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

AGENDA

- 1. Wiltshire and Swindon Prepared**
To receive a presentation from the Community Resilience Lead Officer for Wiltshire and Swindon Prepared (Local Resilience Forum).
- 2. Apologies**
To receive and note.
- 3. Declarations of Interest**
To receive any Declarations of Interest.
- 4. Public Participation**
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
- 5. Chairman's Announcements (if any)**



- 6. Minutes of the Previous Meetings**
To confirm as a true record the minutes of the meeting held on the 20th June 2023.
- 7. Councillor 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. Financial Reports**
 - A. To note the monthly Income & Expenditure Report for June 2023 (attached).
 - B. To receive the Bank Statements and Bank Reconciliations for June 2023 (attached).
 - C. To approve the Payment Schedule for June/July 2023 (to follow)
 - D. To retrospectively approve the payments made using the petty cash and credit card for payments made in May and June 2023 respectively (attached).
- 10. Quarter One Budget Review**
To note the quarter one budget review (to follow).
- 11. Parks & Open Spaces Expenditure Reviews**
 - A. Street Sweeper Maintenance (attached)
 - B. Vehicle Tracking (attached)
- 12. Music Licence**
To consider the report regarding a music licence for the Parish Council Office building (attached).
- 13. Wiltshire and Swindon Prepared Next Steps**
To discuss the next steps to implement the Wiltshire and Swindon Prepared plan alongside the Council's existing Emergency Plan.
- 14. 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: Contracts and Sensitive.
- 15. Grounds Maintenance Facility**
 - A. Finance Update — To consider and note an update on the Grounds Maintenance Facility financing (attached).
 - B. Waterside Licence to Occupy – To consider the agreement between Swindon Borough Council and the Parish Council and to give approval to sign the licence (attached).

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 Chief Officer at least 24 hours before the meeting so that every effort may be made to provide access.