

## FULL COUNCIL

18<sup>th</sup> November 2020

**To: All members of Haydon Wick Parish Council**

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

Dear Councillor,

You are summoned to a remote meeting of Haydon Wick Parish Council on **Tuesday 24<sup>th</sup> November 2020** at 7.30pm. Link: [shorturl.at/gDFLQ](https://shorturl.at/gDFLQ).

Members are politely asked to forward any questions or queries relating to items on the agenda to the Clerk at least 48 hours prior to the meeting.

Swindon Borough Council Ward Members, the public and press are also invited. Any questions for the public participation must be sent to [clerk@haydonwick.gov.uk](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 23<sup>rd</sup> November 2020.

Yours sincerely

*Georgina Morgan-Denn*

**Georgina Morgan-Denn BA (Hons), FSLCC**  
Clerk to Council/RFO

### AGENDA

- 1. Apologies**  
To receive and approve.
- 2. Declarations of Interest**  
To receive any Declarations of Interest.
- 3. Swindon Borough Ward Councillor Reports**  
To receive reports from and raise questions to Swindon Borough Ward Councillors. For information only.
- 4. Public Participation**  
Public questions must be sent to [clerk@haydonwick.gov.uk](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 23<sup>rd</sup> November 2020.
- 5. Chairman's Announcements (if any)**
- 6. Minutes of the Previous Meetings**  
To confirm as a true record the minutes of the meetings held on Tuesday 27<sup>th</sup> October 2020 and on Tuesday 3<sup>rd</sup> November 2020.

- 7. Amenities & Leisure Recommendations – 10<sup>th</sup> November 2020:**
- 7.1 **Covid Oak** - to consider planting the donated Covid Oak in Haydon End (away from properties), to replace a fallen tree which was 170 years old.
- 7.2 **Bench installation** - To note a bench will be installed at Rex Barnett Walk.
- 7.3 **Budget Aspirations** - To note the following items were identified in next year's budget:
- Depot
  - Play Areas to include CCTV installations
  - Refurbishment of two play areas
  - Works to progress Tadpole Lane
- 7.4 **Skate Park Fencing** – to note Planning Application to erect 3m fencing around the skate park has been submitted and the fencing supplier has been informed of the delay.
- 8. Policy & Finance Committee Recommendations – 17<sup>th</sup> November 2020:**
- 8.1 **Standing Orders** - to re-adopt the Standing Orders Policy due for renewal (attached).
- 8.2 **Travel & Subsistence** – to adopt Travel & Subsistence Policy (attached)
- 8.3 **Working from Home Allowance** – to adopt a Working from Home Allowance (attached).
- 8.4 **Flood Fund** – to recommend the £300 received in donations from the emergency Flood Fund be allocated to provide a Christmas or Welcome Home hamper to the affected residents
- 8.5 **Budget Aspirations** - To note there were no budget aspirations from the Committee to include into next year's budget.
- 9. Emergency Plan Review**  
To receive a verbal update from Councillor V Manro following the recent Thames Water Flood Incident and to agree to convene an Emergency Planning Working Party to review the Parish Council's Emergency Plan.
- 10. S106 & CIL Receipts**  
To confirm allocating £191.15 (CIL) and £8,294.50 (S106) receipts to fund additional bus hard standings in the parish.
- 11. Telecommunications**  
To receive an update concerning the telecommunications switch over.
- 12. Website Design, Development & Rebrand**  
To receive an update concerning the Parish Council's website design, development and rebrand project.
- 13. Community Development**  
To receive an update from the Community Development Officer on the progress of various community engagement and development projects.
- 14. Councillor Reports**  
To receive reports from Councillors. For information only. Members are politely reminded to report any Parks & Open Spaces to Tidy Up and not to raise at the meeting.

- 15. Clerk’s Report**  
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 16. Councillor Vacancy**  
To receive an update on the Councillor vacancy.
- 17. December Council meetings**  
To note the Council meetings taking place in December are Amenities & Leisure on the 8<sup>th</sup> and Full Council (to include Policy & Finance items) on the 15<sup>th</sup> – there is no meeting on the 22<sup>nd</sup>.
- 18. Christmas Operating Hours**  
To note the Council Office is closed from 12.00pm on Thursday 24<sup>th</sup> December 2020 to 9.00am on Monday 4<sup>th</sup> January 2021, with the Parks & Open Spaces Team being operational during the holidays with a reduced service daily except for Christmas Day and New Year’s Day. Residents can report litter issues by leaving a message on 0773840065.
- 19. Next Agenda Items**  
To propose agenda items for the Full Council meeting on 15<sup>th</sup> December 2020.
- 20. Exclusion of Public & Press**  
To resolve 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 & staff matters.
- 21. Amenities & Leisure Recommendations – 10<sup>th</sup> November 2020:**  
To recommend to Full Council awarding the contract for the King George V Field Play Area Safety Surfacing to Vitaplay for a maximum cost of £33,915.00 + VAT. The reasons for their selection are the innovative design and the quality of the overall specification. There are also potential cost savings.
- 22. Personnel Matters**  
**21.1 Staff Disciplinary** – to receive an update from the Chairman of the Disciplinary Hearing Panel.  
**21.2 Youth Engagement Vacancy** – to receive an update on the recruitment of the Youth Engagement position.

*Members of the Planning & Highways Committee are asked to stay on the meeting to comment on Planning & Highways matters.*

**23. Planning Applications**

<b>23.1</b> <a href="#">S/HOU/20/1348</a>	17 Deben Crescent, Haydon Wick	Erection of a two storey side and single storey rear extension
<b>23.2</b> <a href="#">S/HOU/20/1429</a>	27 Pathfinder Way, Oakhurst	Erection of a two storey side extension.

**24. Grants, Refusals, Withdrawals, Lawful Developments and Prior Approvals**

<b>24.1</b> S/HOU/20/1159	3 Isis Close, Haydon Wick	Erection of a single storey rear/ side extension.	Granted. Not reviewed by HWPC.
<b>24.2</b> S/HOU/20/1202	7 Kelly Gardens, Abbey Meads	Erection of a single storey rear extension.	Granted. No objection from HWPC.
<b>24.3</b> S/PHOU/20/1288	30 Avonmead Haydon Wick	Prior Approval Notification for the erection of a single storey rear extension measuring 3.4m (from original rear wall), 2.55m (maximum height) and 2.5m (height to eaves).	HWPC not required to comment.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.