

Finance & Policy Committee

9th July 2025

To: All members of the Finance & Policy Committee

Councillors: V Manro (Chair), B Patrick-Okoh (Vice Chair), S Fateru, J Fuller, R Hailstone, S Heyes, A John, A Jimmy, V Manro, P Park, A Roupelis 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 15th July 2025 at 19:30 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 14th July 2025.

Yours sincerely

Georgina Morgan-Denn

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

AGENDA

1. **Apologies**
To receive and note.
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 Meetings**
To confirm as a true record the minutes of the meeting held on the 20th May 2025 (attached).
6. **Community Grant Presentations**
To receive presentations from the June/July round of Community Grant Applicants:
A) Swindon Community First Responders
B) The Roxi Foundation
C) Draycott Sports Camp



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. Actions arising from previous Finance & Policy Committee meetings

To note there are no outstanding actions arising from previous Finance & Policy Committee meetings.

10. Community Grant Applicants

- A. To note the budget allocation and available funds for 25/26 grants (attached)
- B. Swindon Community First Responders for £464.46 (attached)
- C. The Roxi Foundation and amount applied for £311.58 (attached)
- D. Draycott Sports Camp for £1,000.00 (attached)

11. Financial Reports

- A. To note the Q1 budget review (to follow)
- B. To receive the Bank Statements and Bank Reconciliations for June 2025 (attached).
- C. To approve the Payment Schedule for June/July 2025 (to follow).
- D. To retrospectively approve the payments made using the credit card for payments made in May 2025 (attached).
- E. To receive and sign the direct debit form for Castle Watter – to be signed by two Councillors (attached).

12. Internal Audit Working Party

To receive a verbal update following the Working Party meeting held on the 15th July and to note any matters rising.

13. Microshade Business Consultants Limited joins Flotek Group Limited

To note Microshade, our IT support consultants have been acquired by Flotek (attached).

14. Microshade Business Consultants Limited Invoice

To note the annual invoice received is £665.33 over budget. The increase is due to additional licences and a 4.6% increase (albeit above inflation, currently 3.4%).

15. External Grant Applications

To note the National Lottery Funding application for £18,500.00 to fund the Summer Event Programme was unsuccessful. The reasons given were such a high demand and a lack of demonstration of the long-term benefits with a short-term event programme.

16. Room Hire

To receive a report and to consider possible changes to the hire charges (attached).

17. Building Improvements

To note the budget allocation for the building improvements taking place in 25/26 and to agree a quotation for a contractor to undertake the kitchen refurbishment (attached).

18. The Kelly Foundation

To consider a request from The Kelly Foundation to use the Small Meeting Room every Mondays from 10.00am – 3.00pm, for a Mental Health Surgery.



- 19. Policy Review**
To note a review of the Council's policies is currently in progress and will be reported at a future meeting.
- 20. Contracts Renewals**
To note a review of the Council's contracts is currently in progress and will be reported at a future meeting.
- 21. Items for the Next Agenda**
To be sent to the Chief Officer in advance of the next meeting on the 16th September 2025.
- 22. 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'. Reasons: Sensitive.
- 23. Accident Reporting**
To note the Accidents and any matters arising, if any.
- 24. Insurance Matters**
To note the live Insurance cases and any matters 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 Chief Officer at least 24 hours before the meeting so that every effort may be made to provide access.