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 (4) years in office.

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 NOMINATIONS OF CHAIRS OF COMMITTEES

AFC 015A 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 NOMINATION OF VICE CHAIRS OF COMMITTEES

AFC 016A 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

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 has reviewed it and brings recommendations to Full Council.

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 who stated the Grounds Maintenance Facility had to be 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. *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 _____**