

Finance & Policy Committee

12th November 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 18th November 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 17th November 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 16th September (attached).
- 6. 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.



7. Chief Officer's Report

To update on issues and actions since the last meeting that do not appear on the agenda.
For information only.

8. Actions arising from previous Finance & Policy Committee meetings

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

9. Financial Reports

- A. To note the monthly Income and Expenditure report for October 2025 (attached).
- B. To receive the Bank Statements and Bank Reconciliations for October 2025 (attached).
- C. To approve the Payment Schedule for October/November 2025 (to follow).
- D. To retrospectively approve the payments made using the credit card for payments made in September 2025 (attached).
- E. To note a VAT return of £44,864.50 has been received.

10. Internal Audit Working Party

To receive a verbal update following the Working Party meeting held on the 18th November and to note any matters rising.

11. Budget 2026/27 Working Party

To receive a verbal update following the Working Party meeting held on the 18th November and to note any matters rising.

12. Community Emergency Plan

To receive a report and case studies on the progress of revising the Community Emergency Plan (attached).

13. Policy Review

To note the Policy Review Table (attached) and to recommend to Full Council the following policies are adopted:

- A. IT Policy (attached)
- B. Dog & Litter Bin Policy (attached)
- C. Internal Documents: Financial Authorisation & Procurement Procedures (attached)

14. Community Infrastructure Levy (CIL) 2024/25

To receive Swindon Borough Council's Community Infrastructure Levy (CIL) Parish Council Actions letter and consider any matters arising. To note there are no 2024/25 CIL receipts due (attached).

15. Items for the Next Agenda

To be sent to the Chief Officer in advance of the next meeting on the 20th January 2026.

16. 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.

17. Accident Reporting

To note the Accidents and any matters arising, if any.

18. Insurance Matters

To note the live Insurance cases and any matters arising.

19. Grounds Maintenance Facility (GMF)

To receive an update on the GMF, if any.



20. Tadpole

To receive an update following the Tadpole Working Party meeting held on the 11th November 2025 (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.