

**WROUGHTON & WICHELSTOWE
PARISH COUNCIL**



15 July 2026

Dear Councillor,

You are **summoned** to attend the
FINANCE AND GENERAL PURPOSES MEETING
to be held on **MONDAY 20th July 2026** at **6.30pm**
at **The Ellendune Community Centre, Barratt Way, Wroughton, SN4 9LW**

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

Emma Freemantle
Clerk

AGENDA

1. **Apologies**
To receive 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 24 May 2026.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
 - 4.1 To confirm as a true record the minutes of the Finance and General-Purpose Committee meeting held on 22nd June 2026 (Copy attached).
5. **Payment Schedule**
 - 5.1 To approve the Parish Councils payment schedule for July 2026 (to follow).
 - 5.2 To approve the Ellendune Community Centres payment schedule for July 2026 (to follow).
6. **Bank Reconciliations & Balance Sheet**
 - 6.1 To receive the bank reconciliations for June 2026 (attached).
 - 6.2 To receive the parish councils Balance Sheet with listed Earmarked Reserves as at 30th June 2026 (attached).
7. **Social Media Policy**
To review and agree an amended version of the parish councils Social Media Policy (to follow).
8. **S137 Grant Applications**
 - 10.1 To consider grant applications received from the Wroughton Wranglers Cricket Club (Copy attached)
 - 10.2 To make any recommendations to the next Full Council meeting whether grants should be awarded from the Council's allocated Section 137 budget for the current financial year.

9. Library Expenditure

To note the retrospective approval of items purchased for the library following the generous donation from the Duck Race Committee (Copy attached)

Budget to be used: Total £391.78 = £200.00 Donation from Duck Race and £191.78 remaining to be used from General Reserves

10. Retrospective Approvals

To retrospectively note and approve the following operational expenditure and commitments, previously circulated to the F&GP Committee on 1 July 2026 (copy attached):

- 10.1 **New Vehicle Signage** – Order placed at a cost of £695 + VAT. Installation is pending completion of production.
- 10.2 **New Play Area Signage** Gym Equipment Weir Field – Item delivered now awaiting installation.
- 10.3 **Grounds Team Training** – Booking of two grounds team members onto the Playground Inspection Training Course on 1 December 2026, at a cost of £370 + VAT per person. This is standard training undertaken by Grounds Team members following successful completion of their probationary period.
- 10.4 **Councillor & Staff ID Badges** – Progression of the ID badge project, including obtaining quotations for badge production, holders and lanyards, with final costs to be reported to the Committee and to be signed off at tonight's meeting.

11. 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**

12. Staffing Items

To receive a report from the Clerk regarding staffing items and consider the recommendations with the report (Copies attached).

13. Grounds Team Vacancy

To consider the recruitment of a temporary contract member of staff to support the Grounds Team in managing the current workload.(Copy to follow).

14. Future Agenda Items

To table any future agenda items raised by members.

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.