

WEST SWINDON PARISH COUNCIL

16 August 2017

Notice of a meeting of the **WEST SWINDON PARISH COUNCIL**
to be held on **Monday 21st August 2017** at **6.30pm** 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 24 July 2017.

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

To receive Recommendation (Minute 104) that the Council approves expenditure of £10,000 to spring bulb planting schemes determined by the Leisure and Amenities Committee.

To confirm and adopt the minutes of the Leisure & Amenities Committee meeting held on Wednesday 2nd August 2017.

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

To confirm and adopt the minutes of the Planning & Environment Committee meeting held on Monday 14 August 2017.

6. **Minutes of Finance and Staffing Committee**

To receive Recommendation (Minute 114) to approve an amendment to the West Swindon Parish Council Financial Regulations adopted on 18 May 2017 as follows under *Section 6*.

Instructions for the Making of Payments

- 6.o. Any corporate credit card opened by the Council will be specifically restricted to use by the Parish Manager and/or Clerk/RFO and will also be restricted to a single transaction maximum value of £1000.
- 6.p. Transactions and purchases made using the corporate credit card will be reported to the council and shall be subject to automatic payment in full at each month-end.

To receive Recommendation (Minute 115) to approve the *Licence to Occupy the West Swindon Library Premises* at a cost of £9,000 per annum.

To confirm and adopt the minutes of the Finance and Staffing Committee meeting held on Monday 14 August 2017.

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. Website

To receive a report confirming costs for the website and to agree the preferred provider.

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.