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Minutes of the **Finance & Policy Committee** of Haydon Wick Parish Council held on **Tuesday 15th September** at 7.30pm at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS: Councillors A Roupelis (Chair), V Manro (Vice Chair), N Bradley, S Heyes, A Jimmy, A John, B Patrick-Okoh and C Skinner

OFFICER: Georgina Morgan-Denn, Chief Officer/Clerk & RFO

FP 020 APOLOGIES

Apologies were received from Councillor R Hailstone (Personal Commitments).

FP 021 DECLARATIONS OF INTEREST

There were none.

FP 022 PUBLIC PARTICIPATION

There were two members of public present and in attendance to find out about plans for accessibility in the Parish. Contact details were taken so an approach can be made for taking part in future feedback opportunities.

FP 023 CHAIRMAN'S ANNOUNCEMENTS

Nothing to report.

FP 024 MINUTES OF THE PREVIOUS MEETINGS

Members reviewed the minutes of Finance and Policy Committee held on Tuesday 14th July 2026 and agreed they were a true record -subject to amending the minutes to show that Councillor A Jimmy had sent his apologies in advance of the meeting.

Proposed: Councillor N Bradley Seconded: Councillor A John

Vote: Agreed with 1 (one) Abstention.

RESOLVED: To accept and sign the minutes of the Finance & Policy Committee held on Tuesday 14th July 2026 - subject to amending the minutes to show that Councillor Ayo Jimmy sent his apologies in advance of the meeting.

FP 025 COUNCILLOR REPORTS

Councillor V Manro – Attended Personnel Sub Committee and Community Emergency Plan working party meeting.

Councillor S Heyes – Attended Personnel Sub Committee meeting.

Councillor A Roupelis – Attended the Abba event for the Memory Café, Personnel Sub Committee and Community Emergency Plan Meeting.

Councillor N Bradley – Advised on there movements in the Parish.

Councillor A Jimmy – Nothing to report

Councillor A John – Advised on there movements in the Parish.

Councillor B Patrick-Okoh – Nothing to report

Councillor C Skinner – Nothing to report

FP 026 CHIEF OFFICER'S REPORT

Explained some final contractual points of the renewal of the Council's 5-year telecommunication contract.

FP 027 ACTIONS ARISING FROM PREVIOUS COMMITTEE MEETINGS.

Not available for the meeting so deferred to October's meeting.

Initials: _____

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- FP 028 FINANCE MATTERS**
- FP 028A** Members received and noted the income and expenditure for August 2026.
- FP 028B** Members received and noted the Bank Statements and Bank Reconciliations for August 2026.
- FP 028C** Members noted the Bank Statements for July 2026 and the Investments and Account Transfers to Month 5 (31st August 2026), as presented.
- FP 028D** Members received and approved expenditure under purchase daybook references 5453 and 5499. The total payment is £105,742.39 for July 2026 and August 2026.
Proposed: Councillor V Manro **Seconded: Councillor S Heyes**
Vote: Agreed unanimously.
RESOLVED: To approve expenditure under purchase daybook references 5453 and 5499. The total payment is £105,742.39 for July 2026 and August 2026.
- FP 028E** Members retrospectively approved the payments made using the credit card for payments made in July and August 2026. The total payment was £3,076.82.
Proposed: Councillor A John **Seconded: Councillor C Skinner**
Vote: Agreed unanimously.
RESOLVED: To retrospectively approve expenditure using the credit card for payments made in July and August 2026. The total payment was £3,076.82.
- FP 028F** To note the FIT payment for the Parish Council office solar panels has been received for the Period 3rd March 2026 – 2nd June 2026. Total cost of £116.57.
- FP 029 2025/26 AGAR Section 3 External Auditor report & Notice of Completion**
Members noted the report and that the audit of accounts for Haydon Wick Parish Council for 2025/26 financial year has now been completed and a Notice of Completion has been published widely. It was agreed that there is the resource currently in place to conduct a thorough data audit for completion, anticipated by the end of the Autumn 2026.
- FP 030 COMMUNITY EMERGENCY PLAN**
Members noted the report which explained the present and future timelines for the Community Emergency Plan and formation of Haydon Wick's Emergency Community Hub. The first public meeting took place on the 2nd September 2026, with the new volunteers keen to take up roles and be involved in this important service in the Parish, should an emergency occur. Structured plans using historic emergencies were explained to the group which demonstrated what is already in place for the community. It was discussed that there may be a 'pool' of retired residents that may like to be part of the emergency planning group, and help expand the group, if required. It was explained that the Community Hub sits within the framework of SBC and Wiltshire Prepared. Overall, the first meeting went well and there will be another one in January 2027, where it is hoped to include a scenario/tabletop training of different emergency events.
- FP 031 FUTURE PLANNING FOR HEATWEAVES, DROUGHT CONDITIONS AND CLIMATE RESILIENCE.**
Members noted the report received from Councillor A Roupelis. Following continued changes to the English climate and five consecutive years of warmer summer, it is imperative that the Parish Council recognise the impact on the ground surfacing and commence planning for heatwaves, droughts etc. to ensure climate resilience. Members were asked to consider forming a new Working Party to help develop the plans and consider the potential budgetary impact. Proposals for budgets will be needed in October and November – beginning of December at

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the latest. It was acknowledged that it is hoped that Swindon Borough Council are doing something similar. Committee agreed to create a Working Party and will arrange their first meeting on Teams. Membership confirmed so far as Councillors A Roupelis, N Bradley, S Heyes and A John.

FP 032

BUDGET SETTING 2027/28

Members noted the timetable for setting the Council's budgets for the next three financial years. The process will commence in October and conclude in January 2027. It was acknowledged that Haydon Wick's budget-setting process is highly collaborative, and all Councillors are encouraged to participate and contribute ideas. Members were reminded of the Budget Working Party membership, and any Councillors wishing to join were invited to do so. Members also noted the significant work undertaken by Officers to produce accurate budget forecasts and financial plans. Consequently, any new budget proposals or projects that have not previously been considered by a Committee, and are submitted after 15th December 2026 will not be included within the budget-setting process. The final budget and precept demand must be submitted to Swindon Borough Council by 31st January 2027.

FP 033

COMMUNITY LED ACTION PLAN

Councillors Roupelis and Heyes are leading a programme of councillor-led activities to engage with residents to assess progress against the Council's three-year strategy and gather feedback from the community. More information would be presented at Full Council next week. In the meantime, Chairs and Vice-Chairs of Committees were reminded that the CLAP Action tracker is available for updating progress against the delivery of the Council's strategic objectives.

FP 034

ITEMS FOR THE NEXT AGENDA

To be submitted in advance of 17th November 2026.

FP 035

EXCLUSION OF PUBLIC & PRESS

RESOLVED: 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.**

FP 036

INSURANCE MATTERS

Members noted the report and ongoing insurance matters. No further updates on three of the cases. One new case was reported of damage caused to a vehicle during hedge cuttings operations.

FP 037

ACCIDENT REPORTING

Members received two reports of minor accidents, one from a resident and a staff member. There are no ongoing issues.

Meeting Closed at 20:20.

Chairman Signed: _____

Initials: _____