

**WROUGHTON & WICHELSTOWE
PARISH COUNCIL**



14th August 2026

Dear Councillor,

You are **summoned** to attend the
FINANCE AND GENERAL PURPOSES COMMITTEE
to be held on **MONDAY 17th August** at **6.45pm**
at **The Ellendune Community Centre, Barratt Way, Wroughton, SN4 9LW**

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

Emma Freemantle
Clerk

AGENDA

Attending

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 17 May 2026.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public. (Maximum of 10 minutes).
4. **Minutes of the Previous Meeting**
To confirm as a true record the minutes of the Full Council meeting held on 20th July 2026 (Copy attached).
5. **Ellendune Community Centre Funding**
To receive a verbal update from the Finance Officer regarding funding opportunities for the Community Centre.
6. **Payment Schedule**
To receive and note the parish councils payments schedule for August 2026 (Copy to follow)
7. **Bank Reconciliations**
To note the bank reconciliations for July 2026 (Copies attached)
8. **Income & Expenditure Report and Balance Sheet**
 - 8.1 To note the Income and Expenditure reports for July 2026 (Copy attached)
 - 8.2 To note the Balance Sheet for July 2026 (Copy attached).

9. 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.**

10. Staffing Items

- 10.1 To note correspondence received from the Occupational Health Consultant in relation to the Grounds Team Managers latest appointment and report (Copy attached)
- 10.2 To note and retrospectively agree to the correspondence received and the response issued by the Chair, to the Grounds Team Manager (copy attached).
- 10.3 To receive an updated report from the Clerk regarding staffing matters (Copy to follow)

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.