

Notice of a meeting of
WEST SWINDON PARISH COUNCIL
to be held at: Unit 25 Westmead Industrial Estate, SN5 7YT and
ONLINE on Monday 23 August 2021 at 7.00 pm
ZOOM details: Meeting ID: 841 2358 5090 Passcode: 2468


Parish Manager

AGENDA

Public Questions, Comments or Representations (20 mins)
If you are unable to attend the meeting in person or 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 24 May 2021.
3. **Minutes of the previous meetings**
To confirm as a true record the minutes of the Council meeting held on Monday 26 July 2021.
4. **Minutes of the Finance and Staffing Committee**

To receive Recommendation (Minute 93) as part of Agenda item 12.

To confirm and adopt the minutes of the Extraordinary Finance and Staffing Committee meeting held on Monday 16 August 2021
5. **Update from Swindon Borough Councillors**
To receive verbal updates and information from Swindon Borough Councillors present.
 - School Safety Zone, Shaw Primary School.
6. **Updates from Parish Council Representatives**
To receive updates from Parish Councillors.
7. **Sparcells Toddler Play Area**
To review the option to adopt the Sparcells Toddler play area (inspection report attached)
8. **Protocol for Recording Absence**
To receive a report setting out a proposed protocol for recording absences at meetings (copy attached)
9. **Co-option Process**
To receive an update on the Casual Vacancy and consideration/approval of a Co-option

Process for the Parish Council (copy attached)

10. Operations Update

To receive a report setting out an update on preparations for the hedge cutting programme.
(copy attached)

11. Swindon Borough Council Consultations

For information:

Electric Vehicle Chargepoint Strategy (link already circulated)

Local Cycling and Walking infrastructure Plan (LCWIP) (link already circulated)

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'.

Reason: Staffing Matters

To receive a recommendation from the Finance & Staffing Committee on staffing matters.

Date of next meeting: Monday 27 September 2021 7.00 pm

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 Suresh Gattapur (Vice Chair)

Cllr Trish Philpot

Cllr Nigel Gibbons (Chair)

Cllr Tim Swinyard

Cllr Geoff Gould

Cllr Caryl Sydney Smith

Cllr Prakash Khaitan

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.

Online Access Instructions:

For online access, you need to open up Zoom on a phone, tablet, computer or laptop 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.