

SOUTH SWINDON PARISH COUNCIL

12 March 2026

Notice of a meeting of the
FULL COUNCIL
to be held on **TUESDAY 17 MARCH 2026** at **6.30pm** in the
COUNCIL CHAMBER,
PARISH COUNCIL OFFICE, GLADSTONE STREET, SN1 2AU



Jake Mee
Chief Executive Officer

AGENDA NOTICE

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 20th May 2025.
3. **Chair's Report**
To receive an update from the Chair of the Parish Council.
4. **Minutes – Executive Sub-Committee**
To adopt and confirm as a true record the minutes of the Executive Sub-Committee Meeting held on Tuesday 17 February 2026.
5. **Minutes – Full Council**
To confirm as a true record the minutes of the Full Council Meeting held on Tuesday 17 February 2026.
6. **Minutes – Planning**
To adopt and confirm as a true record the minutes of the Planning Meeting held on 24 February 2026.
7. **Minutes – Leisure, Environment & Amenities**
To adopt and confirm as a true record the minutes of the Leisure, Environment & Amenities Meeting held on 3 March 2026.
8. **Bleed Kits**
To receive a report from the Governance & Support Lead regarding installation of Bleed Kits in the Parish.
9. **Interim Internal Audit 2025-26**
To receive the Interim Internal Audit for 2025-26.
10. **The Bowl Update**
To receive a report from the Project Manager of The Bowl Refurbishment.
11. **The Hot House Update**
To receive a presentation from the Governance & Support Lead regarding the Queens Park Hot House Project.

12. **HR Provision**
To receive a report from the Staffing Working Party detailing options for future HR provision.
13. **Feed Ducks Initiative**
To receive a report from the CEO regarding the Feed Ducks Initiative.
14. **Emergency Decision**
To receive a report regarding an emergency decision on the recruitment of a Community Engagement Officer.
15. **Projects Update Tracker**
To receive the updated project tracker.
16. **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: Commercial Sensitivity & Staffing**
17. **Grounds Maintenance & Street Cleaning**
To receive a report from the CEO and select a digital services system.
18. **Town Gardens Café Lease**
To receive a report from the CEO regarding an extension to the lease for Town Gardens Café.
19. **Youth Worker Recruitment**
To consider a recommendation from the Youth Working Party regarding the temporary recruitment of a part-time Youth Worker.
20. **Staff Survey**
To receive a report from the Staffing Working Party regarding further work on the Staff Survey.

Cllr Neil Hopkins (Chair)
 Cllr Junab Ali
 Cllr Steve Allsopp
 Cllr Meural Cardoso
 Cllr Mike Davies
 Cllr Domingos Dias
 Cllr John Firmin
 Cllr Dave Griffiths
 Cllr Abdul Hamid
 Cllr Patrick Herring
 Cllr Janine Howarth
 Cllr Sam James

Cllr Rebecca Banwell-Moore (Vice-Chair)
 Cllr Sam James
 Cllr Linda Kasmaty
 Cllr Marianne Le Coyte-Grinney
 Cllr Jamal Miah
 Cllr Joseph Pereira
 Cllr Graham Philpot
 Cllr Trish Philpot
 Cllr Tom Silberberg
 Cllr Danial Vales
 Cllr 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.