

SOUTH SWINDON PARISH COUNCIL

03 September 2026

Notice of a meeting of the
EXECUTIVE SUB-COMMITTEE
to be held on **TUESDAY 8th September 2026 at 6.30pm**
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 19 May 2026.
3. **Minutes of Executive Sub-Committee**
To note the minutes of the Executive Sub-Committee Meeting held on Tuesday 11 August 2026 and consider any outstanding actions.
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 Oversight**
To receive an oversight report on Executive Team members.
6. **Executive Management Team Appraisal and Pay Progression**
To consider the appraisals and pay scale progression of the Executive Management Team.
7. **Sub-Committee Work Plan**
To receive an update on steps being taken to determine a Work Plan for the Executive Sub-Committee.

Members of Committee

Neil Hopkins (Chair)
Marianne Le Coyte Grinney (Vice-Chair)
John Firmin
Linda Kasmaty
Sally Hawson

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.