

South Swindon Parish Council
Executive Sub-Committee

Minutes of the meeting held on 5 May 2026 at 6.00pm
In the Parish Council Office, Gladstone Street, SN1 2AU

Present:	Cllr Neil Hopkins (Chair) Cllr John Firmin Cllr Linda Kasmaty	Cllr Rebecca Banwell-Moore (Vice-Chair)
Apologies:	None	
Absent:	Cllr Steve Allsopp	
Officers:	Jake Mee Matt Leather	CEO Deputy CEO
Public:	None	
Public Questions:	None.	

2627- 370

Apologies

The Committee received no apologies.

2627-371

Declaration of interest & Applications for dispensation

None declared.

2627-372

Minutes of Executive Sub-Committee

RESOLVED: To approve the minutes of the Executive Sub-Committee Meeting held on Tuesday 17 February 2026.

2627-373

Admission of Public and Press

RESOLVED: That 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.

2627-374

Executive Management Team Performance Reviews

RESOLVED: That the performance appraisals conducted by the elected panel members were accepted, with two linked pay increments approved and one deferred.

2627-375

Executive Oversight

RESOLVED: That the tabled reports and requests for sick leave, holiday leave and TOIL for 2025-26 and to date for 2026-27 are noted and approved.

2627-376

Sub-Committee Action Plan

RESOLVED: To defer this agenda item due to the proximity of the local elections.

Meeting Closes at 6.30pm

Signed.....

Date.....

Chair of the Executive Sub-Committee