

## FULL COUNCIL

19<sup>th</sup> August 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, I Liddon, 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 25<sup>th</sup> August 2020** at 7.30pm. Link: <https://tinyurl.com/y59vh9jm>.

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 24<sup>th</sup> August 2020.

Yours sincerely

*Georgina Morgan-Denn*

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

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### 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 24<sup>th</sup> August 2020.
- 5. Chairman's Announcements (if any)**
- 6. Minutes of the Previous Meetings**  
To confirm as a true record the minutes of the meeting held on Tuesday 28<sup>th</sup> July 2020 (attached).

**7. Amenities & Leisure Matters arising from 11<sup>th</sup> August 2020 discussion:**

- 7.1 Shelter at Heaton Close:** To note the work to relocate the shelter and to investigate repairs will commence in September once the children have returned to school.
- 7.2 Litter signage:** To recommend to Full Council to launch an Anti-Littering Campaign and ask local schools to decorate posters to be made into signage and displayed across the parish.
- 7.3 Christmas illuminations:** To recommend to Full Council to enhance the Christmas parcel scheme budget this year using funds from the Festive Enhancement budget we had allocated this year (a share of the £900).

*Note: this agenda item will be discussed with Agenda Item 13.2 below.*

- 7.4 Tree Management Policy:** To recommend to Full Council that the Tree Management Policy is adopted (tabled).
- 7.5 Wildflower Update:** To note the wildflower areas that were left unmown need to be cut, collected, and raked by the Grass Team on the next cut. The saplings at Hyssop close will also be removed. Scheduling in a time for them to cultivate the two seeded areas and plant the seeds in October.

**8. Skate Park Refurbishment Budget Update**

To note the report detailing the final costs for the Skate Park Refurbishment project and consider any recommendations (attached).

**9. Policy & Finance Matters arising from the 18<sup>th</sup> August 2020 discussion:**

- 9.1 Vexatious Complainant:** To recommend to Full Council applying the Council's Habitual and Vexatious Complainant Policy to a resident who continues to complain despite assurances from the Council the issues are being dealt with.
- 9.2 Swindon Borough Council's (SBC) Covid-19 Emergency Plan:** To recommend to Full Council to append the SBC's Covid-19 Emergency Plan to the Parish Council's existing Emergency Plan.
- 9.3 Financial Year 2020/21 Month 4:** To note the Income and Expenditure Report and Bank Balance Report (attached).

**10. Approval of Payments:** To approve the payments as per the schedule (tabled).

**11. Bank Reconciliations**

To receive and note the Bank Statements and Bank Reconciliations for March-July 2020 (tabled).

**12. Virement**

To vire £17,039 from Capital Projects/Community Engagement Role [605/4003] to [102/4000, 4004, 4005] Administration/Salaries - PAYE & NI Payments - Pensions Contributions.

**13. Community Engagement Working Party Matters arising from 11<sup>th</sup> August 2020**

**13.1 Haydon Wick Living Magazine – Winter:** To note Councillor McDermott will contact regular contributors and Councillors for content. Deadline for content is 30 September, and any intention for submission to be highlighted to Cllr McDermott as soon as possible.

**13.2 Christmas Parcel Scheme:** To recommend to Full Council supplementing the existing parcel scheme with a discretionary parcel scheme. See proposal (attached).

**13.3 Christmas Card Competition:** To recommend to Full Council to repeat the Christmas Card competition with local schools but to reduce the entrance categories to primary age only.

**13.4 Remembrance Day:** To recommend to Full Council to retain the Remembrance activity at Parish level and to hold it at Havisham park, where social distancing is possible. Subject to government guidelines at the time.

**14. Dementia Friendly Communities: Memory Café Funding**

To consider and agree to the recommendations in the report (attached).

**15. Health & Safety and Fire Risk Assessment – Retained H&S Advisor**

To consider and agree to the recommendations in the report (attached).

**16. 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.

**17. Clerk's Report**

To update on issues and actions since the last meeting that do not appear on the agenda. For information only.

**18. Leisure Gardens 2020 Rates**

To consider and agree the 2020 Leisure Garden Rates (tabled).

**19. Items for next agenda**

To propose agenda items for the Full Council meeting on 22<sup>nd</sup> September 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.

**21. Amenities & Leisure Committee Recommendation**

**Depot Feasibility:** To receive recommendations from the A&L Committee concerning the Depot Feasibility project. To receive a presentation from the Clerk and the Chair of the Depot Feasibility Working Party Councillor S Heyes (tabled).

**22. Community Engagement Working Party Recommendations**

To receive a recommendation to provide free advertising in the HWPC Living Magazine – Winter 2020. *Members are asked to submit any technical or financial queries to Cllr McDermott by 12pm Monday 24<sup>th</sup> August to allow for the necessary research to be done (attached).*

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

**23. Planning & Highways Applications**

<a href="#">S/HOU/20/0779</a>	106 Zakopane Road	Erection of a conservatory
<a href="#">S/HOU/20/0792</a>	36 Thetford Way	Erection of a single storey rear extension.
<a href="#">S/HOU/20/0806</a>	1 Doyle Close, Taw Hill	Erection of a single storey rear extension and conversion of part of garage into habitable space
<a href="#">S/HOU/20/0800</a>	60 Tweed Close	Erection of a single storey rear extension.

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

S/LDP/20/0603	49 Capesthorpe Drive, Haydon Wick	Certificate of lawfulness (Proposed) for the erection of a single storey rear extension.	<b>Granted</b>
S/HOU/20/0678	13 Clary Road, Haydon Wick	Erection of two storey side/ rear and single storey rear extensions.	<b>Granted</b>
<b>HWPC Comments: No objection</b>			
S/HOU/20/0641	10 Thyme Close, Pembroke Park	Erection of a two-storey rear extension	<b>Granted</b>
<b>HWPC Comments: No objection</b>			
S/LDP/20/0908	29 Osterley Road Haydon Wick	Certificate of lawfulness (Proposed) for the erection of a single storey rear extension	<b>Granted</b>

## 24. Government Planning Consultations

To discuss and consider any responses to the recent planning consultations:

- [Changes to the Current Planning System](#)
- [White Paper: Planning for the Future](#)
- [Transparency and Competition: A call for evidence on data on land control](#)

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.