

## **HAYDON WICK PARISH COUNCIL**

Minutes of the Amenities & Leisure Committee of Haydon Wick Parish Council held on Tuesday 10<sup>th</sup> March 2020 at 7.30pm in the Parish Council Offices, Thames Avenue, Haydon Wick.

### **ATTENDENCE**

- MEMBERS:** Councillors R Hailstone (Chairman), E Baker Lee, L Brown, S Heyes, J Jackson, A John, V Manro and R Ross
- OFFICERS:** Clerk, Georgina Morgan-Denn  
Deputy Clerk, Laura Cutter
- OBSERVING:** Councillor S McDermott

**AL 202**

### **APOLOGIES**

Apologies were received and accepted from Councillor R Venkatesh and Councillor K Naik (Personal Commitments).

**AL 203**

### **DECLARATIONS OF INTEREST**

None.

**AL 204**

### **PUBLIC PARTICIPATION**

There were no members of the public present.

**AL 205**

### **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman read a card of thanks from Parkinson's UK (Swindon), for the recent grant awarded from Haydon Wick Parish Council. The Chairman also read letter of thanks from a resident of Trent Road about the recent neat and tidy hedge cutting that took place in February by Countrywide.

**AL 206**

### **MINUTES**

Members received and approved the minutes of the Amenities & Leisure Committee Meeting held on Tuesday 14<sup>th</sup> January 2020.

**Proposed: Councillor S Heyes      Seconded: Councillor L Brown**

**Vote: Agreed unanimously.**

**RESOLVED:** The minutes of the Amenities & Leisure Committee Meeting held on Tuesday 11<sup>th</sup> February 2020 be agreed and signed as a correct record.

*Resolved to bring Agenda Item 17 forward.*

**AL 207**

### **WILDFLOWER CREATION UPDATE & PLANTING STRATEGY**

The Committee noted the report following a meeting held with Councillors McDermott, Hailstone, Rodgers and the Deputy Clerk, Laura. Councillor McDermott wishes to give regular updates on the planting strategy getting feedback throughout the project. Plans for spring bulbs and timetable for planting, also ensure that the Grass Team have their input and members of public aware of the impact of non-maintenance whilst the flowers grow. Managing expectations.

Also discussed tree planting, the land at Tadpole Lane seems a good location to trial tree planting – interested from resident

Avenue type effect but must consider locations and impacts on people's houses, roads, underground utilities. Ideas of locations would be welcomed outside of the meeting.

Reduce the amount of cutting on slopes. Whilst all done as separate projects they are done as an overlap so the areas of planting would need to

The Committee agreed that the strategy was a way forward to ensure that the Council's overall aims are met. Snowdrops should be planted in green rather than as bulbs – to be planted March 2020.

Would like the Committee to consider whether we would like to bring in some interested residents about planting wildflowers, help them come into our working party and help formulate the strategy – alternative views, public consultations and reporting. Pass the details on to Councillors McDermott and Hailstone. More substantial trees to be planted to survive local wildlife. The timescales will fit in to budget aspirations.

Chairs & Vice Chairs – blanket terms of reference for working parties for members of the public to join – will come to future committee's.

19.41 Sarah left

**AL 208**

**COUNCILLOR REPORTS**

**Councillor S Heyes** Bollards in Gable Close now installed following reports dangerous driving on footpaths between Penhill to Abbey Meads. Two other footpaths with similar vehicle issues are being monitored.

**Councillor V Manro** Configured the next two CCTV cameras that are due to go up at Havisham Drive and Heaton Close play areas. Current CCTV cameras for the POST Depo and White Eagle play area have received software updates.

**Councillor E Baker Lee** Roots of mature trees between Thames Avenue and Trent Road have caused the footpath to raise and become uneven. *SBC Ward Councillors V Manro and S Heyes to take to SBC for further action.*

**Councillor R Hailstone** Bowls Play Area – Gravel path, between play area and shrubbery, needs to be relayed. *Deputy Clerk confirmed a group of volunteers and a wet pour surface repair is imminent and the pathway will be done on completion. Internal team have also cut back some of the shrubbery.*

**AL 209**

**CLERK'S REPORT**

**Helmsdale** – Observation received from resident advising that the bins in Helmsdale are emptied too often. The Tidy Up Team have been reminded of the litter picking procedure if a bin is not full. I explained the Council have recently removed several litter bins and that the Helmsdale one could be assessed. Resident not happy that the Council tax is increased, and

that the money could be better spent on street cleaning, cutting grass more often. Resident requested this be raised to the Committee tonight.

**Trent Road Flats** – For information, the management company for Trent Road has now changed from West of England to Block Management. Some queries relating to the ownership of fences that have come down in the winds, residents not happy that the fencing is blocking the pathway and the panels are temporarily being stored on green open space between Severn Avenue and Trent Road. Negotiations in progress with the management company to decipher who is responsible for the maintenance as we've had many complaints about fly tipping on the Trent Road site (garages, car parks, refuse collection, etc.). Will update at a future meeting.

**Rother Close** – Request from a resident to replant the trees and hedges that have come down at the rear of their property in Rother Close. The resident has checked with the Woodlands Trust about receiving a free pack of trees but suggests that they may need to apply from the Council for community use. Explained that we are currently in the process of a planting strategy and that this area may be considered. Suggested he comes along to the meeting tonight – would be willing to buy and plant himself. Ongoing maintenance?

**Dog Fouling** – Noticed the number of issues raised about dog fouling has increased recently in Woodhall Park/ Bryony Way. Currently collecting statistics for a report to be tabled in April about enforcement options. Please filter any issues arising to the office for inclusion.

**Staffing** – A member of the Grass Team is due to have an operation this week, which may mean that there will be a member down in the Grass Team for the next couple of weeks, at the beginning of the cutting schedule.

The Tidy Up Operative that has recently had an emergency operation at the end of January, is due to return at the end of March. Tidy Up Team seem to be coping with a reduced team of three.

Two members of the Grass Team out on weed spraying training today and tomorrow. Will be bringing this to a future meeting and where we intend to use these skills.

The Clerk gave a brief update on a meeting held prior to the Committee meeting with the Chairman and Vice-Chairman of the Council with regards to the Coronavirus with regards to the use of the Community bus, the Office/POST core responsibilities and increasing the sanitary measures for community groups using the facilities. The Clerk will work with the Chairman and Vice-Chairman and amend the business as necessary, will also be included as an item for the Emergency Plan Working Party to consider at the meeting on 24<sup>th</sup> March 2020.

**AL 210**

**GRASS & HEDGE CUTTING UPDATE**

The Committee noted the Officers' report. There were no recommendations for the Committee to consider. The grass cutting schedule is due to start at the beginning of April (subject to weather conditions), the ground is too boggy for the heavy machinery to cut prior to the suggested start date, however this will be reviewed on a weekly basis if there is a dry spell.

**AL 211**

**PARKS & PROJECTS UPDATE**

Initials\_\_\_\_\_

The Committee noted the Officers' report. There were no recommendations for the Committee to consider.

**AL 212**

**SMOKEFREE PARKS**

The Committee noted the winners of the SmokeFree Parks sign competition Jessica (aged 7), Veronika (aged 9) and Dennis (aged 4). All winners live in different areas of the Parish and the idea is to display the signage at the age appropriate play areas close to where they live.

**AL 213**

**HAYDONLEIGH SKATE PARK**

The Clerk gave a verbal update concerning Haydonleigh Skate Park. Canvas Ltd are trying to find a contractor to access the work for dropping the kerb, the requirement is that the contractors must be registered with the 'buy with confidence scheme', at present there are only three companies are registered and approved with the scheme. Canvas are chasing the contractors for responses. A site visit may take place with one of the contractors on Friday 13<sup>th</sup> March 2020 and Councillors are welcome to attend. Once the contractor and access methods have been finalised, Canvas Ltd should be able to continue with the application process.

**AL 214**

**WINTER PROJECTS**

The Committee received an update on the winter projects that have been carried out in 2019/2020. The Committee thanked the Parks & Open Spaces Team for the work that has been carried out this year. The Clerk confirmed that the footpath signage works have also commenced and measurements have started, some local businesses that the Council have worked with have been contacted about sponsorship opportunities.

**AL 215**

**VOLUNTEER PROJECTS**

The Committee noted the upcoming volunteer projects for March - April 2020 and thanked the Officers for raising the numbers of volunteers and bringing the projects together.

**AL 216**

**TREE SURVEY**

The Committee noted the recent Tree Survey and received a summary on actions arising. A schedule of works for our internal team and costings for tree works to be undertaken by Contractors will be brought to a future Committee meeting. A Tree Management Policy is also being created and a request for a small group of Councillors to review the document. Councillors R Hailstone, L Brown, A John agreed to review the draft Tree Management Policy.

**AL 217**

**STREET CLEANING**

The Committee discussed street cleaning and the level service as determined in the Transfer of Services agreement with SBC. Following discussion, it was agreed that if street cleaning work is requested for small areas that require hand tools this can be carried out in line with the agreement.

**AL 218**

**HAYDON MEADOW SSSI**

The Committee noted an update from Natural England concerning the maintenance and SSSI status of Haydon Meadow.

**AL 218**

**FRIENDSHIP BENCHES**

Councillor E Baker Lee presented a short clip from Age UK regarding 'Friendship Benches' which are designed to combat loneliness. Suggested ideal locations would be somewhere where the footfall includes school children, parents and elderly residents so that there would be a mix of generations. An ideal location would be the footpath along Hamble Road and Thames Avenue. The design of a planter style bench is £500.00 and there is enough in the existing budget to purchase two.

The Committee agreed to proceed with the trial of two Friendship Benches to be purchased and installed on the footpath between Hamble Road and Thames Avenue.

**AL 219**

**VERGE REPLANTING REQUEST**

The Committee received a request from a local resident of Hartington Road, Oakhurst to replant the verges outside of her property due to the verge being damaged by a recycling lorry. Both SBC and HWPC have assessed the damage and both agreed that the verge would recover when the grounds maintenance schedule begins in April. Councillor V Manro advised that there has been confirmation received from SBC that this can be replanted by the resident, with a request that the works is overseen to ensure that it is done properly to avoid any future issues.

**AL 220**

**PARKS & OPEN SPACES (POST) DEPOT FEASIBILITY**

The Committee agreed to create a working party to progress the POST Depot Feasibility. The working party will consist of Councillors S Heyes, R Hailstone, J Jackson, E Baker Lee and to request that Councillor S McDermott also joins. Comments will be fed into future Committee meetings.

**AL 221**

**BUS SHELTER – WHITWORTH ROAD/ HAYDON VIEW ROAD**

The Committee received a request from a resident for a bus shelter to be installed at Whitworth Road/ Haydon View Road. As this is the only request for a shelter at this location, it was agreed further statistics would be needed and it could be put into the list for CIL money consideration. General research shows that bus shelters can range from £1000.00 - £4500.00 for the shelter alone not the installation. The installation could be done by our internal teams. that can be done by internal teams. Adshel replacing all the bus shelters to see if they can have one full size of advertising to replenish some of the costs. Clear channel is another company that could be suggested. Not enough footfall, since then populations. Log requests. Capital funds of £4000. Log requests look into sponsorships bring back to committee with a formal proposal. Very minimal in Haydon End, Oakhurst, Taw Hill. Whitworth Road and Torun Way, check criteria.

**AL 222**

**OPERATIONAL BUDGET MONITORING**

Members received and noted Month 11's operational income and expenditure against budget report for the Parks & Open Spaces cost centre. Bring to future meeting to discuss General Reserves for 2020/2021.

**AL 223**

**ITEMS FOR THE NEXT AGENDA**

To be given to the Clerk in advance of the next meeting.

**AL 224**

**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.

**AL 225**

**TREE ON THAMES AVENUE**

The Committee received a report on a tree issue in Thames Avenue. The Committee requested a structural survey to be conducted at the resident's expense to show the subsidence of the property before the Committee can make a decision.

**AL 226**

**SECURITY PROVIDER**

The Committee received a report from the Clerk about the security provider and agreed to the recommendations within the report. All three companies confirmed holiday cover is suitable. 3 months employee company B until legal issues sorted, subject to key holding stats

VM EBL

Vote: Agreed with one abstention

Clerk advised of a brief meeting held with the Chairman and Vice-Chairman about the Coronavirus and any changes to our services, operation that visitors could come to the windows, register of who attended and supply hand sanitisers, staffing and core services – enough open spaces team to be able to move around business continuity plan some staff can work from home, can forward calls on to another company – if we are instructed by the government. Advice would be sought – thought of a plan and the Clerk, Chairman, Vice-Chair to proceed. Community bus could be cancelled if residents stop using the service, voluntarily cancel fees would still apply.. Emergency Plan meeting on 24<sup>th</sup> March – could be item for discussion.

SBC has plan? Email sent to the Clerk public health nhs, borough

The meeting closed at 20.58

**Chairman:**

Initials\_\_\_\_\_