

South Willesborough and Newtown Community Council

www.swancc.org.uk

I hereby give you notice that an Ordinary meeting of the Council will be held on Monday 24th March 2025 at Baxendale Community Lounge Baxendale Court, Ashford at 7.00 pm

All members of the Council are summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below

NOTES for Members of the Public

Reports will be available at the meeting but can be requested in advance by contacting the Community Council Manager on **01233 528933** or **clerk@swancc.org.uk**

Sarah Evans

Clerk

19th March 2025

78/25 Record attendance and list apologies for absence

79/25 Declarations of pecuniary, other significant or voluntary interest

A Member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part, (unless a relevant dispensation has been granted by the Clerk)

A Member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote

A Member may also declare a voluntary Interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration.

i. Updating of Declarations of Interest for the Code of Conduct

ii. To note the granting of any requests for dispensations and the decision

80/25 To Agree Minutes of the Full Council meeting of 3rd March 2025 and sign (attached).

81/25 To agree the arrangements for the Internal Audit of SWANCC 2024 2025

82/25 To review the budget performance to date, bank reconciliation, reserves and recommended bank transfers and agree actions.

83/25 To agree the payments listing (attached), new beneficiaries, endorse any payments agreed by email and any deposit key refunds required.

84/25 To agree the quarter 4 VAT return for 2024 2025

85/25 To agree the payments over £100 list for transparency code and its publication

86/25 To agree the fixed asset register 2024 2025

87/25 To receive a report of the Community Council Manager on Worknest Health and Safety objectives and agreed actions

88/25 To receive a report of the Community Council Manager on Groundcare equipment and training for the PSEO and agree actions

89/25 To review the Safeguarding policy and agree

90/25 To review the Disciplinary policy and agree

91/25 To review the SWANCC Council Risk Assessment and agree

92/25 To agree the date of the next meeting of the Full Council as Monday 7th April 2025 and items for the Agenda.