

CENTRAL SWINDON NORTH PARISH COUNCIL

12 March 2021

Dear Councillor

You are formally **summoned** to attend a virtual meeting of the
CENTRAL SWINDON NORTH PARISH COUNCIL
to be held on **WEDNESDAY 17th MARCH 2021** 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.
3. **Minutes of the previous meeting**
To review the minutes of the meetings held on 17th February 2021.
4. **Planning & Environment Committee**
To confirm and adopt the minutes of the Planning & Environment Committee meetings held on 3rd February 2021 and 24th February 2021.
5. **Finance & General Purposes Committee**
To confirm and adopt the minutes of the Finance & General Purposes Committee on 2nd February 2021.
6. **Leisure & Recreation Committee**
To confirm and adopt the minutes of the Leisure & Recreation Committee on 9th February 2021.
7. **Community Wellbeing Committee**
To confirm and adopt the minutes of the Community Wellbeing Committee on 3rd February 2021.
8. **Play Area Survey**
To consider the recommendation from the Leisure & Recreation committee to proceed with the production of a general play area survey via 'Survey Monkey' and to approve the costs for printing and distribution of leaflets to all homes within the Central Swindon North Parish Boundary.
 - o Leaflets, A4, full colour, 2 sided, 130g gloss - £186.00 per 5000 (circa 15,000 required) – approx. - £558.00
 - o Delivery - £88 per 1000 - approx. - £1,320.00Approx. total - £1,878.00

9. **Allotment Pricing**

To consider the recommendation from the Leisure & Recreation Committee to agree option 2 of the revised pricing and sizing review (attached), for an increased annual allotment income of £1,520.00. Implementation for the next billing year (21/22). Furthermore, that a pricing review occurs annually. To agree a 25% concession for those tenants in receipt of council tax benefit.

10. **Financial Regulations and Procedures Working Group**

To consider the terms of reference for the Financial Regulations and Procedures Working Group (attached).

11. **Moredon Sports Hub**

To note the verbal update from the Clerk regarding the Moredon Sports Hub project.

To consider the report of the Head of Finance & Governance regarding a timeline for decision making concerning the governance of the Moredon Sports Hub (attached).

12. **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 **Staffing Matters**.

13. **Finance Administration Assistant**

To consider the revised job description and person specification ahead of recruiting a Finance Administration Assistant (attached).

14. **Press & Marketing Officer**

To consider the report of the Clerk regarding the recruitment of a Press & Marketing Officer (attached).

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.

