

Dear Councillor

You are formally summoned to attend a meeting of
FULL COUNCIL
Monday 26th June 2023 at 6.45 pm
Unit 25 Westmead Industrial Estate, SN5 7YT



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. Welcome & Declarations of Interest/Applications for Dispensation

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 22 May 2023.

2. Minutes of the last Meeting

To receive Minutes from the last meeting, the Annual Parish Council meeting held on 22 May 2023 for approval and adoption

3. Minutes of the Planning, Leisure and Environment Committee

To receive Minutes from the Planning, Leisure & Environment Committee held on Monday 5 June 2023 for approval and adoption.

4. Confirmation of Committee Membership

For approval: To receive a list of Committee membership for approval and adoption (copy attached)

5. Update from Swindon Borough Councillors

To receive verbal updates and information from Swindon Borough Councillors present.

6. Update from West Swindon Parish Councillors

To receive verbal updates and information from West Swindon Parish Councillors present.

7. Confirmation of Councillors Allowances

To confirm the amount allocated to Councillor allowances for 2023-24

8. **Membership of the Swindon Area Forum/Committee**

To discuss membership of the Parish Councils Swindon Area Forum

9. **Internal Auditors Report**

For information: To review report from the Internal Auditor for the financial year 2022-23

10. **Year End Accounts 2022-23 – Annual Governance Statement**

To approve the Annual Governance Statement as part of the 2022-23 Annual Return (copy attached)

11. **Year End Accounts 2022-23 – Accounting Statement**

To approve the Year End Accounts 2022-23 and the Accounting Statement as part of the 2022-23 Annual Return (copy attached)

12. **Councillor Emails**

To discuss the options for standardised email addresses for Councillors (report attached)

13. **Risk Management Policy & Play Risk Management Policy 2023/24**

To review, approve and adopt a Risk Management Policy and Play Risk Management Policy for 2023-24 (copy attached)

Date of next meeting: Monday 24 July 2023

Members of the Council:

- Cllr Junab Ali (Chair)
- Cllr Peter Bates
- Cllr Mustafa Dayan
- Cllr Mustafa Ertas
- Cllr Suresh Gattapur
- Cllr Leon Grother
- Cllr Rose Llewellyn (Vice Chair)
- Cllr Tim Makofu
- Cllr Trish Philpot
- Cllr Graham Philpot
- Cllr Nandini Singh
- Cllr Andrew Swinyard
- Cllr Caryl Sydney Smith
- Cllr Keith Williams
- Cllr Sean Wilson

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:

The Parish Committee meetings are open to the public at the address above. Each meeting includes public question time at the start of the meeting.

There is the option to attend or observe a meeting virtually. For online access, you need to open the link below to access a Microsoft Teams invitation: You may need to download Teams – there is a link below to do this.

Microsoft Teams meeting

Join on your computer, mobile app or room device [Click here to join the meeting](#)

Meeting ID: 356 808 822 062 Passcode: saDUTY [Download Teams](#) | [Join on the web](#)