

SOUTH SWINDON PARISH COUNCIL
(CENTRAL SWINDON SOUTH PARISH COUNCIL)

FINANCE & STAFFING COMMITTEE

Minutes of the meeting held on 17 December 2019 at 7.15pm
in the Council Chamber, Parish Council Offices Gladstone Street

- Present**
- | | |
|--------------------|----------------------|
| Cllr C Watts | Chair |
| Cllr J Howarth | Vice-Chair |
| Cllr J Ali | |
| Cllr S Allsopp | |
| Cllr J Firmin | |
| Cllr D Griffiths | |
| Cllr N Hopkins | |
| Cllr W Horley | |
| Cllr S Pajak | |
| Cllr N Watts | |
| Cllr S James | Not Committee Member |
| Cllr M J Miah | Not Committee Member |
| Cllr J Miah | Not Committee Member |
| Cllr M Strinkovsky | Not Committee Member |
| Cllr E Heavens | Not Committee Member |
| Cllr T Philpot | Not Committee Member |
| Cllr L Kasmaty | Not Committee Member |
- Officers**
- | | |
|----------|--------------|
| Rob Core | Clerk |
| Jake Mee | Deputy Clerk |
- Public** Five
- Public Session**
- A member asked if the Parish knew how much the Swindon Borough Council Tax rates or Parish Precept rates would be increased next year.
- The Chair said that the borough council precept is capped at 2% plus they can put an extra 2.99% on for children and adult services and are capped at 5%. Cllr S Pajak confirmed that they are capped at 5% this year. The Chair said that the parish are not adding any additional services and the parish precept should not be affected.
- 988** **Apologies**
Cllr J Milner-Barry
- 989** **Declarations of Interest and Applications for Dispensation**
None
- 990** **Town Gardens Opening/Closing Times**
The Projects Officer submitted a verbal report on signage for the opening and closing times of the Town Gardens.
- The projects officer gave details of the design and manufacture of new signage for the opening and closing times at the Town Gardens park and presented three quotes.
- 1) £2,344.00
 - 2) £2,800.00
 - 3) £1,424.00

RESOLVED that quote 1 for £2,344.00 be approved.

991 Payment Schedule – December 2019

The Deputy Clerk submitted the Payment Schedule for December 2019, a copy of which appears as Appendix A in the Minute Book.

RESOLVED that the Payment Schedule for December 2019 totalling £39,003.82 be approved.

992 Accounts – November 2019

The Deputy Clerk submitted the Income and Expenditure, Balance Sheet and Bank Reconciliation for the period to November 2019, a copy of which appears as Appendix B in the Minute Book.

The Committee discussed the costings of tree maintenance in the Town Gardens. The Deputy Clerk said that essential maintenance had been required and that Swindon Borough Council quoted the best price to provide the maintenance required, and it is more cost effective to recruit agency staff when needed as the type of work is seasonal. The Clerk said that there is a lot of tree work required in the parks and a survey is currently being conducted at GWR Park as the Parish Council are required to have appropriate insurance cover.

RESOLVED that the November 2019 Accounts be approved.

993 Assets Working Party

The Chair of the Assets Working Party gave a verbal report.

The Chair said that there was nothing to report but a meeting had been arranged for later in the current week to discuss the assets now held by the Parish and to prioritise what is needed to be done whilst working within a set budget for this year and beyond.

NOTED

994 Broadgreen Working Party

Cllr J Firmin of the Broadgreen Working Party said that there had been no recent meetings, and none had been scheduled.

995 Grants Working Party

The Chair of the Grants Working Party said that there had been no recent meetings, and none had been scheduled.

996 Services Working Party

The Chair of the Services Working Party said that there had been no recent meetings, and none had been scheduled.

997 Youth Working Party

The Chair of the Youth Working Party gave a verbal update.

The Working Party had met and found that nearly all of the school questionnaires had been returned and a member of staff is currently collating the responses and stats will be available in the new year. The working party is in the process of organising a one possibly two day event in 2020 centred on drug county lines which will only be run in Swindon South Parish. The next meeting will be set in the new year.

NOTED

998 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.

Non Committee Members (except Cllr M Strinkovsky) left the meeting.

999 Recruitment/Staffing Working Party - Security Services Provision

The Chair of the Recruitment/Staffing Working Party provided a written report a copy of which appears in the Confidential Minute Book.

The report provided the following recommendations which were fully discussed by the committee.

1. That the Projects and Grants Officer role be approved
2. That the Parish Maintenance Officer role be approved

RESOLVED that the recommendations be approved.

The meeting closed at: 7.50pm

Signed.....

Date.....

Chair of the Council