



WEST SWINDON PARISH COUNCIL

Dear Councillors

13 November 2024

You are formally summoned to attend a meeting of the
FULL COUNCIL
to be held on **MONDAY 18 NOVEMBER 2024** at **6.30 pm**
at: **Unit 25 Westmead Ind Estate, Westlea, SN5 7YT**
Online via Teams – see details below

AGENDA

Public Questions, Comments or Representations (20 mins)

If you are unable to attend the meeting in person or online, you can ask for a question to be raised on your behalf

1. Apologies & Declarations of Interest/Applications for Dispensation

To receive any Apologies and Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 20 May 2024.

2. Minutes of the last Meeting

To receive Minutes from the last meeting, the Parish Council meeting held on Monday 21 October 2024 for approval and adoption.

3. Minutes of the Finance & Staffing Committee

To receive Recommendation (Minute 120) that the following 35 payments are approved retrospectively totalling **£94,562.02** for September 2024

To receive Recommendation (Minute 122) that the Clerk is authorised to purchase two electric tippers at a combined cost of £53,110.

To receive Minutes from the last Finance & Staffing Committee meeting, held on Monday 21 October 2024 for approval and adoption.

4. Minutes of the Planning, Leisure and Environment Committee

To receive a Minutes from the Planning, Leisure & Environment Committee held on Monday 11 November 2024 for approval and adoption.

5. **Services Report**

For information: to receive an update on Parish Council services for November 2024 (copy attached).

6. **Swindon Independent Parish Remuneration Panel**

For consideration: to receive a report from the Swindon Independent Remuneration Panel for Councillor Allowances 2025-26 (reports attached)

7. **Committee Membership**

For information: to receive a report to note and confirm Committee membership for the current municipal year

Date of next meeting: **Monday 16th December 6.30 pm**, West Swindon Parish Office

Council Members:

- Cllr Junab Ali
- Cllr Peter Bates
- Cllr Mustafa Dayan
- Cllr Mustafa Ertas
- Cllr Suresh Gattapur
- Cllr Leon Grother
- Cllr Rose Llewellyn (Chair)
- Cllr Tim Makofu
- Cllr Graham Philpot
- Cllr Trish Philpot
- Cllr Nandini Singh
- Cllr Andrew Swinyard
- Cllr Caryl Sydney Smith
- Cllr Keith Williams
- Cllr Sean Wilson

Access Instructions:

The Parish Committee meetings are open to the public at the address above. Please use what.3.words to locate us – follow.good.soak as the postcode is generic with other addresses.

Each meeting includes public question time at the start of the meeting. For most meetings, there is the option to attend or observe a meeting virtually. Please let us know if you would like to use this option so that we can check and advise you accordingly. If you are unable to attend the meeting in person or online, you can ask for a question to be raised on your behalf. Please contact the clerk before midday on the meeting date: clerk@westswindon-pc.gov.uk

For online access, you need to open the link below to access a Microsoft Teams invitation: You may need to download Teams – there is a link below to do this.

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 354 174 012 035

Passcode: i8zW34

West Swindon Parish Office: office@westswindon-pc.gov.uk Tel: 01793 299399