



WEST SWINDON PARISH COUNCIL

Dear Councillors

12 March 2025

You are formally summoned to attend a meeting of the
FULL COUNCIL
 to be held on **MONDAY 17th MARCH 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 24 February 2025 for approval and adoption.

3. Minutes of the Finance & Staffing Committee

To receive Recommendation (Minute 197) that the Council approves retrospectively 44 payments totalling £59,027.73 for January 2025

To receive Recommendation (Minute 200) that Council is approves two sweeps of main and residential roads with the option for a third sweep later in the year.

To receive Recommendation (Minute 203) that all staff receive a 3% salary increase from April 2025 onwards, with any additional increase arising from the annual pay award to be paid thereafter

To receive Minutes from the last Finance & Staffing Committee meeting, held on Monday 24 February 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 March 2025 for approval and adoption

5. **Services Report**

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

6. **Social Media Report**

For information: to receive an update on Parish Council's social media and website analytics (copy attached).

7. **Swindon Local Councils Forum**

For consideration: to confirm membership of the Swindon Local Council's Forum.

8. **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: Review of quotes

9. **Vehicle Purchasing Report**

To consider purchase of leased vehicles (copy attached)

Date of next meeting: **Monday 28th April 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: 360 115 522 891

Passcode: aHj8qA

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