

## **SOUTH SWINDON PARISH COUNCIL**

29 April 2026

Notice of a meeting of the  
**EXECUTIVE SUB-COMMITTEE**  
to be held on **TUESDAY 05 MAY 2026** at **6.00pm**  
in the **Council Chamber, Parish Offices, Gladstone Street, Swindon 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 20 May 2025.
3. **Minutes of Executive Sub-Committee**  
To approve the minutes of the Executive Sub-Committee Meeting held on Tuesday 17 February 2026.
4. **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**
5. **Executive Management Team Performance Reviews**  
To consider the performance appraisals of Executive Team members and determine pay scale progression.
6. **Executive Oversight**  
To receive an oversight report on Executive Team members.
7. **Sub-Committee Work Plan**  
To consider next steps on developing a sub-committee work plan.

### **Members of Committee**

Neil Hopkins (Chair)  
Rebecca Banwell-Moore (Vice-Chair)  
John Firmin  
Linda Kasmaty  
Steve Allsopp

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.