



## Parish Council

**Central Swindon North Parish Council**

**Princess Elizabeth Pavilion**

**Moredon Sporting Hub**

**Cheney Manor**

**SWINDON SN2 1QR**

### **EXTRAORDINARY FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES**

**Wednesday 5<sup>th</sup> August 2026 19.30**

**Present:**

**Councillors:**

Cllr Dave Patey (Chair)  
Cllr John Ballman  
Cllr Paul Exell  
Cllr Kevin Small  
Cllr Josh Woods

**Clerk:**

Mr Andy Reeves (Parish Clerk)

**Officers:**

Mr Andrew Briggs (Ops Manager)  
Miss Rachel Westcott (Committee & Finance  
Administrator)

**Member of the Public Present:** none

**Apologies**

Cllr Muhammad Khan  
Cllr Javes Rodrigues

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| FGP-2026.65 | <p><b>Declarations of Interest</b><br/>Cllr John Ballman declared an interest in The Library &amp; Leisure Trust, HBUF and RSPB.</p> <p><b>RESOLVED</b> to <b>NOTE</b> the Declarations of Interest.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |        |
| FGP-2026.66 | <p><b>Public Questions &amp; Public Correspondence</b><br/>None</p> <p><b>RESOLVED</b> to <b>NOTE</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |        |
| FGP-2026.67 | <p><b>Ward Allowance</b><br/>Cllr Ana Fernandes requests £1,500.00 from her Ward Allowance towards the St Marks Summer Fete.</p> <p><b>RESOLVED</b> to <b>APPROVE</b> Cllr Ana Fernandes request for £1,500.00 from her Ward Allowance towards the St Marks Summer Fete.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |        |
| FGP-2026.68 | <p><b>Grounds &amp; Street Cleansing Consultancy Support Review</b><br/>Mr A Briggs presented a verbal update from a written report.</p> <p>See attachment FGP-2026.68.</p> <p>Cllr D Patey noted the importance of employing a consultant on what is a large one-off tender that will last support the Parish for several years. He supported Tender B as a recommendation.</p> <p>Cllr K Small agreed and recommended the creation of a Consultancy EMR similar to the Election EMR which is added to each year to cover situations like this so as not to impact the General Reserve in future years.</p> <p>Councillors discussed the recommendations.</p> <p>Recommendations. The Committee is recommended to:</p> <ul style="list-style-type: none"> <li>• <b>APPROVE</b> the appointment of Bidder B to provide procurement advisory and project support;</li> <li>• <b>APPROVE</b> a budget of up to £20,000 ex VAT, including the fixed fee of £18,550 and a limited allowance for approved travel or essential additional work;</li> </ul> |        |

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|             | <ul style="list-style-type: none"> <li>• <b>AUTHORISE</b> Officers to agree the final scope, programme and terms within the approved budget;</li> <li>• <b>NOTE</b> that Officers will continue to prepare the core procurement documents and the inhouse business case;</li> <li>• <b>NOTE</b> that the Council's external legal advisers will provide TUPE and legal advice; and</li> <li>• <b>AGREE</b> that the cost is met from an available year-end underspend or, if required, general reserves.</li> </ul> <p>Cllr D Patey proposed <b>APPROVING</b> all the recommendations and the appointment of Bidder B subject to references.</p> <p>Four voted for, one abstention.</p> <p><b>RESOLVED</b> to <b>APPROVE</b> all the recommendations and the appointment of Bidder B subject to references.</p>                                                                                                                                |  |
| FGP-2026.69 | <p><b>Solar Panels JMH</b></p> <p>Mr A Briggs presented a verbal update from a written report.</p> <p>See attachment FGP-2026.69.</p> <p>Councillors discussed the recommendations.</p> <p>Cllr J Ballman enquired about the roof at John Moulton Hall (JMH) and whether these are suitable for solar panels.</p> <p>Mr A Briggs responded that the roof at JMH is in a healthy condition and suitable for solar panels.</p> <p>Cllr K Small wondered why the Parish were only looking at JMH and no other Parish assets.</p> <p>Mr A Briggs explained that other assets can be reviewed for future meetings.</p> <p>Cllr K Small proposed increasing the number of solar panels to 30 and the possibility of including an extra battery by giving Officers an additional £5,000.00 net cost (before VAT) budget, and request looking at getting Moredon Community Centre (MCC) solar panels as well up to a pre-approved cost of £17,000.</p> |  |

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|  | <p>Recommendations. The Committee is recommended to:</p> <ol style="list-style-type: none"> <li>1. <b>NOTE</b> that independent energy assessments have identified John Moulton Hall as suitable in principle for roof-mounted solar PV.</li> <li>2. <b>APPROVE</b> in principle the Switch Together proposal for: <ul style="list-style-type: none"> <li>• 25 x 460W solar panels;</li> <li>• approximately 11.5 kWp installed generation capacity;</li> <li>• estimated annual generation of 10,303 kWh;</li> <li>• 15.6 kWh battery storage;</li> <li>• inverter, mounting system, installation and online monitoring;</li> <li>• bird proofing; and</li> <li>• a total quoted cost of £13,304 including VAT.</li> </ul> </li> <li>3. <b>APPROVE</b> funding from the £50,000 Green Energy allocation within the Council's Public Works Loan Board capital programme.</li> <li>4. <b>AUTHORISE</b> Officers to finalise the installation agreement, subject to: <ul style="list-style-type: none"> <li>• a satisfactory site and structural survey;</li> <li>• confirmation of the final panel layout and system capacity;</li> <li>• confirmation of the exact inverter and battery specification;</li> <li>• electrical load testing by the Council's Salix contractor;</li> <li>• confirmation that the incoming electrical supply is adequate;</li> <li>• any required Distribution Network Operator approval;</li> <li>• confirmation of landlord consent where required;</li> <li>• satisfactory warranties, certification, insurance and aftercare; and</li> <li>• the final scheme remaining within the approved Green Energy capital allocation.</li> </ul> </li> <li>5. <b>AUTHORISE</b> officers to explore whether more than 25 panels can be installed where the site survey demonstrates that this would be technically appropriate and provide improved whole-life value.</li> <li>6. Require coordination between the solar installer and the Council's Salix contractor so that the solar PV and battery installation is compatible with the completed heat decarbonisation works.</li> </ol> |  |
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|  | <b>RESOLVED to APPROVE</b> all recommendations with an amendment increasing the number of solar panels to 30 and the possibility of including an extra battery by giving Officers an additional £5,000.00 net cost (before VAT) budget, and request looking at getting Moredon Community Centre (MCC) solar panels also up to a pre-approved cost of £17,000. |  |
|  | <b>Meeting Closed 20:09</b>                                                                                                                                                                                                                                                                                                                                   |  |

Signed.....

Date.....