

WROUGHTON PARISH COUNCIL



12 August 2025

Dear Councillor

Members of the Committee
are **summoned** to attend a meeting of the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **Monday 18th August 2025 at 7.30pm**
at **the Ellendune Community Centre, Barrett Way, SN4 9LW.**

A handwritten signature in black ink, appearing to read "Emma Freemantle".

Emma Freemantle
Clerk

AGENDA

1. **Apologies**
To receive apologies. (Cllr L Campisano and Cllr B Keetch).
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 24 May 2024.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
To confirm as a true record the minutes of the Finance and General-Purpose Committee meeting held on 21st July 2025 (Copy attached).
5. **Payment Schedule**
 - 5.1 To approve the Parish Councils payment schedule for August 2025 (to follow).
6. **Bank Reconciliations & Balance Sheet**
 - 6.1 To receive the bank reconciliations for July 2025 (Copies attached)
 - 6.3 To receive the parish councils balance sheet with listed Earmarked Reserves as at 31 July 2025 (copy attached).
7. **S106 Funds**
 - 7.1 To note that the parish council is due to receive S106 funds paid by Swindon Borough Council in relation to "The upgrading of play facilities at Baranburgh Field Play space, Wroughton. £15,188.60 towards LEAP / £9,758.40 towards enhancement of sporting facilities in Wroughton (Copy attached)
 - 7.2 To note correspondence received from Swindon Borough Council in relation to the Wichelstowe LLP S106 agreement and reference to funds soon available for the Regeneration and Social Facility contributions, part one of four, which is specifically to be spent in Wroughton.
(Copy attached)

8. Ellendune Community Centre Accounts

To receive and note the final accounts for the Ellendune Community Centre for 01 April 2024 to 31 March 2025. (Copy attached).

9. Investment Strategy

To consider and agree to adopt a new Investment Strategy for the parish councils funds. (To follow)

10. Recording of Meetings Policy

To review the parish councils recording of meetings policy and consider to agree any necessary changes (Copy attached).

11. Press and Media Policy

To review the parish councils current press and media policy and consider to agree any necessary changes (to Follow).

12. CIL Funds

12.1 To review the parish councils current projects list and updates from the relevant committees (Copy attached)

12.2 To review the parish councils CIL fund balance and respective timescales in line with the items at 12.1.

13. Maunsell Way Pavilion Lease

To agree funds of up to £700 for legal fees associated with the lease of Maunsell Way Pavilion to the Wroughton History Group (Copy of correspondence attached).

Budget Available: £1,925 4170/100 Professional Fees

14. Exclusion of Press and Public

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 Matters**

15. Staffing Matters

15.1 To consider a request from a member of staff (Copy attached).

15.2 To review the occupational health update from a member of staff (to follow).

15.3 To note the recent NJC Pay Circular and note that staff have received backdated pay to April 2025 to bring them in line with the new agreed scales. (Copy attached)

16. Agenda Items

To consider future agenda items.

Members of Committee (7)

Cllr J Hewer (Chair)

Cllr L Campisano (Vice Chair)

Cllr D Archer

Cllr G Cook

Cllr B Keetch

Cllr B Streeton

Cllr H Woodward

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.