

CENTRAL SWINDON NORTH
PARISH COUNCIL

COUNCIL MEETING

Minutes of the meeting held on 17 January 2018 at 7.00pm
at Pinetrees Community Centre

Present Cllr D Moffatt (Chair)
Cllr J Ballman (Vice-Chair)
Cllr R Ballman
Cllr H Fullick
Cllr S Henderson
Cllr M Lucas
Cllr D Montaut
Cllr J Rodrigues
Cllr K D Small
Cllr S Thompson
Cllr J Yeowell

Officers Joyce Holman (Parish Clerk)
Andy Reeves (Parish Manager)
Hannah Morgan (Deputy Clerk)

Public Four

Public Session A member of the public referred to the Gorse Hill allotment site and that there had been 10 sheds on the site broken into recently. He had tried to report this to the Parish Office but had heard nothing. He had reported it to the Police but they had not been helpful and would not give him a crime number. The Chair stated that the Parish Council would consider putting on notices up at the allotment sites with a contact number, but in the event of a crime then the Police were the right people to contact.

312 **Apologies**

Cllr P Baker
Cllr P Exell
Cllr S Exell
Cllr K Parker
Cllr T Smith

313 **Declarations of Interest & Applications for Dispensation**

None.

314 **Minutes of the previous meetings**

RESOLVED that the minutes of the Parish Council Meeting held on 20 December 2017 be approved as a correct record.

315 **Finance & Staffing Committee**

RESOLVED that the minutes of the Finance & Staffing Committee held on 11 January 2018 be confirmed and adopted.

316 **2017/18 Budget Review**

Cllr Small presented a budget review to Councillors which included a powerpoint presentation. A copy of the presentation appears as Appendix A to the Minutes in the Minute Book.

RESOLVED that the budget review be noted.

317 **2018/19 Budget Approval**

Cllr Small presented the 2018/19 draft budget and Precept which included a powerpoint presentation. A copy of the presentation appears as Appendix B in the Minute Book.

Cllr Small explained that the draft budget would mean an increase in the Council Tax of 2.5% with a Band D price of £114.83.

Councillors asked a number of questions about the budget and the future projects of the Parish Council and how they would be funded. Cllr J Ballman supported the budget and reminded Councillors that the third year of the Parish Council would be the most difficult budget as there would no longer be any transitional financial support from Swindon Borough Council.

RESOLVED

- a) that the budget for 2018/19 which appears as Appendix B be approved;
- b) that the Precept be set at £1,091,252.

318 **Grants Development Manager and Future Trust Governance**

Cllr J Ballman informed Councillors of the progress of the Trust being set up for the running of the 4 community libraries within the parish. There was a need to use the services of a person with experience to investigate suitable grants, not just for the libraries but other activities that the Parish Council would be undertaking in the future.

The Parish Manager said that it would be possible to draw up a Job Description and the person could be employed on the same basis as Mr Szczepanek, who has flexible hours according to the work load. Cllr Montaut expressed some concerns about the cost and suggested that the member of staff could be given a one-year contract and then reviewed. Other Councillors made suggestions to extend the Contract and only employ part-time. Cllr Small wanted to know how the Parish Council would cover the cost of this employment.

RESOLVED

- a) that the principle to employ a member of staff to make grant applications be approved;
- b) that the employment terms be drawn up by the Finance & Staffing Committee including identifying a virement to fund the post;
- c) that the Vice-Chair and the Parish Manager be delegated authority to produce a Job Description.

(Cllr Small left the meeting at the end of this item)

319 **Vision for the Parish**

The Chair stated that the Parish Council needed to prepare a plan for the future to include the different projects that they wanted to deliver. He suggested that a Working Party be set up to draw up a draft plan and that local groups and organisation could be given an opportunity to make comment.

RESOLVED

- a) that an Action Plan Working Party be set up comprising of Cllrs J Ballman, Henderson, Lucas, Moffatt, Thompson and Yeowell;
- b) that a draft Action Plan be brought back to a future Full Council Meeting for approval.

320 Admission of Public and Press

RESOLVED that in accordance with Standing Order 3d) that in view of the confidential nature of the business about to be transacted that the press and public be temporarily excluded and they be instructed to withdraw; the reason being staffing employment. The Parish Manager and Deputy Clerk also left the meeting.

321 Confirm the Appointment of the Parish Manager/ RFO

The Clerk had circulated a report which set out the process followed to appoint a Parish Manager/RFO.

The Chair stated that Cllrs Baker, P Exell, S Exell and Small had all informed the Chair of their decision regarding the appointment and supported the recommendation of the Finance & Staffing Committee.

RESOLVED that the current Parish Manager is appointed as the Parish Manager/ RFO to the Parish Council.

The meeting closed at 9.10 pm

Signed.....

Date.....

Chair of the Council