

FULL COUNCIL

12th June 2019

To: All members of Haydon Wick Parish Council

Councillors L Brown (Chairman), E Baker Lee, S Callen, S Fateru, J Fuller, R Hailstone, J Jackson, S Heyes, A John, V Manro, S McDermott, D Rodgers, A Roupelis, K T Naik, R Venkatesh and R Worman.

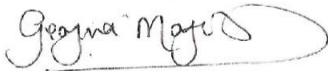
Dear Councillor,

You are summoned to a meeting of Haydon Wick Parish Council which will be held at the Parish Council Offices, Thames Avenue, Haydon Wick SN25 1QQ on Tuesday 18th June 2019 at **7.30pm**.

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.

Yours sincerely



Georgina Morgan-Denn BA (Hons), PSLCC
Clerk to Council

AGENDA

*Before the meeting there will be an opportunity to troubleshoot any IT issues.
For those affected, please arrive at 7.15pm.*

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- 1. Apologies**
To receive and approve.
 - 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**
 - 5. Co-option of Councillors**
To co-op two Councillors.
 - 6. Acceptance of Office**
Co-opted Councillors to sign their Acceptance of Office.

7. Minutes of the Previous Meetings

To confirm as a true record the minutes of the Annual Meeting held on Tuesday 14th May 2019 (attached).

8. Committee Reports

To receive and note the minutes of the following meetings and approve any recommendations made to the Full Council.

8a. Planning & Highways Committee

Minutes of the meeting held on Tuesday 30th April 2019 (attached)

Recommendations to Full Council to be approved:

- (i) To recommend to Full Council that the amended Terms of Reference authority and Scheme of Delegation will be considered by Full Council on 18th June 2019.
- (ii) Bus Hard Standings (exempt item - Agenda item 20)

8b. Amenities & Leisure Committee

Minutes of the meeting held on Tuesday 9th April 2019 (attached)

Recommendations to Full Council to be approved:

To recommend to Full Council the amended Terms of Reference to include delegated authority to sign off expenditure up to £25k. Revised TOR and Scheme of Delegation will be considered by Full Council on 18th June 2019.

8c. Policy & Finance Committee

Minutes of the meeting held on Tuesday 26th March 2019 (attached)

Recommendations to Full Council to be approved:

To recommend to Full Council the amended Terms of Reference to include delegated authority to sign off expenditure up to £10k. Revised TOR and Scheme of Delegation will be considered by Full Council on 18th June 2019.

8d. Personnel Sub Committee

Recommendation to Full Council to be approved:

To recommend to Full Council the amended Terms of Reference.

8e. Scheme of Delegation

To adopt the Scheme of Delegation (attached)

9. Councillor Reports

To receive reports from Councillors. For information only.

10. Swindon Borough Ward Councillor Reports

To receive reports from and raise questions to Swindon Borough Ward Councillors. For information only.

11. Formation of Community Engagement Group

To confirm the membership of the Community Engagement Group and elect a Chair. To agree to hold an initial meeting following Full Council on 18th June.

- 12. Transfer of Councillor Allowance**
To consider a proposal to transfer a Councillor's allowance to the Community Engagement Budget (attached).
- 13. Haydon Wick Festival**
To consider manning a stand at the Festival on 13th July 2019 (space dependent)
- 14. Clerk's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 15. Councillor Allowances**
To receive a report concerning the eligibility for co-opted Councillors to receive an allowance (tabled).
- 16. Website Accessibility**
To receive an update concerning changes to the Public Sector Bodies Accessibility (Website & Mobile Applications) (No. 2) Regulations 2018 (attached).
- 17. Bus Service 20 Subsidy**
To consider a request from Stratton St Margaret Parish Council for contributing towards subsidizing the Number 20 bus route (attached).
- 18. Financial Matters**
A) To receive the Income & Expenditure Statement for May 2019 (attached)
B) To receive the Bank Statements and Bank Reconciliations for May 2019 (tabled)
C) To approve the Payment Schedule for May/June 2019 (tabled)
D) To nominate two Councillors to attend the office to check and sign the Payment Schedule
- 19. Annual Governance and Accountability Return (AGAR) for year ended 31st March 2019: Governance Statement**
To approve the Annual Governance Statement for 2018/19 (attached).
- 20. Annual Governance and Accountability Return (AGAR for year ended 31st March 2019: Accounting Statement**
To approve the Annual Accounting Statements for 2018/19 (attached).
- 21. Items for Next Agenda**
To propose agenda items for the Full Council meeting on 16th July 2019
- 22. 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'. Reason: Contractual.
- 23. Bus Hard Standings**
To receive the recommendation from Planning & Highways Committee for Bus Hard Standings (tabled):

 - (a) To recommend to Full Council that approval is given to proposals 1 and 3.

- (b) To recommend to Full Council that proposal 4 is changed to an aspiration for budget setting in 2020/21.

24. IT Support Contract

To consider renewing the existing IT Support Contract and purchase various IT consumables (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 Clerk at least 24 hours before the meeting so that every effort may be made to provide access.