

WEST SWINDON PARISH COUNCIL

28 February 2018

Notice of a meeting of the
WEST SWINDON PARISH COUNCIL
to be held on **Monday 5 March 2018 at 7.30pm**
at **WEST SWINDON LIBRARY**



Joyce Holman
Parish Clerk

AGENDA

Public Questions, Comments or Representations (**maximum of 10 minutes**).

1. **Apologies**

2. **Declarations of Interest & Applications for Dispensation**

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 18 May 2017.

3. **Minutes of the previous meetings**

To confirm as a true record the minutes of the Parish Council meeting held on 29 January 2018.

4. **Minutes of the Leisure & Amenities Committee**

To receive Recommendation (Minute 284) to approve the allocation of up to £9,000 from the current 'General Maintenance' (4590) budget to undertake play area maintenance as highlighted in the Play Inspection Reports

To confirm and adopt the minutes of the Leisure & Amenities Committee meeting held on Wednesday 7th February 2018.

5. **Minutes of the Finance and Staffing Committee**

To receive Recommendation (Minute 290) that the Schedule of Payments for February 2018 of nine Payments totalling £9069.33 is approved.

To confirm and adopt the minutes of the Finance and Staffing Committee meeting held on Thursday 8th February 2018.

6. **Minutes of the Planning & Environment Committee**

To receive Recommendation (Minute 301) that the Parish Council sets up a Litter Working Party to investigate best practice and options to tackle litter and flytipping.

To confirm and adopt the minutes of the Planning & Environment Committee meeting held on Monday 12 February 2018.

7. **Update from Swindon Borough Councillors**
To receive information and updates from Swindon Borough Councillors present.
8. **Reports from Parish Council Representatives**
To receive reports from any Councillors who have represented the West Swindon Parish Council since the last Full Council Meeting.
9. **Report from the Chair**
The Chair to report to the Committee on any meetings or representation undertaken on behalf of the West Swindon Parish Council.
10. **Litter Working Party**
To confirm Terms of Reference for the Litter Working Party and agree nominations to the Working Party. (Copy attached).
11. **Enhanced Tree/Tall Shrub Service**
To receive a draft Change Control Note for the Streetsmart Service Level Agreement in respect of an enhanced response to trees and tall shrubs. (Copy attached).
12. **Admission of Public and Press.**
To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'
Reasons: Staffing/Procurement
13. **Services Working Party**
To receive recommendations for the appointment of consultancy for the Streetsmart Review. (Report attached)
14. **Staffing**
To receive an update on staffing arrangements from the Parish Clerk.

Members of the West Swindon Parish Council:

Cllr Matthew Courtliff
Cllr Stephanie Exell
Cllr Suresh Gattapur
Cllr Nigel Gibbons
Cllr Ellen Heavens
Cllr Vinay Kumar
Cllr John Lenton
Cllr Timothy Makofu
Cllr Nick Martin
Cllr Mary Martin
Cllr Peter Stoddart
Cllr Tim Swinyard
Cllr Caryl Sydney Smith
Cllr Matt Walker
Cllr Keith Williams

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.