

SOUTH SWINDON PARISH COUNCIL

23 April 2026

Notice of a meeting of the
FINANCE & STAFFING COMMITTEE
to be held on **TUESDAY 28 APRIL 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 – March 2026**
To receive the accounts for March 2026
4. **Payment Schedule**
To receive the Payment Schedule for January, February and March 2026.
5. **Budget Monitoring Report – Quarter Four**
To receive a budget monitoring report for quarter four 2025-26.
6. **Grants**
To consider the following grants which have been scrutinised by the Grants Working Party –
 - Christ Church Swindon
 - Prospect Place conservation Area Trust
 - Robins Football Club
 - Swindon Sporting FC
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 an update on further work following the staff survey.
10. **Staffing**
To receive a report from the Deputy CEO regarding staffing updates.
11. **Staffing Structure**
To receive an updated internal Organisational Chart
12. **Flexible Leave Requests**
To receive a report from Staffing Working Party regarding Flexible Leave requests received.
13. **HR Provision**
To receive and consider a scope for HR provision.

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.