

HAYDON WICK PARISH COUNCIL

Minutes of the Full Council of Haydon Wick Parish Council held on Tuesday 20th August 2019 at 7.30 pm in the Parish Council Offices, Thames Avenue, Haydon Wick.

ATTENDANCE

MEMBERS:

Councillors L Brown (Chairman), E Baker Lee, J Fuller, R Hailstone, J Jackson, A John, S McDermott, K Naik, A Roupelis and R Worman.

OFFICERS:

Clerk, Georgina Morgan-Denn

BOROUGH COUNCILLORS:

Councillor D Renard

FC 77 APOLOGIES

Apologies were received and accepted from Councillors S Callen (holiday), S Fateru (holiday), S Heyes (holiday), V Manro (holiday), R Venkatesh (holiday), I Liddon (holiday), R Ross (holiday).

The Chairman reminded the meeting that if apologies were given as personal reasons, with no any additional information given to either the Clerk and / or the Chairman, then they should not be accepted.

Proposed: Councillor E Baker Lee Seconded: Councillor R Worman
Vote: Agreed unanimously.

Resolved: Not to accept Councillor Rodgers' apologies.

FC 78 DECLARATIONS OF INTERESTS

All Councillors declared an interest in Item 11: Parish Allowances 2020-21 Municipal Year.

FC 79 PUBLIC PARTICIPATION

There were no members of the public present.

FC 80 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded any Councillors that if it was necessary for their phones to be on, to please ensure they are on silent.

FC 81 MINUTES

Members received and approved the minutes of the Meeting held on 16th July 2019.

Proposed: Councillor A John Seconded: Councillor R Worman
Vote: Agreed with three (3) abstentions.

RESOLVED: the minutes of the Meeting held on Tuesday 16th July 2019 be agreed and signed as a correct record.

FC 82 COMMITTEE RECOMMENDATIONS

FC 82.1

Policy & Finance Committee Meeting held on Tuesday 23rd July 2019 recommended the following amendment to the Meeting Etiquette and Predetermination briefing note.

Mobile phones are not permissible as a viewing device. If the Member has no other device for viewing documents, then paper versions will be made available. Telephony and messaging functions on mobile phones should be disabled during meetings. The meeting chair and/or the clerk must be notified if a phone is on for emergencies or being on call.

**Proposed: Councillor A Roupelis Seconded: Councillor J Jackson
Vote: Agreed unanimously.**

RESOLVED: to include the following amendment to the Meeting Etiquette and Predetermination briefing note: *Mobile phones are not permissible as a viewing device. If the Member has no other device for viewing documents, then paper versions will be made available. Telephony and messaging functions on mobile phones should be disabled during meetings. The meeting chair and/or the clerk must be notified if a phone is on for emergencies or being on call.*

FC 82.2 Policy & Finance Committee Meeting held on Tuesday 23rd July 2019 recommended adopting the Members' Code of Conduct.

**Proposed: Councillor E Baker Lee Seconded: Councillor A John
Vote: Agreed unanimously.**

RESOLVED: to adopt the Members' Code of Conduct.

FC 82.3 Amenities & Leisure Committee met on 11th June 2019 and recommended to Full Council a CCTV Proposal. This item was deferred until the September Full Council because the proposer and seconder were not present (Standing Order: 9k).

FC 83 COUNCILLOR REPORTS

Hailstone SBC's clearing of the weed from the gutters is now happening.

McDermott The schools return in two weeks time and she intends to start the Christmas card art competition.

FC 84 SWINDON BOROUGH WARD COUNCILLOR REPORTS

Renard Reported the urgent need for a severe cut back of the hedges across Abbey Meads. In particular Village End of Abbey Meads because there has been reports of anti-social behaviour (ASB). Councillor Renard confirmed that SBC's CCTV van will be patrolling the area. Councillor Hailstone confirmed the Parish Council's contractors will be undertaking a flail cut of Abbey Meads from September and the Clerk confirmed that Wynwards Way has had an urgent cut back due to the police reports of ASB. He also informed the meeting that Swindon Borough Council (SBC) is encouraging parishes to consider transforming grass verges with wildflowers and confirmed they would support Haydon Wick with our project.

FC 85 SWINDON AREA COMMITTEE

The meeting received an update from Councillor A John following the recent Swindon Area Committee (SAC) meeting. The following was discussed:

- Relations between the parishes and SBC
- New Councillor Induction training
- Incidents of councillors being trolled on social media
- Consultation of the management of public open spaces
- Flood risk in Haydon View
- Air Bed and Breakfast planning applications

Relations between the parishes and SBC - A few representatives from SAC met with Susie Kemp (CEO, SBC) about ceasing meetings between the borough and the parishes. They were informed that the committee is not restricted to rural parishes and at present 17 of the 19 parishes in the Swindon Borough are members of the committee. Councillor Des Moffat (Central Swindon North) advised the meeting that the size of parishes might mean disparity of interests. The feeling in the meeting was that all councils would work towards similar work that Central Swindon North has been doing such as employing a youth worker and running a dementia café. Other parishes also confirmed they too were involved in similar projects. Councillor Brown (South Marston) suggested parishes work together to show the importance of SAC and create future agenda items in the interest of all the parishes.

New Councillor Induction training - Cllr Brown asked if councils had created induction packs beyond the guides issued by the National Association of Local Councils (NALC) as she was concerned that new councillors were being thrown in the deep end without much training. It appeared that few councils had created induction packs and councillors relied on a 'buddy' system. Some councils, like Haydon Wick, have held 'Councillor Introduction Sessions' for new councillors and SBC is holding mandatory training for new councillors within the first 12 months of taking office. Cllr Brown also provided a pack created by South Marston Parish for new councillors and requested SAC to comment and provide feedback on the document.

Incidents of social media trolling - There have been reports of councillors being trolled on social media. Some examples were provided but did not seem to be widespread. This area of concern was raised with Susie Kemp and SBC is planning a training session on how to deal with social media trolling.

Consultation of the management of Public Open Spaces - Cllr McEwen (South Marston) tabled a report on maintaining Public Open Spaces (POS)/Green Infrastructure within parishes. Many of the councillors present reported difficulties with management companies that were already in place such as a lack of response to resident enquires and excessive costs. Cllr Hawkes (Covingham) reported on the risk of flooding. South Marston is in discussion with SBC for a policy to be adopted in the revised Local Plan that endorses the following criteria for the maintenance of POS:

1. Ensure appropriate service delivery in the long term

2. Provide value for money thorough local accountability
3. Ensure that the asset owner has lasting control of an appropriate income stream.

The consultation proposal was proposed by Cllr Brown (South Marston) and seconded by Cllr Jankinson (Blunsdon). It was adopted unanimously by SAC.

Flood Risk in Haydon View - Cllr Worman (Haydon Wick) tabled a report about drainage in the Haydon View area of Haydon Wick Parish. The area has been flooded many times in previous years and the local residents association has persuaded Thames Water to clean the area once a year. The gullies are only attended to every three to four years by SBC and officers are looking to add gully management to SBC's website to see which have been cleaned and which need to be cleaned.

Air Bed and Breakfast planning applications - Cllr Brown told the meeting that there are planning applications ongoing to convert garages and annexes that are being used as separate dwellings for Air Bed and Breakfast (Air BnBs). She was concerned that there appeared to be no direct guidance for or from planning officers despite it being a popular idea. The meeting discussed the guidelines and found there was no rules regarding Air BnBs and SBC cannot force any regulations if the dwellings have been built prior to any changes in standards. SAC may hold a special meeting at the end of the Local Plan consultation period to review this issue.

FC 86

CLERK'S REPORT

Grants for the refurbishment of the Skatepark - applications for two grants are being submitted this week. One with Asda up to £15k and another with National Lottery Awards for All £10k

Travellers in Swindon - report of a small encampment has been made in a close by Parish this has prompted a check of security of our sites.

NALC Larger Local Council Committee elections - the committee represents local councils with either an electorate of 6,000 or a budgeted annual turnover/income of £600,000 or more. Vacancies are available for 2020: Councillor (four places are available) and Clerk (two places are available). If anyone is interested please let the Clerk know.

Swindon Borough Local Plan Review - Working Party members needed

The Borough's planning strategy is under review and the public consultation period commenced from Monday 29th July and runs until Monday 23rd September 2019. Members of the Full Council should let the Clerk know if they would like to join this group.

Swindon Borough Consultations - single presentation to Members informing of two public consultations will now be held on 3rd September

FC 89.2 **Bank Statements & Bank Reconciliations:** Noted the bank statements and bank reconciliations for July 2019. The Chairman signed the bank statements and reconciliations.

Proposed: Councillor J Jackson Seconded: Councillor K Naik

Vote: Agreed unanimously.

RESOLVED: to note the bank statements and bank reconciliations for July 2019.

FC 89.3 **Approval and signing the Payment Schedule** Council considered the payment schedules totalling £34,150.42; £16,595.62; £1,198.84 and £1,057.29 inc VAT under purchase day book references 561-607 and cashbook reference 201, totaling £8.28. After discussion, the Chairman signed the Schedule. Queries were raised which the Clerk answered satisfactorily.

**Proposed: Councillor S Seconded: Councillor A Roupelis
McDermott**

Vote: Agreed unanimously.

RESOLVED: to note the payment schedule for July/August 2019.

FC 89.4 **Nomination of two Councillors to spot check the Payment Schedule** Councillor A Roupelis and Councillor K Naik were nominated.

FC 90 **ITEMS FOR NEXT AGENDA**
CCTV

Councillor D Renard left at 20.25

FC 91 **EXCLUSION OF PUBLIC & PRESS**

RESOLVED: in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw'. Reason: Contractual

FC 92 **HAYDON LEIGH SKATE PARK CONTRACT**

Recommendation from the Amenities & Leisure Committee meeting held on 13th August 2019 for the contract for the skatepark refurbishment be awarded to Canvas Spaces Limited at a cost of £80,000 excluding VAT.

Proposed: Councillor A John Seconded: Councillor E Baker Lee
Vote: Agreed unanimously.

RESOLVED: To award the contract for the skatepark refurbishment to Canvas Spaces Limited at a cost of £80,000 excluding VAT.

FC 93 PERSONNEL SUB COMMITTEE

The meeting received an update from the Personnel Sub Committee which confirmed that Councillor R Hailstone will join the Sub Committee.

The meeting closed at 20.37

Chairman: _____

Initials: _____