

**SOUTH SWINDON PARISH COUNCIL**  
(CENTRAL SWINDON SOUTH PARISH COUNCIL)

**Finance & Staffing**

Minutes of the meeting held on 23 March 2021 at 6.30pm  
at a VIRTUAL ZOOM MEETING

**Present** Cllr C Watts                      Chair  
Cllr J Ali  
Cllr S Allsopp  
Cllr D Griffiths  
Cllr N Hopkins  
Cllr W Horley  
Cllr J Milner-Barry  
Cllr N Watts

**Officers** Rob Core                      Chief Executive Officer (CEO)  
Jake Mee                              Chief Finance Officer (CFO)  
Matt Bradley                        Communications and Events Manager (CEM)  
Theresa Gordon                      Agenda Clerk

**Public** Two

**1321** **Apologies**

Cllr J Howarth  
Cllr J Firmin  
Cllr S Pajak

**1322** **Declarations of Interest & Applications for Dispensation**

None

**1323** **Payment Schedule – January 2021**

The CFO submitted the Payment Schedule for January 2021, a copy of which appears as Appendix A in the Minute Book.

**RESOLVED** that the Payment Schedule for January 2021, totalling £703,203.96 be approved.

**1324** **Payment Schedule Part 1 – February 2021**

The CFO submitted the Payment Schedule Part 1 for February 2021, a copy of which appears as Appendix B in the Minute Book.

**RESOLVED** that the Payment Schedule Part 1 for February 2021, totalling £30,936.59 be approved.

**1325** **Payment Schedule Part 2 – February 2021**

The CFO submitted the Payment Schedule Part 2 for February 2021, a copy of which appears as Appendix C in the Minute Book.

**RESOLVED** that the Payment Schedule Part 2 for February 2021, totalling £166,154.46 be approved.

**1326** **Accounts – January 2021**

The CFO submitted the Accounts for the period to January 2021, a copy of which appears as Appendix D in the Minute Book.

**RESOLVED** that the January 2021 Accounts be approved.

**1327**     Accounts – February 2021

The CFO submitted the Accounts for the period to February 2021, a copy of which appears as Appendix E in the Minute Book.

The CFO gave an overview of expenditure which also related to future projects for the next year and said that he would bring a report to the May 2021 Annual Council meeting.

**RESOLVED** that the February 2021 Accounts be approved.

**1328**     Parish Investments

The Chief Finance Officer gave a report regarding South Swindon Parish Investments, a copy of which appears as Appendix F in the Minute Book.

The CFO said that the report gave as much detail as possible, and monies had been invested in the CCLA. There are no appropriate investment opportunities for companies to invest at the moment, and the current Management Company are triple A rated and the security is there for continuing to hold funds.

**3.**       Recommendation

**3.1**      The instructions of the Parish Council are sought.

Cllrs discussed various options of management of council funds.

**RESOLVED** that funds be maintained by existing management company alongside regular evaluations be approved.

**1329**     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: Staffing

**1330**     Staffing

The CFO provided a written report a copy of which appears in the Confidential Minute Book.

The report provided information regarding staffing profiles, re-banding, and recommendations.

**RESOLVED** that recommendations be approved.

The meeting closed at 18:51pm

Signed.....

Date.....

Chair of the Council