

## HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council held on Tuesday 23<sup>rd</sup> November 2021 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

### ATTENDANCE

**MEMBERS:** Councillors V Manro (Chairman), D Rodgers (Vice Chairman) J Fuller, S Heyes, R Hailstone, J Jackson, A John, S McDermott, L Rhys-Jones, B Patrick-Okoh, R Ross, L Brown, S Fateru, and R Venkatesh

**OFFICERS:** Chief Officer & RFO, Georgina Morgan-Denn  
Deputy Clerk & Services Manager, Laura Cutter  
Senior Administrator, Jill Sharp

### FC 134 APOLOGIES

Apologies were received and accepted from Councillors E Baker Lee and S Callen (Personal Commitments) and Councillor K T Naik and A Roupelis (Work Commitments).

### FC 135 DECLARATIONS OF INTEREST

Councillor V Manro declared an interest in Agenda Items 14 and 15 as he is involved with the discussions at Swindon Borough Council (SBC). He will leave the room and not take part in any of the discussions.

### FC 136 SWINDON BOROUGH WARD COUNCILLOR REPORTS

**Councillor J Jackson (Haydon Wick Ward):** A few issues with the street lighting, but it is being monitored and where appropriate escalating the issues. Reports that the City Fibre work standards are poor, and a case has been raised with the contractor and Swindon Borough Council have been requested to arrange an inspection. Will report back at future meeting.

**Councillor S Heyes (St Andrews Ward):** None.

**Councillor V Manro (Priory Vale):** Thamesdown Drive - there are road closures overnight and lane closures during the day in December as SBC carrying out remedial repairs to the ironworks.

### FC 137 PUBLIC PARTICIPATION

There were no members of the public present. One written representation was sent in advance to be read out.

*To Full Council: I would like to table the following observation for tonight's Full Council Meeting concerning] Agenda Item 15. Parish Deed. This potential future important document will if amended represent an agreed binding Deed between SBC and HWPC. In considering quite rightly to convene a working party to pursue, consider options arising it cannot include any borough Councillors to promote, forward views to Full Council (conflicts of interest) for their consideration. Independence of thought is paramount in representing HWPC future Strategy.*

### FC 138 CHAIRMAN'S ANNOUNCEMENTS

Extended personal thanks to Councillor S McDermott for the recent magazine and very positive feedback had been received. Also taking on some of the deliveries.

**FC 139 PHYSICAL COUNCIL MEETINGS RISK ASSESSMENTS**

Members considered and discussed the Risk Assessment and concluded that no changes are to be made at this meeting and to continue to review monthly to consider if any amendments need to be made following any updates from Central Government or SBC.

**FC 140 MINUTES OF PREVIOUS MEETINGS**

Members confirmed as a true record the minutes of meeting held on 26<sup>th</sup> October 2021.

**Proposed: Councillor A John      Seconded: Councillor R Venkatesh**

**Vote: Agreed with three (3) abstentions.**

**RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 26<sup>th</sup> October 2021 and the Chairman signed the minutes.**

**FC 141 COUNCILLOR REPORTS**

- Councillor S McDermott Updated the timetable for Christmas Parcels/Christmas Cards.
- Completed Card competition design is at the printers.
  - Application from has been published in the magazine and a version is available online (Events Manager was thanked for organising web site and social media)
  - Delivery of magazine should be completed by 24<sup>th</sup> November.
  - Application for Christmas parcels are coming in (thanks to the administrator). Deadline is 1<sup>st</sup> December. Final number confirmed by 2<sup>nd</sup> December. Parcel packing 10<sup>th</sup> and delivery 11<sup>th</sup> and is looking for a volunteer bus driver.
  - Also, if Councillors would like some bulbs to arrange something in their own area's please contact me. If so, please ensure that the office is informed in order that the grass cutting teams are aware for next spring.
- Expressed personal thanks to Head of Parks and Open Spaces for support for the bulb planting sessions on Saturday 20<sup>th</sup> & 27<sup>th</sup> November.
- Councillor A John Advised that the wreath was laid at Havisham Drive was well received by the public and several attended with me. It would be great to make this another location each year.
- Councillor Hailstone Attended the Swindon Local Councils Forum and discussed the Parish Deed and outcome of Community Governance Review to be discussed later this evening.
- Councillor D Rodgers Attended the SBC Remembrance Service and was very well received in general and certainly would recommend attendance for the future.
- Bryony Way sign is being printed and will be replaced soon. Will report back on this.
- Councillor B Patrick-Okoh Advised that attended SBC surgery and found it engaging and productive. Also looking forward to attending the Superhero Litter picking event on Saturday 27<sup>th</sup> November.

**FC 142 CHIEF OFFICER'S REPORT**

**Successful Grant:** received today funding for £4,790.20 assisting in targeting older members of our community with in-person communications i.e. leafletting to assist in the control of Covid infection activities. Leaflets will go out to householders to promote the Memory Café and Covid Safety

**2022 Polling Stations Enquiry:** SBC approached us for polling station locations for 2022.

**Skatepark contractors:** Canvas remedial works still outstanding and chasing them for over 2 months. Retainer of £1,987.22 won't be paid until works completed.

**Christmas Full Council:** will include some nibbles after the meeting. Sending suggested items for each Councillor to donate to the buffet table will be coordinated by Jill from the office.

Happy to Chat Benches – installation received with mixed review and will feature on Community Development Committee. In meantime we and local PCSOs will continue to monitor.

**Recruitment:** Commenced recruitment for the Finance role – requested Councillors to please share the role within own networks.

**Thank you:** to everyone who participated in the Bulb planting and to Councillor S McDermott for the recent Magazine deliveries. All involved have gone above and beyond their role.

**FC 143 FUTURE STRATEGY**

Members received an update advising that work is happening in the background on social media and via leaflets. Data analysis will be given to the consultant and then will arrange a community engagement event which will be open to the residents to discuss the results and agree priorities for the future strategy. Councillors requested to share strategy updates within own networks.

**FC 144 FUTURE BUDGET ASPIRATIONS**

Members received and noted an update on the progress of the recent budget working party meetings and have noted Parks & Open Spaces Committee budget aspirations:

**Horticultural:** £5,050 [307 / 4309] to enhance parish with increased wildflower planting, a community bulb planting programme, replenish the planters and add decorative flower beds

**Play Area Refurbishment:** [4316 / 302] £49,000

**Play Equipment Repairs:** [4305 / 302] £10,000

**Play Area Resurfacing:** [4518 / 302] £50,000.00

Members noted that these are the final figures for next year's budget and not consistent with those previously presented to the committee

**FC 145 GROUNDS MAINTENANCE FACILITY**

Members received a verbal update notifying a wastewater drainage strategy and topographical survey have been commissioned to address concerns from the Local Flood Agency. As such our planning application has been extended to 17<sup>th</sup> January 2022. Also looking to engage with a Project Manager (PM) to take on facility project on a turnkey basis – this opportunity is on public contract finder. It was noted that some PMs are committed until 2024-25. Further updates will be given at a future meeting.

*20.15 Councillor McDermott left the room – returned 20.16*

**FC 146 COMMUNITY DEVELOPMENT (CD) UPDATE**

**FC 146A Copyright-Magazine:** Members advised that an advert was submitted contained copyrighted material. The advertiser was asked to amend or alter or provide proof of permission for use, but they did not respond, and the advert was removed. Councillor McDermott will in future seek permission from the owner when an article and/or image is sourced from a third party.

**FC 146B Christmas Cards 21:** Members noted the report and Officers' recommendation following an online vote by Councillors to donate £200 to Swindon Food bank in lieu of sending out Christmas Cards this year, selecting them in view of their efforts supporting the community throughout a challenging period. The funds will now be paid, and a short press release will be given.

**FC 146C Youth Zone Visit:** Members noted the report which included

- 1) Noting the cost of the site visit to the Youth Zone by the Youth Development Co-Ordinator and Community Development Officer.
- 2) A report will be provided at the next Community Development Committee meeting (7<sup>th</sup> December) to discuss the results of the visit and how this development may shape the youth programme at Haydon Wick Parish Council. Members also noted that staff costs of the site visit are within the budget parameters.

**FC 146D Community Christmas Activities:** - Members noted the report which included:

- 1) Youth Events program for November/December 2021.
- 2) The planned Christmas Community activities programme.
- 3) Memory Café Christmas activities programme. Councillor Hailstone suggested that in future maybe hiring a larger venue such as the Haydon Centre may be viable in future years if this is going to be successful.

**FC 146E Budget Aspirations:** Members noted the budget aspirations will follow after the next Community Development committee meeting on the 7<sup>th</sup> December.

*20.34 Councillor V Manro left the room. Vice Chairman Councillor D Rodgers took over chairing the meeting.*

**FC 147 SWINDON BOROUGH COUNCIL'S (SBC) COMMUNITY GOVERNANCE REVIEW (CGR) OUTCOME**

Members discussed and noted SBC's outcome on the recent request for a CRG review. Reasons given not to commence a review at this time were:

- It would be premature for those areas that are either not yet fully built out – Tadpole Farm, Badbury Park, and Wichelstowe – or where development is shortly to commence in earnest – the New Eastern Villages. Given what could change in these areas, it would not be practicable to determine what would constitute good governance or community interest.
- It could be disruptive, especially to the new urban parishes that took up office for the first time only in 2017.
- SBC will continue to assess whether there needs to be a review on a regular basis.

**FC 148 PARISH DEED**

Members discussed and considered recent correspondence from SBC regarding the Parish Deed and suggested that a Working Party (WP) should be formed. Anyone interested should email the Chief Officer. It was agreed that WP members

should not include SBC Ward Councillors and could include a member of public if they are interested in assisting.

**Proposed: Councillor S McDermott      Seconded: Councillor R Hailstone  
Vote: Agreed Unanimously.**

**RESOLVED: To create a Parish Deed Working Party with up to one (1) member of the public.**

*20.45 Councillor V Manro returned to the meeting room and returned to chairing the meeting.*

**FC 149      SBC'S RECOMMENDATIONS ON PARISH COUNCILLORS' ALLOWANCES FOR 2022-2023**

Members reviewed SBC's recommendations for Parish Councillors' allowances. It was acknowledged that using SBC's recommendation would increase the annual allowances budget from approximately £16k to over £30k. After a very brief discussion members agreed to keep the present structure.

**Proposed: Councillor J Fuller      Seconded: Councillor L Brown  
Vote: Agreed Unanimously.**

**RESOLVED: To reject SBC's Parish Councillors' recommendations and to continue with the present structure and to only increase Parish Councillors' allowances in line with the staff NJC Cost of Living uplift, yet to be agreed, but likely to be in the region of 1.75% per annum.**

**FC 150      PRE-APPLICATION CONSULTATION – BASE STATION UPGRADE-THAMESDOWN DRIVE**

Members noted the Planning and Highways Committee comments of No Objection. However, Councillor J Fuller had noted that this was owned by Vodafone and would this lead to several other providers requesting masts. Councillor V Manro advised that it was his understanding that the ownership should not be the issue as they are shared with other providers to ensure continuity of service but will check the status and report back. Councillor S Heyes advised that there is currently there is an application for a station adjoining Redhouse Way and Thamesdown Drive.

**FC 151      DECEMBER FULL COUNCIL – EARLY START TIME**

Member discussed and agreed that the 14<sup>th</sup> December's Full Council meeting commencement time be amended to 7.00pm to facilitate the incorporation of all other matters arising from individual Committee meetings not being held in December 2021.

**FC 152      ITEMS FOR THE NEXT AGENDA**

Members were asked to send any items for the Full Council meeting on the 14<sup>th</sup> December 2021 to the Chief Officer as soon as possible.

**The meeting closed at 20.58**

**Chairman \_\_\_\_\_**

Initials \_\_\_\_\_