



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

ANNUAL GENERAL MEETING MINUTES

Wednesday 20th May 2026 19.15

Present:

Councillors:

Cllr Kevin Small (Chair)
 Cllr Paul Exell (Vice Chair)
 Cllr Sandra Absalom
 Cllr John Ballman
 Cllr Rouchell Cardoso
 Cllr Ian Edwards
 Cllr Ana Fernandes
 Cllr Tony Fernandes
 Cllr Roderick Hebden
 Cllr Muhammad Khan
 Cllr Dave Patey - virtually
 Cllr Caitlin Pinks
 Cllr Javes Rodrigues
 Cllr Josh Woods

Clerk:

Mr Andy Reeves (Parish Clerk)

Officers:

Mr Andrew Briggs (Ops Manager)
 Mr Aaron Cripps (Marketing, Literacy and Digital Services Manager)
 Ms Emma Till (Finance Manager)
 Miss Rachel Westcott (Finance Administrator)

Member of the Public Present: Mr James Yeowell
 Mr James Tansey

Apologies

Cllr Vanessa Bentley
 Cllr Joy Grotzinger

		Action
AGM-2026.1	Election of Chair for 2026/27 Self-Nominations for the role of Chair were received from Cllr K Small. RESOLVED to APPROVE Cllr K Small be elected Chair for the 2026/27 municipal year.	
AGM-2026.2	Election of Vice Chair for 2026/27 Self-Nominations for the role of Vice Chair were received from Cllr P Exell. RESOLVED to APPROVE Cllr P Exell be elected Vice Chair for the 2026/27 municipal year.	
AGM-2026.3	Declarations of Acceptance of Office Councillors present signed the Declarations of Acceptance of Office, absent Councillors will be asked to sign at a later date. RESOLVED to NOTED.	
AGM-2026.4	Declarations of interest Cllr J Ballman declared an interest in HBUF, L&LT and RSPB. RESOLVED to NOTE the declarations of interest.	
AGM-2026.5	Public Question Time & Correspondence Mr J Yeowell congratulated the Councillors and explained he had been a Parish Councillor for the last nine years. He queried about protocol in relation to terminology used within the Council. He noted the importance of supporting Councillors in understanding the acronyms used to help them better complete their role. Cllr K Small agreed and explained that these will be discussed as they come up in meetings and an onboarding induction has been provided by the Clerk for all Councillors. RESOLVED to NOTE.	
AGM-2026.6	Minutes of the Previous Meeting The Chair presented the minutes of the Annual General Meeting held on the 28th May 2025 to be approved as a true and accurate record.	

	RESOLVED to APPROVE the minutes of the Annual General Meeting held on the 28th May 2025 as a true and accurate record.	
AGM-2026.7	Terms of Reference and Delegation Scheme The councillors CONSIDERED the draft Terms of Reference and Delegation Scheme for 2026/27. RESOLVED to ACCEPT the Terms of Reference and Delegation Scheme for 2026/27.	
AGM-2026.8	Election of Chair and Vice Chair for Finance & General Purposes Committee 2026/27 Self-Nomination for Chair was received from Cllr D Patey. RESOLVED to APPROVE Cllr D Patey be elected Chair of the Finance & General Purposes Committee for the 2026/27 municipal year. Self-Nomination for Vice Chair was received from Cllr M Khan and Cllr J Rodrigues. A secret ballot was held. RESOLVED to APPROVE Cllr M Khan be elected Vice Chair of the Finance & General Purposes Committee for the 2026/27 municipal year.	
AGM-2026.9	Election of Chair and Vice Chair for Leisure & Recreation Committee 2026/27 Self-Nomination for Chair was received from Cllr J Ballman. RESOLVED to APPROVE Cllr J Ballman be elected Chair of the Leisure & Recreation Committee for the 2026/27 municipal year. Self-Nomination for Vice Chair was received from Cllr R Hebden. RESOLVED to APPROVE Cllr R Hebden be elected Vice Chair of the Environment & Planning Committee for the 2026/27 municipal year.	
AGM-2026.10	Election of Chair and Vice Chair for Community Development Committee 2026/27 Self-Nomination for Chair was received from Cllr V Bentley.	

	RESOLVED to APPROVE Cllr V Bentley be elected Chair of the Community Development Committee for the 2026/27 municipal year. Self-Nomination for Vice Chair was received from Cllr J Grotzinger. RESOLVED to APPROVE Cllr J Grotzinger be elected Vice Chair of the Community Development Committee for the 2026/27 municipal year.	
AGM-2026.11	Election of Chair and Vice Chair for Environment & Planning Committee 2026/27 Self-Nomination for Chair was received from Cllr P Exell. RESOLVED to APPROVE Cllr P Exell be elected Chair of the Leisure & Recreation Committee for the 2026/27 municipal year. Self-Nomination for Vice Chair was received from Cllr J Rodrigues. RESOLVED to APPROVE Cllr J Rodrigues be elected Vice Chair of the Environment & Planning Committee for the 2026/27 municipal year.	
AGM-2026.12	Election of Chair and Vice Chair for Moredon Sporting Hub Committee 2026/27 Self-Nomination for Chair was received from Cllr K Small. RESOLVED to APPROVE Cllr K Small be elected Chair of the Moredon Sporting Hub Committee for the 2026/27 municipal year. Self-Nominations for Vice Chair were received from Cllr D Patey. RESOLVED to APPROVE Cllr D Patey be elected Vice Chair of the Moredon Sporting Hub Committee for the 2026/27 municipal year.	
AGM-2026.13	Appointment of Leading Members of Central Swindon North Library & Leisure Trust 2026/27 Cllr J Ballman was CONFIRMED as Lead Member for Pinehurst. Cllr M Khan was CONFIRMED as Lead Member for Even Swindon Area.	

	Cllr R Hebden was CONFIRMED as Lead Member for Rodbourne Cheney Area. Cllr J Woods was CONFIRMED as Lead Member for Even Swindon Area. Cllr D Patey was CONFIRMED as Lead Member for the Gorse Hill Area.	
AGM-2026.14	Appointment of Leading Members for Working Parties Cllr V Bentley was CONFIRMED as Lead of the Events Working Group. Cllr J Ballman was CONFIRMED as Lead of the Allotments Working Group. Cllr P Exell was CONFIRMED as Lead of the Play Area Working Party. Cllr P Exell was CONFIRMED as Lead of the Neighbourhood Plan Working Party.	
AGM-2026.15	Approve Membership of Other Bodies To APPROVE membership of National Co-operative Councils England, Wiltshire Association of Local Councils, National Association of Local Councils, Penhill Millions Board, Library & Leisure Trust and Sport England Strategic Partnership Network. RESOLVED to APPROVE membership of National Co-operative Councils England, Wiltshire Association of Local Councils, National Association of Local Councils, Penhill Millions Board, Library & Leisure Trust and Sport England Strategic Partnership Network.	
AGM-2026.16	Appointment of Representatives on Other Bodies Cllr K Small CONFIRMED as representative of the National Co-operative Councils England. Cllr K Small CONFIRMED as representative of the Wiltshire Association of Local Councils. Cllr K Small CONFIRMED as representative of the representative of the National Association of Local Councils. Cllr S Absalom CONFIRMED as representative of the Penhill Millions Board.	

	Cllr V Bentley CONFIRMED as representative of the Sport England Strategic Partnership network.	
AGM-2026.17	Calendar of Meetings To CONSIDER and APPROVE the draft calendar of meetings for 2026/27. RESOLVED to APPROVE the calendar of meetings for 2026/27.	
AGM-2026.18	General Power of Competence Mr A Reeves presented an update from a written report. See attachment AGM-2026.18. Recommendations; 1. NOTE the contents of this report. 2. Confirms that the Council satisfies the eligibility criteria prescribed by the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. 3. Resolves to ADOPT the General Power of Competence pursuant to Section 1 of the Localism Act 2011. RESOLVED to APPROVE recommendations.	
AGM-2026.19	Review of Standing Orders To review and adopt the Standing Orders for 2026/27. RESOLVED to ADOPT the Standing Orders for 2026/27.	
AGM-2026.20	Review of Financial Regulations To review and adopt the Financial Regulations for 2026/27. RESOLVED to ADOPT the Financial Regulations for 2026/27.	
AGM-2026.21	Review Policies To review and agree to adopt for the 2026/27 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 2026/27.	

AGM-2026.22	Review of Asset Register To note the review of the Asset Register for 2026/27. RESOLVED Councillors NOTED the review of the Asset Register for 2026/27.	
AGM-2026.23	Review of Risk Register To review and approve the risk register for 2026/27. RESOLVED to APPROVE the risk register for 2026/27.	
	Meeting Closed 19:41	

Signed.....

Date.....