

## **SOUTH SWINDON PARISH COUNCIL**

22 January 2026

Notice of a meeting of the  
**FINANCE & STAFFING COMMITTEE**  
to be held on **TUESDAY 27 JANUARY 2026** at **7.15pm**  
in the **Council Chamber, Parish Offices, Gladstone Street, Swindon SN1 2AU**



Jake Mee  
Chief Executive Officer

### **AGENDA**

Public Questions, Comments or Representations (**maximum of 10 minutes**)

1. **Apologies**
2. **Declarations of Interest & Applications for Dispensation**  
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 20 May 2025.
3. **Accounts – December 2025**  
To receive the accounts for December 2025.
4. **Payment Schedule**  
To receive the Payment Schedule for October, November and December 2025.
5. **Budget Monitoring Report – Quarter Three**  
To receive a budget monitoring report for quarter three 2025-26.
6. **Grants**  
To consider the following grants which have been scrutinised by the Grants Working Party –
  - Brunel Knights
  - Young Swindon & Wiltshire
7. **Investment Monitoring**  
To receive a report from the CEO regarding investment performance.
8. **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'. **Reasons:** Staffing
9. **Staff Survey**  
To receive a presentation from the Direction of EAP Research Consultancy on the results of the staff survey.
10. **Management of Community Development Activities**  
To receive a report from the Deputy CEO regarding the management of future Parish Council Community Development and Place Partnership activities.
11. **Events Manager- Job Description Reprofile**  
To consider a change to the Events Manager job description.
12. **Ill Health Retirement**  
To receive a report from the CEO regarding Ill Health Retirement.

**Members of Committee**

Neil Hopkins (Chair)

Junab Ali

Steve Allsopp

John Firmin

Patrick Herring

Rebecca Banwell Moore (Vice-Chair)

Sam James

Jamal Miah

Nadine Watts

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.