

CENTRAL SWINDON NORTH PARISH COUNCIL

12th November 2020

Dear Councillor

You are formally **summoned** to attend a virtual meeting of the
CENTRAL SWINDON NORTH PARISH COUNCIL
to be held on **WEDNESDAY 18th NOVEMBER 2020** at **7.00pm**
via **ZOOM LINK** (provided by the Clerk)



Andy Reeves
Parish Clerk

AGENDA

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

Central Swindon North Parish Council is committed to increasing its accountability to the public and to promoting active citizenship. A maximum of 10 minutes will be allowed at the start of all Council meetings for questions to the Chair from members of the public about the work of the Council (except for confidential matters and specific planning applications). Questions must be relevant, clear and concise. Because of time constraints Public Question Time is not an opportunity to make speeches or statements. Prior notice of a question to the Clerk is desirable - particularly if detailed background information is needed.

1. **Apologies**
2. **Declarations of Interest**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council in May 2017.
3. **Minutes of the previous meeting**
To review the minutes of the meeting held on 21st October 2020
4. **Planning & Environment Committee**
To confirm and adopt the minutes of the Planning & Environment Committee held on 7th October 2020.
5. **Finance & General Purposes Committee**
To confirm and adopt the minutes of the Finance & General Purposes Committee on 6th October 2020.
6. **Community Wellbeing Committee**
To confirm and adopt the minutes of the Community Wellbeing Committee on 2nd September 2020.
7. **Leisure & Recreation Committee**
To confirm and adopt the minutes of the Extraordinary Leisure & Recreation Committee on 20th October 2020
8. **Amendment to the Council Committee Structure May 2020**
Due to the community impact of CV19; to amend the committee structure to enable the Community Wellbeing Committee and the Leisure & Recreation Committee to meet monthly from bi-monthly. Commencing December 2020.

9. **Festive Lighting**
The Parish Clerk to provide an update on the interim CV19 compliant lighting arrangements for the areas previously agreed.
10. **Capital Spend Programme**
The Head of Finance & Governance to present a Capital Spend update and spend request for 2020/21 pro-rata.
11. **RAG Resolution Checklist**
The Head of Finance & Governance to present the current Resolution report for Committee(s) & Council.
12. **Budget Working Group**
The Head of Finance & Governance to propose the creation of a Budget Working Group; incorporating the Chairs & Vice Chairs of all Committees.
13. **Exclusion of Press and Public**
To RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations, the public and press be excluded during consideration of the following items on the basis of **Commercial Confidentiality & Staffing Matters**.
14. **Internal Audit Appointment**
To review the report from the Head of Finance & Governance as to the appointment of internal auditors for 2020/21.
15. **Appointment of Grounds & Maintenance Officer**
The Parish Clerk to present a report and Job Description on the revised post of Grounds & Maintenance Officer as recommended by the Finance & General Purposes Committee on November 3rd 2020.
16. **Staffing arrangements- Covid Impact**
The Parish Clerk and Head of Finance & Governance to present an updated report outlining proposed staffing measures to mitigate the loss of Community Centre income incurred from CV19.

Members of Parish Council

Cllr John Ballman

Cllr Paul Baker

Cllr Ray Ballman

Cllr Paul Exell

Cllr Steph Exell (Vice Chair)

Cllr Steve Henderson (Chair)

Cllr Mick Lucas

Cllr Derique Montaut

Cllr David Patey

Cllr Javes Rodrigues

Cllr Kevin Small

Cllr Tom Smith

Cllr Steve Thompson

Cllr Kenneth Toward-Parker

Cllr James Yeowell

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.