



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

ANNUAL GENERAL MEETING MINUTES

Wednesday 29th May 2024 19.00

Present:

Councillors:

Cllr Kevin Small (Chair)
Cllr Ian Edwards (Vice Chair)
Cllr John Ballman
Cllr Ana Fernandes
Cllr Mick Lucas
Cllr Paul Parks
Cllr Raj Patel
Cllr Dave Patey
Cllr Javes Rodrigues
Cllr Will Stone
Cllr James Yeowell

Clerk:

Mr Andy Reeves
Mr Aaron Cripps (virtually)

Member of the Public Present: None

Apologies

None

		Action
AGM023	Election of Chair for 2024/25 Self-Nominations for the role of Chair were received from Cllr K Small.	

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	RESOLVED that Cllr K Small be elected Chair for the 2024/25 municipal year.	
AGM024	Election of Vice Chair for 2024/25 Self-Nominations for the role of Vice Chair were received from Cllr M Lucas and Cllr I Edwards. A secret ballot was held. RESOLVED that Cllr I Edwards be elected Vice Chair for the 2024/25 municipal year.	
AGM025	Declarations of Acceptance of Office The Chair asked that all councillors stayed behind at the end to sign the Declarations of Acceptance of Office.	
AGM026	Declarations of interest Cllr J Ballman declared an interest in HBUF, L< and RSPB	
AGM027	Public Question Time & Correspondence None.	
AGM028	Minutes of the Previous Meeting The Chair presented the minutes of the Annual General Meeting held on the 24 th May 2023 to be approved as a true and accurate record. RESOLVED to APPROVE the minutes of the Annual General Meeting held on the 24 th May 2023 as a true and accurate record.	
AGM029	Terms of Reference and Delegation Scheme The councillors CONSIDERED the draft Terms of Reference and Delegation Scheme for 2024/25. RESOLVED to ACCEPT the Terms of Reference and Delegation Scheme for 2024/25.	
AGM030	Election of Chair and Vice Chair for Finance & General Purpose Committee 2024/25 Self-Nomination for Chair was received from Cllr D Patey. RESOLVED that Cllr D Patey be elected Chair of the Finance & General Purpose Committee for the 2024/25 municipal year. Self-Nomination for Vice Chair was received from Cllr M Lucas.	

	RESOLVED that Cllr M Lucas be elected Vice Chair of the Finance & General Purpose Committee for the 2024/25 municipal year.	
AGM031	Election of Chair and Vice Chair for Environment & Planning Committee 2024/25 Self-Nomination for Chair was received from Cllr P Park. RESOLVED that Cllr P Park be elected Chair of the Environment & Planning Committee for the 2024/25 municipal year. Self-Nomination for Vice Chair was received from Cllr J Yeowell. RESOLVED that Cllr J Yeowell be elected Vice Chair of the Environment & Planning Committee for the 2024/25 municipal year.	
AGM032	Election of Chair and Vice Chair for Community Development Committee 2024/25 Self-Nomination for Chair was received from Cllr J Yeowell. RESOLVED that Cllr J Yeowell be elected Chair of the Community Development Committee for the 2024/25 municipal year. Self-Nomination for Vice Chair was received from Cllr A Fernandes. RESOLVED that Cllr A Fernandes be elected Vice Chair of the Community Development Committee for the 2024/25 municipal year.	
AGM033	Election of Chair and Vice Chair for Leisure & Recreation Committee 2024/25 Self-Nomination for Chair was received from Cllr J Ballman. RESOLVED that Cllr J Ballman be elected Chair of the Leisure & Recreation Committee for the 2024/25 municipal year. Self-Nomination for Vice Chair was received from Cllr I Edwards.	

	RESOLVED that Cllr I Edwards be elected Vice Chair of the Leisure & Recreation Committee for the 2024/25 municipal year.	
AGM034	Election of Chair and Vice Chair for Moredon Sporting Hub Committee 2024/25 Self-Nomination for Chair was received from Cllr K Small. RESOLVED that Cllr K Small be elected Chair of the Moredon Sporting Hub Committee for the 2024/25 municipal year. Self-Nominations for Vice Chair were received from Cllr M Lucas and Cllr J Ballman. A secret ballot was held. RESOLVED that Cllr M Lucas be elected Vice Chair of the Moredon Sporting Hub Committee for the 2024/25 municipal year.	
AGM035	Appointment of Leading Members of Central Swindon North Library & Leisure Trust 2024/25 Cllr I Edwards was CONFIRMED as Lead Member for Moredon Area. Cllr K Small was CONFIRMED as Lead Member for Even Swindon Area. Cllr J Ballman was CONFIRMED as Lead Member for Pinehurst Area. Cllr P Park was CONFIRMED as Lead Member for Penhill Area. Cllr Raj Patel was CONFIRMED as Lead Member for the Parish Area.	
AGM036	Appointment of Leading Members for Working Parties Cllr M Lucas was CONFIRMED as Lead of the Allotments Working Party. Cllr M Lucas was CONFIRMED as Lead of the Play Area Working Party. Cllr D Patey was CONFIRMED as Lead of the Neighbourhood Plan Working Party.	

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	Cllr D Patey was CONFIRMED as Lead of the CIL/S106 Working Party.	
AGM037	Approve Membership of Other Bodies APPROVED membership of Wiltshire Association of Local Councils with Cllr K Small as our representative. APPROVED membership of Swindon Local Council Network with Cllr I Edwards as our representative.	
AGM038	Appointment of Representatives on Other Bodies APPROVED membership of The Councillors Network with Cllr K Small as our representative. APPROVED membership of SBC Devolution Group with Cllr M Lucas as our representative.	
AGM039	Calendar of Meetings To CONSIDER and APPROVE the draft calendar of meetings for 2024/25. Cllr K Small asked councillors to consider changing Full Council meetings from monthly to bimonthly. Cllr J Ballman asked for it to be reviewed in twelve months time. Cllr K Small agreed to this. Cllr D Patey mentioned the PWLB and the high cost of some of the work that will need ratifying. Cllr K Small explained that an extra Full Council meeting could be called if needed at any point. Cllr M Lucas asked about moving the Finance & General Purpose Committee meeting to later in the month. Cllr K Small explained that the dates had been checked with SBC council meeting dates to avoid clashes, and it would not be possible at this time. RESOLVED to APPROVE the calendar of meetings for 2024/25.	
AGM040	General Power of Competence To resolve that the Parish Council qualifies to use the General Power of Competence in 2024/25.	

	RESOLVED that the Parish Council qualifies to use the General Power of Competence in 2024/25.	
AGM041	Review of Standing Orders To review and adopt the Standing Orders for 2024/25. RESOLVED to ADOPT the Standing Orders for 2024/25.	
AGM042	Review of Financial Regulations To review and adopt the Financial Regulations for 2024/25. RESOLVED to ADOPT the Financial Regulations for 2024/25.	
AGM043	Review Policies To review and agree to adopt for the 2024/25 municipal year the Complaints Procedure, Freedom of Information Procedure and the Press and Media Policy. RESOLVED to adopt the Complaints Procedure, Freedom of Information Procedure and Press and Media Policy for 2024/25. The Chair PROPOSED that councillors continue with the cyclical review of policies and procedures at the Finance & General Purpose Committee, and all adjusted policies and procedures continue to be brought to Full Council for approval. RESOLVED that the Finance & General Purpose Committee will review policies and procedures during the 2024/25 municipal year and when appropriate they will be brought to Full Council for changes to be adopted.	
AGM044	Review of Asset Register To note the review of the Asset Register for 2024/25. Councillors NOTED the review of the Asset Register for 2024/25.	
AGM045	Review of Risk Register To review and approve the risk register for 2024/25. RESOLVED to APPROVE the risk register for 2024/25.	
	Meeting Closed 19:30	

Signed.....*Ken Pink*.....

Date.....*23/7/25*.....

KPS