

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick **Parish Annual Council** meeting held on Tuesday 19th May 2026 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS:

Councillors V Manro (Chairman), S Heyes (Vice Chairman), N Bradley, C Chikezie-Morris, I Edwards, R Hailstone, R Heath, A Hughes, J Ireland, J Jackson, L Jackson, A Jimmy, A John, S Nukana, B Patrick-Okoh, A Roupelis, C Skinner and L Stevenson.

OFFICERS:

Georgina Morgan-Denn, Chief Officer/Clerk and RFO
Laura Cutter, Deputy Clerk/RFO, HR & Services Manager
Julie McMorrow, Meetings & HR Administrator

AFC 001

ELECTION OF CHAIRMAN TO COUNCIL

Following one nomination for the position of Chairman to the Council, Councillor Vinay Manro was elected.

Proposed: Councillor L Jackson

Seconded: Councillor S Heyes

Vote: Agreed unanimously.

RESOLVED: To elect Councillor V Manro as Chairman to the Council for municipal year 2026/27.

AFC 002

CHAIRMAN'S DECLARATION OF ACCEPTANCE

Councillor V Manro was elected as Chairman to the Council and duly signed their Acceptance of Office.

AFC 003

ELECTION OF VICE CHAIRMAN TO COUNCIL

Following one nomination for the position of Vice Chairman to the Council, Councillor S Heyes was elected.

Proposed: Councillor R Hailstone

Seconded: Councillor A Roupelis

Vote: Agreed unanimously.

RESOLVED: Councillor S Heyes was duly elected Vice Chairman to the Council.

AFC 004

VICE CHAIRMAN'S DECLARATION OF ACCEPTANCE

Councillor S Heyes was elected as Vice Chairman to the Council and duly signed their Acceptance of Office.

AFC 005

CHAIRMAN'S ANNOUNCEMENTS

Welcomed everyone to the meeting and looking forward to an exciting four years working together for Haydon Wick Parish.

AFC 006

APOLOGIES

There were none.

AFC 007

DECLARATIONS OF INTEREST

None received.

AFC 008

SWINDON BOROUGH COUNCILLOR REPORTS

Councillor L Stevenson (Priory Vale) – Nothing to report. Second week as a Swindon Borough Council Ward Councillor, committees not yet decided.

Councillor V Manro (Priory Vale) – Nothing to report.

Councillor A Hughes (Priory Vale) – Picking up some case work at SBC at this early stage and learning.

Councillor S Wilson (Haydon Wick) – Gave congratulations to all both those returning and to new Councillors, looking forward to working with you all. Road markings will continue at Woodhall Park and Westfield Way, Abbey Meads and

other key areas. Updates as and when there is news to share. Seven Fields Conservation Group would like to improve communication with Parish Council and better improve the working relations. As such they will send a representative to attend the next Parks and Open Spaces Committee Meeting. There will be an update on Francomes Play area, still awaiting an depth answer back from Swindon Borough Council Officers - it has been requested.

All members were advised to send their questions to Councillor Wilson in advance of Full Council meeting so that she can better prepare when attending Full Council. Three weeks is ideal so that she can liaise with Officers at SBC.

AFC 009

PUBLIC PARTICIPATION

One member of the public was in attendance to observe the meeting.

AFC 010

MINUTES OF THE PREVIOUS MEETING

Members approved the minutes, with a slight amendment on the attendance, the minutes of the meeting held on Tuesday 13th May 2025 as a true record.

Proposed: Councillor A John

Seconded: Councillor A Jimmy

Vote: Agreed with seven (7) abstentions.

RESOLVED: To approve the minutes of the meeting held on Tuesday 13th May 2025 as a true record.

AFC 011

COUNCILLOR REPORTS

Councillor S Heyes – Nothing to report.

Councillor L Jackson – Attended the Outdoor Gym and Skatepark events as part of the Mental Health Awareness week.

Councillor A Jimmy – Nothing to report.

Councillor J Ireland – Nothing to report.

Councillor L Stevenson – Reported graffiti and fly tipping issues on the Parish Council Parks & Open Spaces (POS) Reporting System.

Councillor A Hughes – Nothing to report.

Councillor J Jackson – Nothing to report.

Councillor R Heath – Has obtained updates from Thames Water regarding sewers and any ongoing work and to advise residents.

Councillor R Hailstone – Attended the event at the Swindon and Cricklade Railway. The grass around Morrisons on Westfield Way remains uncut, please can Morrisons give an update on this, Cllr L Jackson advised he is awaiting a response from the branch manager.

Councillor C Skinner – Nothing to report.

Councillor A Roupelis – Attended skate park event very good.

Councillor N Bradley – Attended the skate park event and the Swindon and Cricklade Event. Residents have asked about the closed bridge in Seven Fields and this is being worked on.

Councillor A John – The speed bump at the top of Thames Drive has been removed. This was damaged, SBC did an assessment and it was removed and the future of this will be reported on when further details are available.

Councillor B Patrick-Okoh – Nothing to report.

Councillor C Chikezie-Morris – Attended Skate Park event.

Councillor S Nukama – Attended Skate Park event.

Councillor I Edwards – Flood issue at Parsley Close, reported to Thames Water.

Councillor V Manro – Skate Park event was very good. Reminded members there is a fundraiser tea/coffee morning for Dementia UK on Friday 22nd May 2026 – all welcome. Official opening of the Goodearl Dog Park on Sunday 24th May 2026 with a dog show please advise the Office if any Councillors can help at this event.

AFC 012

CHIEF OFFICER'S REPORT

Advised members that the general rule of thumb is raise Parks and Open Spaces (POS) during Council meeting issues and to use the Parish's POS Reporting

System, with a link found on the website. The Deputy Clerk will send an explanation email to all. Encouraged members to join the Tea Fundraiser on Friday and donate a cake or raffle prize, if you can.

AFC 013

2026-2027 MEETING DATES

Members approved the Council meeting calendar for 2026-27, as presented.

Proposed: Councillor A Roupelis

Seconded: Councillor N Bradley

Vote: Agreed unanimously.

RESOLVED: To approve the Council meeting calendar for 2026-27.

AFC 014

NOMINATIONS OF MEMBERS OF COMMITTEES

AFC 014A

Members agreed the Community Development Committee membership:

1. Cllr N Bradley
2. Cllr C Chikezie-Morris
3. Cllr A Hughes
4. Cllr J Ireland
5. Cllr J Jackson
6. Cllr L Jackson
7. Cllr A John
8. Cllr V Manro
9. Cllr S Nukana
10. Cllr A Roupelis
11. Cllr C Skinner
12. Cllr L Stevenson

AFC 014B

Members agreed the Parks & Open Spaces Committee membership:

1. Cllr I Edwards
2. Cllr R Hailstone
3. Cllr R Heath
4. Cllr S Heyes
5. Cllr A Hughes
6. Cllr J Jackson
7. Cllr L Jackson
8. Cllr A Jimmy
9. Cllr V Manro
10. Cllr S Nukana
11. Cllr C Skinner
12. Cllr L Stevenson

AFC 014C

Members agreed the Planning & Highways Committee membership:

1. Cllr C Chikezie-Morris
2. Cllr I Edwards
3. Cllr R Hailstone
4. Cllr R Heath
5. Cllr J Ireland
6. Cllr L Jackson
7. Cllr A John
8. Cllr B Patrick-Okoh
9. Cllr C Skinner

AFC 014D

Members agreed the Finance & Policy Committee membership:

1. Cllr N Bradley
2. Cllr R Hailstone
3. Cllr S Heyes
4. Cllr A Jimmy
5. Cllr A John
6. Cllr V Manro
7. Cllr B Patrick-Bose

8. Cllr A Roupelis

9. Cllr C Skinner

Members agreed to approve the four standing Committee Memberships.

Proposed: Councillor L Jackson

Seconded: Councillor S Nukana

Vote: Agreed Unanimously.

RESOLVED: To approve the four standing Committee's memberships.

AFC 015

AFC 015A

NOMINATIONS OF CHAIRS OF COMMITTEES

Community Development Committee

Two nominations were put forward for Chair of this Committee - Councillor S Nukana and Councillor C Chikezie-Morris. Councillor V Manro requested a secret ballot (Standing Order 3s.). Councillor S Nukana received the majority and was duly appointed as Chair of the Community Development Committee.

Proposed: Councillor L Stevenson

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: Councillor S Nukana was appointed as Chair of the Community Development Committee.

AFC 015B

Parks & Open Spaces Committee

Councillor L Jackson was appointed as Chair of the Parks & Open Spaces Committee.

Proposed: Councillor R Hailstone

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: Councillor L Jackson was appointed as Chair of the Parks & Open Spaces Committee.

AFC 015C

Planning & Highways Committee

Councillor A John was appointed as Chair of the Planning & Highways Committee.

Proposed: Councillor A Hughes

Seconded: Councillor J Ireland

Vote: Agreed Unanimously.

RESOLVED: Councillor A John was appointed as Chair of the Planning & Highways Committee.

AFC 015D

Finance & Policy Committee

Councillor A Roupelis was appointed as the Chair of the Finance & Policy Committee.

Proposed: Councillor C Chikezie-Morris

Seconded: Councillor S Nukana

Vote: Agreed Unanimously.

RESOLVED: Councillor A Roupelis was appointed as Chair of the Finance & Policy Committee.

AFC 016

AFC 016A

NOMINATION OF VICE CHAIRS OF COMMITTEES

Community Development Committee

Councillor L Stevenson was appointed as Vice Chair of the Community Development Committee.

Proposed: Councillor J Ireland

Seconded: Councillor R Heath

Vote: Agreed Unanimously.

RESOLVED: Councillor L Stevenson was appointed as Vice Chair of the Community Development Committee.

AFC 016B

Parks & Open Spaces Committee

Councillor R Hailstone was appointed as Vice Chair of the Parks & Open Spaces Committee.

Proposed: Councillor C Skinner

Seconded: Councillor A Roupelis

Vote: Agreed unanimously.

RESOLVED: Councillor R Hailstone was appointed as Vice Chair of the Parks & Open Spaces Committee.

AFC 016C

Planning & Highways Committee

Councillor C Chikezie-Morris was appointed as Vice Chair of the Planning & Highways Committee.

Proposed: Councillor A John

Seconded: Councillor N Bradley

Vote: Agreed Unanimously.

RESOLVED: Councillor Chichi Chikezie-Morris was appointed as Vice Chair of the Planning & Highways Committee.

AFC 016D

Finance & Policy Committee

Councillor V Manro was appointed as Vice Chair of the Finance & Policy Committee.

Proposed: Councillor A Roupelis

Seconded: Councillor J Ireland

Vote: Agreed Unanimously.

RESOLVED: Councillor V Manro was appointed as Vice Chair of the Finance & Policy Committee.

AFC 017

NOMINATION OF MEMBERS TO PERSONNEL SUB COMMITTEE

Members agreed to appoint the named members to Personnel Sub Committee.

Proposed: Councillor N Bradley

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: To appoint the following members onto the Personnel Sub Committee:

1. Cllr V Manro
2. Cllr R Hailstone
3. Cllr S Heyes
4. Cllr J Ireland
5. Cllr J Jackson
6. Cllr L Jackson
7. Cllr A Roupelis (Chair – as Chair of F&P)

AFC 018

WORKING PARTY MEMBERSHIPS

Members noted the Working Party memberships for the following:

1. Internal Audit / Investments

Cllr V Manro
Cllr B Patrick-Okoh
Cllr A Roupelis

2. Budget Setting

Cllr R Hailstone
Cllr S Heyes
Cllr L Jackson
Cllr A Jimmy
Cllr A John
Cllr V Manro
Cllr S Nukana
Cllr A Roupelis
Cllr C Skinner

3. Community Emergency Plan

Cllr R Hailstone
Cllr A John
Cllr V Manro
Cllr A Roupelis

4. Grounds Maintenance Facility

Cllr R Hailstone
Cllr S Heyes

Cllr J Jackson
Cllr L Jackson
Cllr V Manro
Cllr A Roupelis
Cllr C Skinner

5. Play Areas & Accessibility

Cllr N Bradley
Cllr R Hailstone
Cllr S Heyes
Cllr J Jackson
Cllr L Jackson
Cllr V Manro
Cllr C Skinner
Cllr L Stevenson

6. Wildflower, Tree, Bulb Planting and Climate Change

Cllr N Bradley
Cllr R Hailstone
Cllr V Manro
Cllr L Stevenson

7. Tadpole Field Development

Cllr R Hailstone
Cllr V Manro
Cllr L Stevenson

8. Planning Consultations

All Planning & Highways Committee

Cllr C Chikezie-Morris
Cllr I Edwards
Cllr R Hailstone
Cllr R Heath
Cllr J Ireland
Cllr L Jackson
Cllr A John
Cllr B Patrick-Okoh
Cllr C Skinner

9. Haydon Wick Living/Comms

Cllr C Chikezie-Morris
Cllr A Hughes
Cllr J Ireland
Cllr A John
Cllr V Manro
Cllr A Roupelis

10. Community Choices

Cllr N Bradley
Cllr J Ireland
Cllr V Manro
Cllr S Nukana
Cllr A Roupelis
Cllr L Stevenson

11. Events

Cllr C Chikezie-Morris
Cllr A Hughes
Cllr J Ireland
Cllr L Jackson

Cllr A John
Cllr S Nukana
Cllr A Roupelis
Cllr C Skinner
Cllr L Stevenson

12. Grounds Maintenance

Cllr R Hailstone
Cllr S Heyes
Cllr L Jackson
Cllr V Manro
Cllr C Skinner

13. Transfer of Services

Cllr R Hailstone
Cllr S Heyes
Cllr L Jackson
Cllr A John

14. Deeds and Legal Matters

Cllr R Hailstone
Cllr A Jimmy
Cllr V Manro

15. Clary Road

Cllr R Hailstone
Cllr L Jackson
Cllr V Manro
Cllr A Roupelis
Cllr C Skinner
Cllr L Stevenson

16. Library

Cllr C Chikezie-Morris
Cllr I Edwards
Cllr S Heyes
Cllr A Hughes
Cllr A John
Cllr V Manro

Proposed: Councillor L Stevenson

Seconded: Councillor A John

Vote: Agreed Unanimously.

RESOLVED: To appoint the Councillors named above as Members of the various Working Parties.

AFC 019

NOMINATIONS TO EXTERNAL BODIES

The following Members were appointed to the External Bodies.

Wiltshire Association of Local Councils/National Association of Local Councils (WALC/NALC):

1. Cllr V Manro
2. Cllr S Nukana

Swindon Local Councils Forum:

1. Cllr R Hailstone (as Standards Committee member)
2. Cllr A Jimmy
3. Cllr V Manro

Seven Fields Nature Reserve Liaison:

1. Cllr N Bradley
2. Cllr C Chikezie-Morris
3. Cllr L Jackson (Lead)

Proposed: Councillor L Stevenson

Seconded: Councillor R Hailstone

Vote: Agreed Unanimously.

RESOLVED: To appoint the Councillors named above as Members of the various External Bodies.

AFC 020

COMMITTEE TERMS OF REFERENCE

The updated Committee Terms of Reference were agreed:

- A. Community Development
- B. Parks & Open Spaces
- C. Planning & Highways
- D. Finance & Policy
- E. Personnel Sub Committee
- F. Strategic Development Sub Committee
- G. Generic Working Party

Proposed: Councillor A Hughes

Seconded: Councillor C Skinner

Vote: Agreed unanimously.

RESOLVED: To adopt the updated Committee Terms of Reference (A-G), as presented.

AFC 021

STANDING ORDERS

Members agreed to adopt the revised Standing Orders, as presented, it was noted that there are some date changes.

Proposed: Councillor A Roupelis

Seconded: Councillor L Jackson

Vote: Agreed unanimously.

RESOLVED: To adopt the revised Standing Orders, as presented.

AFC 022

FINANCIAL REGULATIONS

Members agreed to adopt the revised Financial Regulations, as presented with some changes in line with audit recommendations.

Proposed: Councillor L Stevenson

Seconded: Councillor S Nukana

Vote: Agreed unanimously, Cllr Jimmy absent from the vote.

RESOLVED: To adopt the revised Financial Regulations, as presented.

AFC 023

POLICY REVIEW

Members re-adopted the following policies, in line with the Council's Standing Orders:

- A. Complaints Procedure 2026
- B. Freedom of Information & Publication Scheme Policy 2026
- C. GDPR Policy 2026
- D. Scheme of Delegation 2026
- E. Press, Media and Communications 2026.
- F. Staff Handbook – *to be deferred until Personnel Sub Committee has reviewed.*

Proposed: Councillor B Patrick-Okoh

Seconded: Councillor N Bradley

Vote: Agreed Unanimously.

RESOLVED: To readopt the policies presented. To note the Staff Handbook was deferred until Personnel Sub Committee, where it will be brought to a future Full Council meeting.

AFC 024

ASSET REGISTER

Members reviewed and agreed on the current Asset Register, as presented. It was noted the Register was updated following advice from the Internal Auditor the

Grounds Maintenance Facility was removed because the Asset has not been formally handed over from the Contractor to the Council.

Proposed: Councillor S Heyes

Seconded: Councillor A Roupelis

Vote: Agreed Unanimously.

RESOLVED: To agree the current Asset Register, as presented.

AFC 025

INSURANCE ARRANGEMENTS

Members noted the insurance arrangement for Council during 2025/26. The purpose for reviewing these documents is for the self-audit to ensure the Council is operating lawfully. *Action: To send a Councillor the comparisons that were previously made, action Chief Officer.*

AFC 026

GENERAL POWER OF COMPETENCE

Members noted the report, which confirmed that Haydon Wick Parish Council meets the criteria to adopt the General Power of Competence (GPC). This power is intended to be used as a first resort, meaning that the Council should consider reliance on the GPC before seeking specific statutory powers. Eligibility for, and adoption of, the GPC must be formally resolved at the beginning of each new electoral term and remains in force for four years. In this instance, eligibility will continue until the first Annual Meeting of the Council following the ordinary elections in 2030. Should any of the qualifying conditions change during this period, the GPC will technically remain in place; however, the Council is advised to exercise caution and refrain from initiating any new, non-essential, or higher-risk initiatives which would rely on the use of this power, focusing instead on core and routine activities.

Proposed: Councillor R Heath

Seconded: Councillor R Hailstone

Vote: Agreed Unanimously.

RESOLVED: To adopt the General Power of Competence until the first Annual Meeting of the Council following the ordinary elections in 2030.

AFC 027

COUNCIL'S CHOSEN CHARITY

Councillors considered various ideas for the Council's chosen charity for 2026-27 including CALM, who support mental health and isolation, Prospect Hospice and The Wiltshire Tree House, who support children who have encountered bereavement. Members were encouraged to provide the Deputy Clerk with any more suggestions prior to bringing a report to Full Council on the 26th May 2026, where the final decision will be made,

The meeting closed at 8.50pm

Chairman _____