



WEST SWINDON PARISH COUNCIL

Dear Councillors

14 February 2025

You are formally summoned to attend a meeting of the
FULL COUNCIL
to be held on **MONDAY 24th FEBRUARY 2025** 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 27 January 2025 for approval and adoption.

3. Minutes of the Finance & Staffing Committee

To receive Recommendation (Minute 177) that the Council approves retrospectively **37 payments totalling £115,612.23 for December 2024**

To receive Minutes from the last Finance & Staffing Committee meeting, held on Monday 27 January 2025 for approval and adoption.

4. Minutes of the Planning, Leisure & Environment Committee

To receive Minutes from the last Planning, Leisure & Environment Committee meeting, held on Monday 10 February 2025 for approval and adoption

5. Services Report

For information: to receive an update on Parish Council services for February 2025 (copy attached).

6. 2025-26 Meeting Arrangements

For consideration: to receive a report setting out options for meeting dates and arrangements for 2025-26 (copy attached).

7. **2025-26 Insurance Renewal**

For information: to receive a summary of the Council's renewal document for insurance for 2025-26 (copy attached).

8. **Boundary Changes**

For information: to receive a report setting out options for meeting dates and arrangements for 2025-26 (copy attached).

9. **VE Day Commemoration 8th May 2025**

For discussion: To initiate a discussion on ideas and plans to commemorate VE Day

Date of next meeting: **Monday 17th March 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: 359 995 976 734

Passcode: ak7Lof

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