

Notice of a meeting of  
**WEST SWINDON PARISH COUNCIL**  
to be held In Person: Unit 25 Westmead Industrial Estate, SN5 7YT  
and  
**ONLINE on Monday 28 June 2021 at 7.00 pm**  
**ZOOM details:** Meeting ID: 833 6782 1122      Passcode: 2468

  
Parish Manager

### **AGENDA**

**Public Questions, Comments or Representations** (20 mins)  
If you are unable to access the meeting online, you can ask for a question to be raised on your behalf

1. **Apologies**  
To receive and approve Apologies for Absence
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 14<sup>th</sup> May 2019.
3. **Minutes of the previous meetings**  
To confirm as a true record the minutes of the Annual Parish Council meeting held on Monday 24 May 2021.
4. **Minutes of the Planning & Environment Committee**  
To confirm and adopt the minutes of the Planning & Environment Committee held on Wednesday 9<sup>th</sup> June 2021
5. **Minutes of the Finance and Staffing Committee**  
  
To receive Recommendation (Minute 35 ) that expenditure for May 21 of 54 payments totalling **£57,389.16** are approved  
  
To confirm and adopt the minutes of the Finance and Staffing Committee meeting held on Wednesday 9<sup>th</sup> June 2021
6. **Minutes of the Leisure & Amenities Committee**  
  
To confirm and adopt the minutes of the Leisure & Amenities Committee held on Monday 14 June 2021.
7. **Update from the Parish Council Chair**  
To receive a verbal update from Cllr Nigel Gibbons (Chair)

8. **Update from Swindon Borough Councillors**  
To receive verbal updates and information from Swindon Borough Councillors present.
9. **Updates from Parish Council Representatives**  
To receive updates from Parish Councillors.
10. **Year End Accounts 2020-21 – Annual Governance Statement**  
To approve the Annual Governance Statement as part of the 2020-21 Annual Return (copy to follow)
11. **Year End Accounts 2020-21 – Accounting Statement**  
To approve the Year End Accounts 2020-21 and the Accounting Statement as part of the 2020-21 Annual Return (copies to follow)
12. **Parliamentary Boundary Review**  
To receive a report highlighting proposals from the Boundary Commission for England (copy attached)
13. **Review of the Deed between Swindon Borough Council and West Swindon Parish Council**  
To have a verbal discussion to agree the scope and approach of the review of the Deed between Swindon Borough Council and West Swindon Parish Council.

**Members of the West Swindon Parish Council:**

Cllr Umar Ali	Cllr Timothy Makofu
Cllr Mike Burtenshaw	Cllr Nick Martin
Cllr Steph Exell	Cllr Mary Martin
Cllr Simon Firth	Cllr Trish Philpot
Cllr Suresh Gattapur (Vice Chair)	Cllr Tim Swinyard
Cllr Nigel Gibbons (Chair)	Cllr Caryl Sydney Smith
Cllr Geoff Gould	Cllr Keith Williams
Cllr Prakash Khaitan	

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.

**Access Instructions:**

***Members of the public are encouraged to attend online where possible. If you wish to attend in person, please contact the Clerk - tel: 07553941714 or [clerk@westswindon-pc.gov.uk](mailto:clerk@westswindon-pc.gov.uk) to confirm your attendance. We will advise you on safety precautions.***

*For online access, you need to open up Zoom on a phone, tablet, computer or laptop [www.zoom.us](http://www.zoom.us) Once you have opened Zoom, you want to 'Join A Meeting'. You need the meeting ID and the password to access this meeting. These are found at the top of this Agenda.*

*You can view the meeting using video and audio (so we can see and hear you) or just audio. Zoom will prompt you for your preferences and you can turn sound and video on or off. During public question time you will be invited to ask a question. After public questions you will be 'muted' so that you can listen and observe the meeting but you will not be participating. Any queries, please contact the parish office on 07470652137.*