3 GILBERTS LANE
HIGHWORTH SN6 7FB
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www.highworthtowncouncil.gov.uk

FULL COUNCIL MEETING MINUTES
TUESDAY 23RD JUNE 2026

Present:	
Councillors:	I Durnin-Duffy (Chairman), M Apps, S Apps, T Draper, P Heaton, A Houghton, K Saunders, R Williams and P Wood
Town Clerk:	D Rose
Assistant Town Clerk:	C Haines
Members of the Public:	0
Apologies:	N Gardiner (Swindon Borough Council (SBC) Meeting), N Key (Childcare), V Manro (SBC Meeting), J Murphy (Away) and S Weisinger (SBC Meeting)
Absent:	F Freeman-Inglis

		Action
17	**Red Weather Warning and Meeting Arrangements** The Chairman advised Councillors that the Met Office had issued a Red Weather Warning and that concerns had been raised regarding the health and safety risks associated with the forecast extreme temperatures, including those anticipated within the Council Chamber. Councillors considered the circumstances, together with advice received from the Wiltshire Association of Local Councils (WALC), and the need to ensure that essential statutory business could continue whilst minimising unnecessary exposure to the extreme heat. **RESOLVED** by Councillors that only urgent and time-sensitive business be considered at this meeting, namely Agenda Items 1, 2, 3, 10,11, 12 and 13, and that all remaining agenda items be deferred to an extra ordinary Meeting of the Full Council to be held on Tuesday 30th June 2026. Voting was unanimous and the Resolution was duly carried.	
18	**DECLARATION OF INTERESTS:** None	
19	**PUBLIC QUESTION TIME & CORRESPONDENCE (Maximum 10 Minutes):** None	

DRAFT

20	**MINUTES OF THE MEETING:** **RESOLVED** to confirm and sign the Minutes of the Annual Council Meeting held on Tuesday 12th May 2026.	
21	**ACCOUNTS:** The Accounts listed on pages FC.8 to FC.74 were accepted and the payments of Bills were duly authorised.	
22	**INTERNAL AUDIT:** **RESOLVED** by Councillors to accept the Internal Audit report. Councillors unanimously agreed and the Resolution was duly carried. Councillor I Durnin-Duffy thanked the office for their hard work.	
23	**APPOINTMENT OF INTERNAL AUDITOR:** **RESOLVED** by Councillors to re-appoint Auditing Solutions LTD as Internal Auditors. Voting was unanimous and the Resolution was duly carried.	DR
24	**AGAR:** a. **RESOLVED** by Councillors to accept the Annual Governance Statement. Voting was unanimous and the Resolution was duly carried. b. **RESOLVED** by Councillors to accept the Annual Accounting Statement. Voting was unanimous and the Resolution was duly carried.	
25	**MEMBERS' BUSINESS:** Councillor I Durnin-Duffy: I was contacted by a resident about overgrown bushes and trees along Pentylands Lane. I suggested they speak with Swindon Borough Councillor N Gardiner. They also asked whether other councillors could visit the lane to assess the issue. Councillor T Draper: There is no Fairtrade Group locally therefore I have contacted L Gow and A Durrant and will travel with them to attend the next meeting.	
	MEETING CLOSED AT 18:40 PM	

Signed: ……. Date: …….