

Finance & Policy Committee

14th May 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 20th May 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 19th May 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 18th March 2025 (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 receive and note the progress on actions arising from previous Finance & Policy Committee meetings (attached).
- 9. Financial Reports**
 - A. To note the monthly Income and Expenditure report for April 2025 (to follow).
 - B. To receive the Bank Statements and Bank Reconciliations for April 2025 (attached).
 - C. To approve the Payment Schedule for April/May 2025 (to follow).
 - D. To retrospectively approve the payments made using the credit card for payments made in March 2025 (attached).
- 10. Accounting Statements and Annual Governance and Accountability Return**
To receive a presentation from the Accounting Consultant regarding the Accounting Statements and Annual Governance and Accountability Return (to follow).
- 11. Accounting Statements**
To recommend to Full Council that the Accounting Statements 2024/25 be approved (attached).
- 12. Annual Governance and Accountability Return 2024/25: Annual Governance Statement**
To recommend to Full Council that the Annual Governance Statement assertions be affirmed (attached).
- 13. Annual Governance and Accountability Return 2024/25: Annual Statement**
To recommend to Full Council that the Annual Statement be approved (attached).
- 14. 2024/25 Budget Analysis and Reserve Levels**
 - A. To note the 2024/25 Budget Analysis report (attached).
 - B. To consider the report regarding reserve levels at year ended 31st March 2025 (attached).
- 15. 2025/26 Regular Payments**
To approve the Regular Payments list for 2025/26 (to follow).
- 16. Internal Auditor**
To note the internal audit report completed for the year ended 31st March 2025 (to follow).
- 17. Venue Hire Terms & Conditions**
To receive updated Venue Hire Terms & Conditions (attached).
- 18. Swindon Borough Council Consultation – Polling Districts and Polling Places Review – New Ward Boundaries**
To receive and consider a response to the above consultation. Response deadline 8th Jun 2025. All information, including individual polling district maps for each of the 25 new wards, can also be found online using the following link – [Electoral boundaries and maps | Swindon Borough Council](#) (attached).
- 19. Swindon Local Councils Forum (SLCF) Overpayment Error**
To note an error was made in the annual subscription payment to SLCF Forum on the 24th April 2025. Repayments are being received to Haydon Wick (attached)
- 20. Items for the Next Agenda**
To be sent to the Chief Officer in advance of the next meeting on the 15th July 2025.



21. 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.

22. Insurance & Legal Matters

To receive a verbal update on various Insurance & Legal matters.

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.