

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON MONDAY 29TH JUNE 2026 AT 7:30 PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

Alison Berry (Chair)

Natalie Blankley

Andy Carvell

Sharon Collicutt

Katy Kendry

Lynne Allen

Also Present:

Meg Humphries (Clerk), Shaun Cullimore (outgoing Clerk)

26/100 TO RECEIVE APOLOGIES

James Cornish

26/101 TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA BELOW

None.

26/102 ADJOURNMENT FOR THE PUBLIC SESSION

No matters raised.

26/103 TO RECEIVE AND APPROVE THE INTERNAL AUDIT REPORT FOR 2025/26

Members considered the AGAR Internal Audit Report form together with the more detailed Internal Auditor's Report. It was noted that overall governance arrangements were in order, with a small number of administrative exceptions arising from strict audit criteria that could be addressed in the near future.

Council **RESOLVED** to accept both reports.

NEW ACTION 26/103/1: Shaun Cullimore to upload the 2024/25 notice of conclusion of audit to the council website.

NEW ACTION 26/103/2: Clerk to draft an IT Policy and Data Protection Policy and forward them to Cllr. Carvell for initial review.

NEW ACTION 26/103/3: Clerk to research website migration companies.

NEW ACTION 26/103/4: Clerk to create a comprehensive action plan to address the audit findings, with monthly progress reports at upcoming meetings.

26/104 TO RECEIVE AND APPROVE THE ANNUAL GOVERNANCE STATEMENT (SECTION 1) OF THE AGAR FOR 2025/26 AND TO AUTHORISE THE CHAIR AND CLERK TO SIGN IT

The Council **RESOLVED** to approve the Annual Governance Statement (Section 1) of the AGAR for 2025/26. The Chair and Clerk were authorised to sign the document.

26/105 TO CONSIDER AND APPROVE THE ACCOUNTING STATEMENTS (SECTION 2) OF THE AGAR FOR 2025/26 AND TO AUTHORISE THE CHAIR TO SIGN IT

The Council **RESOLVED** to approve the Accounting Statements (Section 2) of the AGAR for 2025/26. The Chair was authorised to sign the document.

26/106 TO AGREE THE DATES FOR THE EXERCISE OF PUBLIC RIGHTS FOR THE 2025/26 ACCOUNTS, PROPOSED AS MONDAY 1ST JULY TO TUESDAY 11TH AUGUST 2026

The Council **RESOLVED** to agree the dates for the Exercise of Public Rights for the 2025/26 accounts as Monday 1st July to Tuesday 11th August 2026. It was noted that both the year and the concluding date had been incorrectly stated on the agenda.

26/107 TO NOTE THE FINANCIAL CHECK UNDERTAKEN BY CLLR. ALLEN

Members noted that the internal financial check had been undertaken by Cllr. Allen.

ACTION 26/107/1: Shaun Cullimore to circulate the related report to all members.

26/108 TO NOTE THE DATE OF THE NEXT COUNCIL MEETING AS MONDAY 20TH JULY 2026 AT 7:30 PM IN SWINDON VILLAGE HALL

Noted. Time on agenda erroneously stated as 7 pm.

ACTION 26/108/1: Clerk to circulate meeting dates for the entire municipal year to all members.

The meeting closed at 8:23 pm.

Signed:	Date:
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