

Dear Councillor

You are formally summoned to attend a meeting of
FULL COUNCIL
Monday 17th June 2024 at 6.45 pm
Unit 25 Westmead Industrial Estate, SN5 7YT



Parish Manager

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. Welcome & 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 Annual Parish Council meeting held on 20 May 2024 for approval and adoption

3. Minutes of the Planning, Leisure and Environment Committee

To receive Recommendation (Min. Ref.28) that subject to the minor amendments being included, the draft Social Media Policy be submitted to Full Council for approval and adoption

To receive Recommendation (Min. Ref.30) that a new Working Group is created to focus on environmental issues, with membership to be confirmed.

To receive Minutes from the Planning, Leisure & Environment Committee held on Monday 10 June 2024 for approval and adoption.

4. Recommendations from Finance & Staffing Committee

For approval: To receive recommendations from the Finance & Staffing Committee

5. Services Report

For information: To review monthly report from the Parish Team (copy attached)

6. Confirmation of Committee Membership

For approval: To note additional members to Committee membership

7. Internal Auditors Report

For information: To review the report from the Internal Auditor for the financial year 2023-24 (copy attached)

8. Year End Accounts 2023-24 – Annual Governance Statement

To approve the Annual Governance Statement as part of the 2023-24 Annual Return (copy attached)

9. Year End Accounts 2023-24 – Accounting Statement

To approve the Year End Accounts 2023-24 and the Accounting Statement as part of the 2023-24 Annual Return (copy attached)

Date of next meeting: Monday 29 July, 6.45pm, West Swindon Parish Office

Members of the Council:

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

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.

Access Instructions:

The Parish Committee meetings are open to the public at the address above. Each meeting includes public question time at the start of the meeting.

There is the option to attend or observe a meeting virtually. 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

[Join the meeting now](#)

Meeting ID: 371 341 718 435

Passcode: jGu4xG