

HAYDON WICK PARISH COUNCIL

Minutes of the Full Council of Haydon Wick Parish Council held on Tuesday 27th October 2020 at 7.30 pm held remotely via Microsoft Teams.

ATTENDENCE

MEMBERS: Councillors L Brown (Chairman), E Baker Lee, S Fateru, J Jackson, R Hailstone, S Heyes, A John, V Manro, S McDermott, D Rodgers, R Ross, L Rhys-Jones, A Roupelis and R Venkatesh.

OFFICERS: Clerk & RFO, Georgina Morgan-Denn
Policy & Finance Officer/Deputy RFO, Sandra Kelly
Community Development Officer, Johanna Edwards

MEETING ROOM PRESENCE Councillors L Brown. Officers: Clerk & Community Development Officer

OBSERVING: Mr Iain Liddon

FC 114 APOLOGIES

Apologies were received from Councillors S Callen, J Fuller (personal commitments) and K Naik (working commitments).

FC 115 DECLARATIONS OF INTEREST

None.

FC 116 SWINDON BOROUGH WARD COUNCILLORS REPORTS

Ward Councillor D Renard (Haydon Wick): Nothing to report. Some questions were raised by Haydon Wick Councillors to Councillor Renard regarding the traffic calming measures in Thames Avenue. Councillor Renard noted the concerns and will ask what data has been collected.

Ward Councillor S Heyes (St Andrews): Virgin Media are piping cables in some areas of the Parish.

Ward Councillor V Manro (Priory Vale): Upcoming roadworks – maps and dates circulated to Councillors. Questions received concerning deliveries to outlets during the roadworks which are being addressed. Question asked: will the bus gate be affected. No as it is taking place at night. Will update on issues affecting residents.

FC 117 PUBLIC PARTICIPATION

One member of the public attended the meeting and sent the following questions in advance to the Clerk.

Item 11. Covid-19 Scheme of Delegation: When will this end? Council have now moved to formal meetings for all Committees so there is no longer any need for Covid-19 Scheme of Delegation to be in place.

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Item 10.2. Trustees KGV - Questions raised regarding Trusteeship legal requirements. These will be discussed under the revised recommendation to Council (Item 10.2)

Item 18. Tree in Corfe Close – is there a published list of trees owned by the Parish? Completed tree survey of all trees under Parish responsibility. This is for public information and a copy will be sent out.

Item 10.3B. Publication scheme – why not have it all online? Because not everyone has access to internet. This is a national document adopted by all Town and Parish Councils.

FC 118 CHAIRMAN'S ANNOUNCEMENTS

The Chairman and Councillor Baker-Lee have purchased two poppies wreaths for Havisham Obelisk and the Council Offices. Contributions towards the wreaths would be welcomed – please leave with the office. Remembrance Sunday will be a low-key affair with 2 minutes silence on 11th and on Sunday 8th.

Received letter from local MP Justin Tomlinson asking for parishes to consider improving access and provision for disabled children in the Parish. The Play Area Working Party confirmed they will be inviting the charity *Benjamin's Smile* to a future meeting to discuss ways in which the council improve accessibility across the 24 play parks it owns and maintains.

Received a thank you from Her Majesty's Lord Lieutenant of Wiltshire, Mrs Sarah Rose Troughton, thanking town and parish councils for their contribution to the community during the Covid-19 pandemic.

Final note of appreciation has been received from Swindon Lions with a frame certificate of thank for the Council's contribution to the most vulnerable in the community. Haydon Wick is the only Parish Council in Swindon to receive this recognition.

FC 119 MINUTES

Members received and approved the minutes of the Full Council Meeting held on Tuesday 22nd September 2020.

Proposed: Councillor R Hailstone Seconded: Councillor J Jackson

Vote: Agreed with one (1) abstention.

RESOLVED: The minutes of the Full Council Meeting held on Tuesday 22nd September 2020 be agreed and signed as a correct record when face to face meetings resume.

FC 120 COUNCILLOR RESIGNATION

Councillor I Liddon had tendered his resignation. The Chairman thanked him for his contributions and service to the Council. Councillor Liddon expressed his appreciation for the opportunity to serve the Council and its residents. The Clerk confirmed the vacancy will be notified to Swindon Borough Council and if an election is called by ten or more electors, the vacancy has to remain unfilled until May 2021 due to amended Covid-19 regulations.

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FC 121 COMMITTEE POLICY & FINANCE MEMBERS

Due to the resignation of Councillor Iain Liddon, Councillor L Rhys-Jones expressed an interest in the vacancy. There were no other volunteers to join this committee, so Councillor Rhys-Jones was appointed to the Policy & Finance Committee

FC 122 AMENITIES & LEISURE COMMITTEE RECOMMENDATIONS – 7 October 2020

FC 122.1 Depot Feasibility: Members noted their **Seconded: Councillor** ~~Vote: Agreed~~ **Vote: Agreed** discuss the feasibility project for the Parks & Open Spaces Team Depot on Tuesday 3rd November at 7.30pm.

FC 122.2 Trent Road: Noted the Committee has agreed in principle to support the development of sports at Trent Road, working with local sports group, Allstarz Girls FC. It was noted that any financial implications will be brought to Council for consideration. It was suggested the group may be able to apply for grant funding from the Council to cover the costs

FC 123 POLICY & FINANCE COMMITTEE RECOMMENDATIONS – 20 October 2020

FC 123.1 Grant: Only one grant application was received but further information has been requested by the Grants Working Party. Therefore no decision required.

FC 123.2 Trust – King George V Field: There had been further research since the P&F Committee meeting and Officers proposing to keep KGV as a Sole Charitable Trust. This set up is more appropriate because the field has minimal activities with no income potential. The main benefit is no individual Councillor is named, and when there are changes to the Council's membership there are no changes to the registration with the Charity Commission. Further, as the Trust is already set up, we can move more quickly to complying with the requirements of the trusteeship. A key issue with our last Annual Return.

A benefit of changing to a Charitable Incorporated Organisation (CIO) would be more appropriate for a more active Trust, suitable for medium-sized unincorporated charities which employ staff and/or enter contracts. The Officers suggested a CIO set up would be more appropriate for the Bowls Club Trust and this will be explored in due course.

The meeting considered the recommendation and noted the Officers' requirement to move swiftly to begin setting a date for the Trust's Annual General Meeting and producing Terms of Reference.

Proposed: Councillor R Ross Seconded: Councillor S Fateru

Vote: Agreed with one (1) abstention

RESOLVED: To maintain King George V as a Sole Charitable Trust.

FC 123.3 Council Policies:

- A) Data Retention and Disposal Policy
- B) Revised Publication Scheme
- C) Revised Financial Regulations
- D) Safeguarding Policy
- E) Youth Worker Safeguarding
- F) Disclosure and Barring Service Policy

FC123.3A Proposed: Councillor S Heyes Seconded: Councillor J Jackson
Vote: Agreed with one (1) abstention.
RESOLVED: To adopt the revised Data Retention and Disposal Policy

FC123.3B Proposed: Councillor E Baker Lee Seconded: Councillor A Roupelis
Vote: Agreed unanimously.
RESOLVED: To adopt the revised Publication Scheme

FC123.3C Proposed: Councillor S Fateru Seconded: Councillor R Venkatesh
Vote: Agreed unanimously.
RESOLVED: To adopt the revised Financial Regulations

FC123.3D Proposed: Councillor A Roupelis Seconded: Councillor E Baker Lee
Vote: Agreed unanimously.
RESOLVED: To adopt the Safeguarding Policy

FC123.3E Proposed: Councillor R Venkatesh Seconded: Councillor A Roupelis
Vote: Agreed unanimously.
RESOLVED: To adopt the Youth Worker Safeguarding Policy

FC123.3F Proposed: Councillor V Manro Seconded: Councillor J Jackson
Vote: Agreed unanimously.
RESOLVED: To adopt Disclosure and Barring Service Policy

FC123.4 Telephone System: Members noted an urgent decision made under the Covid-19 Scheme of Delegation to progress the transfer of services without disruption to the continuity of service. The quote was the most competitive and with revised Broadband charges the total over three years: is £10,344 instead of previously agreed £8,800.

FC 124 COVID-19 SCHEME OF DELEGATION
The meeting heard how the Covid-19 Scheme of Delegation could now be suspended due to regular formal meetings of the Council now taking place. It was acknowledged that should there be any changes to guidelines the scheme of delegation may have to be reimplemented.

FC 125 WEBSITE DESIGN, DEVELOPMENT & REBRAND
The meeting received a presentation from the Community Development Officer and the Clerk. The meeting was presented with two new logos each representing an updated image of potential brand for the Parish Council. It was acknowledged that the implementation of the new brand would take place in phases to reduce the overall financial impact. The Clerk reconfirmed the purpose of their decision this evening which is to agree on a new logo which is fully compliant and accessible for the new Council website. The meeting was reminded how the

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rebranding budget had been agreed in December 2019 for this financial year, and the contract was agreed at September 2020's Full Council meeting (FC108). After a lengthy discussion about the pros and cons of a rebrand and a reiteration of the rationale driving the Website and Re-Branding project, Logo Concept One was proposed and agreed upon.

Proposed: Councillor V Seconded: Councillor L Brown Manro

Vote: Agreed with one (1) abstention. Four against.

RESOLVED: To adopt Logo Concept One for the Parish Council new branding.

FC 126 COMMUNITY DEVELOPMENT PROJECTS

Members received an update on various Community Development projects. Highlights included topics for Haydon Wick being on the air, working with radio 105.5, Haydon Wick Heroes; the Christmas Parcel Scheme; Bulb Planting and Grants.

Councillor J Fuller joined the meeting at 20.44

FC 127 COUNCILLOR REPORTS

Councillor R Hailstone Query regarding a boundary hedge that had been removed. Attended bulb planting session and a resident requested a bench be installed at Rex Barnett Walk.

Councillor S McDermott Christmas parcels – delivery will be 12 December but is keeping up to date with Covid regulations and safety for all concerned. This may need to be changed. There will be staggered times for volunteers and deliveries.

Councillor D Rodgers Previous bench at Rex Barnett walk removed because youths gathered there at the time. Asked if permission was sought by Morrisons for the car washing service to fix their banners to the hedges. The Clerk confirmed that they had not asked Council for permission.

Councillor R Venkatesh Asked if the Parish is doing anything to aid with the call for meals to be provided to children of families on low incomes during school holidays and can the Parish put up a Facebook post guiding residents where to go for assistance in this matter. The Clerk agreed we can do this and stated the Council had previously provided a grant to Scrapstore to help with this provision. That there is grant funding available, but Council has not received any direct requests as yet, should any be received, they will be brought to Council to consider as a matter of urgency. Councillor Baker-Lee stated she has been liaising with Morrisons.

FC 128 CLERK'S REPORT

There were no items to report.

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FC 129 ITEMS FOR NEXT AGENDA

To provide items to the Clerk prior to the next meeting of Full Council.

FC 130 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: Commercially sensitive.

FC 131 TREE IN CORFE CLOSE

Urgent work on a tree in Corfe Close has been agreed to proceed as a quote was within the Clerk’s budget limit.

FC 132 HAYDONLEIGH SKATE PARK FENCING COSTS

Members received an updated report following the recent A&L Committee meeting. It was clarified that all quotes being presented this evening were for new panels and green fencing. The meeting heard it was not a viable suggestion to try to reuse the mesh fencing due to storage and cost incurred to purchase new fixings and posts. It was confirmed that planning is required as the fence height at 3m exceeds what can be constructed under permitted development. After discussion the recommendation was proposed and voted upon.

Proposed: Councillor R Hailstone Proposed: Councillor A Roupelis

Vote: Agreed with three (3) abstentions.

RESOLVED: To proceed with the planning application to Swindon Borough Council. To accept the quote from Metafence for green fencing (original quote is £11,828.01) with price match promise reduced to £8,400.00 Cost to be met from available budget and split between 302: Play Areas – 4010 Security [Available budget £9,000] and 307: Parks & Open Spaces – 4009 Maintenance Contractor [Available budget £7,000]

Members of Planning & Highways Committee remained, with exception of Councillor L Brown. Member of the public rejoined the meeting.

FC 133 PLANNING & HIGHWAYS APPLICATIONS

S/HOU/20/1202 7 Kelly Gardens Erection of a single **No objection**
storey rear
extension

FC 134 GRANTS, REFUSALS, WITHDRAWALS, LAWFUL DEVELOPMENT AND PRIOR APPROVALS

Members noted the grants and refusals and that there was a spelling error in the Agenda with regard to Deneb Close notification – this should have stated Deben Close.

FC 135 PLANNING CONSULTATIONS

Cllr McDermott presented the collated responses to the two documents

1. 'White Paper: Planning for the Future'
2. 'Transparency and Competition: A call for evidence on data on land control'

The comments were accepted by the P&H committee and in line with the delegated authority given to P&H at Full Council on 22 September (FC104), the documents shall be submitted in advance of the deadline to the relevant agencies.

FC 136 SWINDON BOROUGH COUNCIL PLANNING PROTOCOL

Members noted Swindon Borough Council's revised Protocol for Dealing with Planning and Related Applications. This is an update from the version agreed in 2019 and attention was drawn to additional paragraphs 30 – 30.3 the Interpretation of Planning Guidance – Habitable Room.

FC 137 S106 & CIL

Members noted the information contained in the document distributed and were asked to consider how best to utilise the funds. Amounts received or due are: (CIL) 2019/20: £191.15 and (S106) 2020/21 £8,294.50.

FC 138 HIGHWAYS MATTERS

FC 138.1 Temporary Road Closures

Members noted the temporary road closures due to take place during November as identified in the report and plan received from Swindon Borough Council.

FC 138.2 Resurfacing North Swindon

Members noted the various resurfacing works that will be taking place within North Swindon.

FC 138.3 Parking Restrictions – Casterbridge Road

Council received information regarding planned parking restrictions at Casterbridge road.

FC 138.4 Reconfirm Council's support for 20mph systems

Haydon Wick Parish Council were recently contacted by Stratton St Margaret Parish Council and Stanton Fitzwarren Parish Council to ask to continue to support proposals for 20 mph speed limits. The Committee agreed to continue to support the introduction of 20 mph speed restriction zones however any cost associated should be met by Swindon Borough Council's Highways Department and not funded by the Parish Council.

The meeting closed at 22:00

Chairman _____

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