

SOUTH SWINDON PARISH COUNCIL
(Central Swindon South Parish Council)

9 May 2019

Notice of a meeting of the
SOUTH SWINDON ANNUAL PARISH COUNCIL
to be held on **TUESDAY 14 MAY 2019** at **6.30pm**
at **BROADGREEN COMMUNITY CENTRE**

R.E. Core

Rob Core
Parish Clerk

AGENDA

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

1. **Election of Chair for 2019/20**
2. **Declaration of Acceptance of Office**
3. **Election of Vice-Chair 2019/20**
4. **New Councillors**
To note the election of all Councillors on 2 May 2019 and the signing of the Declaration of Acceptance of Office.
5. **Apologies**
6. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 17 May 2017.
7. **Minutes of the previous meeting**
To confirm as a true record the minutes of the Parish Council meeting held on 16 April 2019.
8. **Finance & Staffing Committee**
To confirm and adopt the minutes of the Finance & Staffing Committee held on 23 April 2019.
9. **Planning & Environment Committee**
To confirm and adopt the minutes of the Planning & Environment Committee held on 30 April 2019.
10. **Finance & Staffing Committee**
To confirm and adopt the minutes of the Extraordinary Finance & Staffing Committee held on 01 May 2019.
11. **Terms of Reference and Delegation Scheme**
To review and adopt the Terms of Reference and Delegation Scheme for 2019/20 (copy attached).

12. **Appointment of Committee 2019/20**
To approve the Committee Structure and membership for 2019/20 (copy to follow).
13. **Election of Chair of Planning & Environment Committee 2019/20**
14. **Election of Vice-Chair of Planning & Environment Committee 2019/20**
15. **Election of Chair of Leisure & Amenities Committee 2019/20**
16. **Election of Vice-Chair of Leisure & Amenities Committee 2019/20**
17. **Appointment of Working Parties**
To approve the Working Parties and confirm membership for the 2019/20 municipal year (copy attached).
18. **Membership of Other Bodies**
To approve the membership of other bodies (copy attached).
19. **Councillor Allowances**
To consider the report of the Clerk regarding Councillor Allowances (copy attached).
20. **Appointment of Internal Auditor**
To review the work of the Internal Auditor and appoint the Internal Auditor for 2019/20 (copy attached).
21. **Forward Plan**
To review the Forward Plan (copy attached).
22. **Review of Standing Orders**
To review and adopt Standing Orders for 2019/20 (copy already circulated).
23. **Review of Financial Regulations**
To review and adopt Financial Regulations for 2019/20 (copy already circulated).
24. **Review of other Policies**
To review and adopt the following Policy Documents: Complaints Procedure, Freedom of Information, Data Protection, Equality & Diversity, GDPR, Grants, Habitual & Vexatious Complaints, Health & Safety, Internal Controls, Investment Strategy, Memorials, Press & Media, Recording & Reporting, Records Management, Training (copies already circulated).
25. **Health, Wellbeing and Attendance Policy**
To review and adopt the Health, Wellbeing and Attendance Policy, Sickness Reporting Procedure and Return to Work Form (copy already circulated).
26. **Review of Property and Assets**
To review the Asset Register (copy attached).
27. **Review of Insurance**
To review the insurance effected on 1 April 2019 (copy attached).
28. **Review of Risk Assessment**
To review the Risk Assessment and clerk to report.
29. **Broadgreen Working Party**
To consider the report of the Broadgreen Working Party (copy attached).
30. **In Bloom Working Party**
To consider the report of the In Bloom Working Party (copy to follow).

31. **Letter from Police & Crime Commissioner**
To note a letter received from the Police & Crime Commissioner relating to the 101 service.
32. **StreetSmart SLA for 2019/20**
To approve the amended SLA for 2019/20 financial year (copy attached).
33. **Internal Auditor Report Quarter 4 2019/20**
To consider the Final Internal Audit for 2019/20.
34. **Year End Accounts 2018/19 - Annual Governance Statement**
To approve the Annual Governance Statement 2018/19 as part of the 2018/19 Annual Return (copy attached).
35. **Year End Accounts 2018/19 – Accounting Statement**
To approve the Year End Accounts 2018/19 and the Accounting Statement 2018/19 as part of the 2018/19 Annual Return (copies attached).
36. **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
37. **Staff and Training programme to re-adopt the General Power of Competence**
To receive a report regarding staff training.

Members of Parish Council

Cllr Saleh Ahmed
Cllr Junab Ali
Cllr Steve Allsopp
Cllr Vincent Ayris
Cllr John Firmin
Cllr Mary Gladman
Cllr David Griffiths
Cllr Mohammed Hamid
Cllr Ellen Heavens
Cllr Patrick Herring
Cllr Neil Hopkins
Cllr William Horley
Cllr Janine Howarth
Cllr Samuel James
Cllr Linda Kasmaty
Cllr Jamal Miah
Cllr Javed Miah
Cllr Jane Milner-Barry
Cllr Stan Pajak
Cllr Trish Philpot
Cllr Marina Strinkovsky
Cllr Chris Watts
Cllr Nadine Watts

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.