

## HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council held on Tuesday 26<sup>th</sup> April 2022 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

### ATTENDANCE

**MEMBERS:** Councillors V Manro (Chairman), S Heyes, R Hailstone, S McDermott, E Baker Lee, J Fuller, B Patrick-Okoh, R Venkatesh, R Ross, S Callen, A Roupelis, K T Naik, S Fateru, L Rhys-Jones and L Brown

**OFFICERS:** Chief Officer/Clerk & RFO, Georgina Morgan-Denn  
Deputy Clerk & Services Manager, Laura Cutter  
Head of Parks & Open Spaces, Dave Hunt  
Senior Administrator, Jill Sharp

### FC 224 APOLOGIES

Apologies were received and accepted from Councillors D Rodgers, J Jackson, (Personal Commitments) and A John (Work Commitments).

### FC 225 DECLARATIONS OF INTEREST

Councillor V Manro declared his interest in Agenda Item 14 – Haydon Wick ‘Living’ Magazine – Removal of MP & SBC Ward Councillor Reports. As he has a non-pecuniary interest as a Ward Councillor who regularly contributes to the magazine. Councillor Manro to leave the meeting room and hand over the Chairing role to Councillor E Baker Lee.

### FC 226 PUBLIC PARTICIPATION

One (1) member of the public was present who gave representation under Agenda Item 10, Councillor Meeting Attendance Statistics and Item 14, Haydon Wick ‘Living’ Magazine – Removal of MP & SBC Councillors Reports.

#### ***Item 10 - Analysis % breakdown of attendance figures as follows:***

- 1) Full Council 81.80% overall attendance by Councillors*
- 2) Planning and Highways 70.21% overall attendance by Councillors*
- 3) Finance & Policy 75% overall attendance by Councillors.*
- 4) Parks & Open Spaces 75.5% overall attendance by Councillors.*
- 5) Community Development 91.42% overall attendance by Councillors.*

*Therefore, overall achievable attendance across all meetings 78.60%. What should the residents expect from Councillors when tasked to attend meetings, could it be at least all Councillors attend Full council plus two other committees? If so, many councillors fall short in doing that, 10 councillors achieve that target and, in some cases, surpass that figure. However, seven Councillors only attend two meetings and one councillor only attending one meeting. So this raises the delicate mention of councillor’s allowances, should all councillors get paid the same remuneration!!?*

*When there are obvious differences in attendance. There are councillors who do not take their allowances. It could be suggested that the council look carefully into this, alter Standing Orders, if necessary, Reimburse councillors on their attendance records only, not across the board as now.*

The Chief Officer responded that this approach has been considered previously here at Haydon Wick and in at other Councils in Swindon Borough. She understood from SBC that this was not possible, and it was a simple all or nothing approach. This was statement was confirmed by other Councillors present however, she agreed to make further investigations again.

**Item 14 – Haydon Wick ‘Living’ Magazine – Removal of MP & SBC Councillor Reports.** *Believes that this is an excellent magazine and should not contain articles, claims, aspirations that could infringe on the superb work the Parish is doing. Also, that the precept is solely for the Parish to use, to promote events, carry out designated tasks, ambitions to produce an overall’s amenable living environment for Haydon Wick Residents. Considers that it should continue in its present form and size and that it is a 100% way of communicating with the residents and promotes a sense of belonging residents then comment, log or suggest articles for inclusion.*

The Chief Officer then read out three statements from J Tomlinson MP, Ward Councillor D Renard and K Tomlinson who all support keeping their articles in the magazine. They state the updates have never been a platform for Party Politics but a tool to advise/update parishioners of their concerns, questions, and queries plus it is previewed by the Editor and any issues resolved prior to publication.

The Chairman thanked the member of the public for his contribution and advised that it would be debated under appropriate the agenda Items.

**FC 227**

**CHAIRMAN’S ANNOUNCEMENTS**

Received an email from Mr Phil Eagle who was presented with the Haydon Wick Hero award - Volunteer of the Year at the Annual Parish Meeting on 29<sup>th</sup> March 2022 who thanked everyone on his and his wife’s behalf for the honour and congratulated the Council for a very successful evening.

Received an email from the son of Mr Bob McVay who was a former Haydon Wick and SBC Councillor who sadly passed away the morning of Wednesday 30<sup>th</sup> March 2022 at the age of 87. Mr Bob McVay was also a volunteer community bus driver for the Parish Council and Dial-A-Ride. Several members of the Council knew him and commented on all his efforts to the parish. The Chairman has replied to the email giving sincere condolences to the family.

**FC 228**

**MINUTES OF PREVIOUS MEETINGS**

Members confirmed as a true record the minutes of meeting held on 22<sup>nd</sup> March 2022.

**Proposed: Councillor L Brown                      Seconded: Councillor S McDermott  
Vote: Agreed with four (4) abstentions.**

**RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 22<sup>nd</sup> March 2022 and the Chairman signed the minutes.**

## FC 229

**COUNCILLORS REPORTS (& WARD COUNCILLOR REPORTS)**

<b>Councillor V Manro</b>	Nothing to report.
<b>Councillor S Heyes</b>	Met with the Borough Council's Youth Worker and suggests that the Community Development Team contacts them to see if there are any upcoming opportunities for collaborations or to share best practice.
<b>Councillor R Hailstone</b>	Queried with the SBC Ward Councillors present if the Borough Council's Anti-Social Behaviour Unit was still in place circulating Swindon. The Chairman advised that it is, and he is in discussions with Borough Officers to attend an upcoming meeting to give a presentation to the Parish Council.
<b>Councillor J Fuller</b>	Advised that due to the changed roadway priorities at the Junction of Lady Lane and Thamesdown Drive, he felt that it was now somewhat confusing junction. Queried with the SBC Ward Councillors present if SBC Highways had any plans to update this or even build a slip road off to the left? Response was that this is a three month trial and if successful may be implemented in other junctions Thamesdown Drive. It was agreed by members that this should be queried with the SBC Highways Department and the response should feature on the Planning & Highways Committee agenda to consider fully.
<b>Councillor A Roupelis</b>	Nothing to report.
<b>Councillor B Patrick-Okoh</b>	Nothing to report.
<b>Councillor S McDermott</b>	Nothing to report.
<b>Councillor E Baker Lee</b>	That the Queens Jubilee Working Party (WP) had been working very hard and has achieved a great programme for the day. Encouraged as many Councillors and Staff possible to support the event June 2 <sup>nd</sup> 2022 12pm to 5pm, in particular in setting up a rota to manage the 'Meet & Greet' table on entry to the event. More information would be forthcoming nearer the date.
<b>Councillor S Fateru</b>	Nothing to report.
<b>Councillor L Brown</b>	Nothing to report.
<b>Councillor L Rhys-Jones</b>	Nothing to report.
<b>Councillor S Callen</b>	Nothing to report.
<b>Councillor K T Naik</b>	Nothing to report.
<b>Councillor R Ross</b>	Wanted to thank everyone involved with the recent Community Matters Strategy consultation event, which had proved to be a resounding success. Also gave an update on Cliffords Meadow, that it had been discovered that the owner of the meadow sadly passed away in the summer of 2021 so more

	information and investigations were being sort. An update on Clifford's Meadow will feature on the next Parks & Open Spaces Committee agenda.
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**FC 230****CHIEF OFFICER'S REPORT**

Recently attended SBC Clerks Forum – highlights included:

**S106 & CIL** - SBC is reviewing the method of applying for s106 contributions to a more formal way of securing the transfers through a Deed of Covenant which will be drawn up by SBC.

**CIL** - As SBC's Local Plan 2036 progresses, they will need to consider if any steps are necessary to review the current CIL Charging Schedule. This will commence in this financial year and all Parish & Town Councils are a statutory consultee.

**Great British Railways HQ** - Government is reorganising railway companies and eventually need a new HQ. SBC, along with 41 other major towns and cities have submitted an expression of interest. A shortlist of locations will be announced in May along with details of a non-binding public vote that will contribute to the Government's final decision. Parishes have been asked to raise profile of the campaign. Material to follow.

**Solar Together Wiltshire – Solar Panel Group Buying scheme** - Solar Together is a group buying scheme for solar panels, which is being provided in partnership with Wiltshire County Council. The aim of the initiative is to give residents access to high quality and competitively priced solar panels. The scheme opens for registration on 9th May 2022. It is a reverse auction scheme, so installers are encouraged to offer the most competitive price. SBC need the parishes assistance to share in our community. Campaign materials to follow. Solar Together Wiltshire: planning permission queries were addressed in the minutes following the meeting:

The main restrictions are where there is an 'Article 4' direction (that essentially removes all permitted development rights) and that applies to the Railway Village area and Bishopstone Conservation Area for solar panels, or if the building is listed. This means that permission would be required (but it doesn't necessarily mean permission wouldn't be granted). In other conservation areas, they can be installed without permission if certain criteria are met.

As part of promoting the scheme, the Council will be including some Swindon specific information with regard to solar panels and planning on SBC website – in the meantime the National Planning Portal has some general information on Planning Permission: Solar panels mounted on a non-domestic building.

**LGA Peer Review** - Haydon Wick, along with a handful of other parishes, recently took part in Local Government Association Peer Review meeting. The draft report will be discussed by Cabinet, where decisions will be made around those actions on which the Borough Council will focus. The initial feedback has placed an emphasis on partnership working. Parishes could take part in similar Peer Reviews and was encouraged.

**Parish Deeds Review** - Meetings with parishes are still ongoing (Haydon Wick's is on 23<sup>rd</sup> May). It was recognised that there needs to be more focus on what Swindon Borough Council can change, rather than just concentrating on the Parishes. In July we should see drafts of new deeds in time for the end of the year.

**Councillor Allowance Survey** - SBC is surveying parishes and their Councillor allowances to feed into the Independent Remuneration Panel's survey. This will be followed up with interviews. Expect to receive a survey enquiring what our allowances are set at beginning of May/June. SBC Officers to confirm whether pro-rata allowances based on attendance was possible.

**FC 231 COUNCILLOR TITLE MISUSE**

Members received a verbal report from the Chief Officer in connection to a recent occurrence of Councillor Title misuse. Members were reminded to re-visit the Press, Media & Communication Policy document and should any member wish to have refresher training the Officers would be happy to arrange this. Councillor V Manro emphasised that should a Member wish to use their title, it must be presented to the Full Council for approval to ensure that the activity is for the benefit of Haydon Wick residents and does not have a negative impact on the Council's reputation.

**FC 232 COMMITTEE MEMBERSHIP POLICY**

Members received and agreed to adopt the Committee Membership Policy as presented. It was noted that this will be reviewed in April 2023 prior to the Council's All-Out Election Year.

**Proposed: Councillor S McDermott      Seconded: Councillor A Roupelis**  
**Vote: Agreed unanimously.**

**RESOLVED: Members agreed to adopt the Committee Membership Policy, as presented.**

**FC 233 COUNCILLOR ATTENDANCE STATISTICS**

Members received and noted the Annual Councillor Attendance information up to 20<sup>th</sup> April 2022. The meeting considered the comments made by member of the public during the public participation session at the start of the meeting. The Chairman strongly reminded Councillors that excluding the Full Council, it is a requirement under the newly adopted Committee Membership Policy that each member select a minimum of two (2) Committees for the forthcoming municipal year. As the meetings are held weekly on Tuesday evenings, these should be kept free where possible, to ensure good attendance. It was also acknowledged that during the past 18-24 months with the COVID-19 pandemic, it has been difficult for members to attend. It was suggested that a date for a social evening be arranged to unify the Parish Council for the greater good of the residents.

**FC 234 ANNUAL COUNCIL MEETING**

Members noted that the Annual Council meeting is taking place on Tuesday 3<sup>rd</sup> May 2022. Members also were reminded that the return their Committee Membership & Roles Forms by 4.00pm on 29<sup>th</sup> April 2022.

**FC 235 PARK & OPEN SPACES MATTERS**

**FC 235A**

Members received and discussed the report, in particular the Play Area Working Party's Recommendations as follows:

- To proceed with the purchase of a fire engine themed unit for Brookfield Play Area at a cost of £3,000.00 to be met from [4316/302].
- To purchase 'anti-vandal paint' signs for King George V Play Area at a cost of £100.00 to be met from [4412/402].
- Members noted that a see saw part for King George V has been purchased at a cost of £1,346.00 using last year's existing budgets.

**Proposed: Councillor R Hailstone**  
**Vote: Agreed unanimously.**

**Seconded: Councillor R Ross**

**RESOLVED: To proceed with the purchase of a fire engine themed unit for Brookfield Play Area at a cost of £3,000.00 to be met from [4316/302]. To purchase 'anti-vandal paint' signs for King George V Play Area at a cost of £100.00 to be met from [4412/402]. To note that a see saw part for King George V has been purchased at a cost of £1,346.00 using last year's existing budget.**

**FC 235B      GROUNDS MAINTENANCE FACILITY (GMF)**

Members received the report and agreed to the recommendations presented. It was noted we are currently awaiting the approval of the revised Planning Application which is due for a decision on the 15<sup>th</sup> May 2022. A second drainage report was needed for the new location which will be received and submitted to the planning officer very soon. The three quotations from potential turnkey contractors are being scrutinised by the Working Party and the final decision will be made at Full Council on the 24<sup>th</sup> May.

**Proposed: Councillor S Heyes      Seconded: Councillor R Hailstone**  
**Vote: Agreed unanimously.**

**RESOLVED: To note the status of the Grounds Maintenance Facility (GMF) Project and the upcoming key dates. Delegated Authority has been given to the Parks & Open Spaces Committee and the Chief Officer to date to progress with the GMF Project. To engage Solicitors to review contracts and SBC related legal matters up to the value of £3,500.00. To note the affected Leisure Garden Plot Holders have been given a refund in annual rent costs at a value of £30.00 plus £50.00 additional compensation and an alternative plot has been offered.**

**FC 236      ARTICLES FOR HAYDON WICK "LIVING" MAGAZINE**

Councillor S McDermott advised that due to the Annual Council Meeting Voting, could the departing Chairs and Vice Chairs please confirm their acceptance to assist in the reports and articles bearing in mind the deadline is the 26<sup>th</sup> May 2022. Acceptance was given by all.

*21.04 Councillor V Manro left the meeting due to declaration of interest and handed the Chair to Councillor E Baker Lee.*

*21.04 Chief Officer G Morgan-Denn left the meeting. Returned at 21.06.*

*21.04 Councillor Baker Lee left the meeting. Returned at 21.06.*

**FC 237      HAYDON WICK "LIVING" MAGAZINE – REMOVAL OF MP & SBC COUNCILLOR REPORTS**

A point of order was made by Councillor S Heyes concerning the publication of the Councillor S McDermott's revised proposal which was circulated to members on Monday 25<sup>th</sup> April. Standing Order 9B states written motions require 7 clear days before a meeting. It was confirmed the revised proposal was not within these time scales and Councillor S McDermott asked members to refer to her original proposal which had been circulated with the original agenda pack. The proposal was: 'That hence forth do not include pieces by the MP and Borough Councillors in Haydon Wick 'Living' Magazine'. The original proposal was then made available on Teams for members to review again.

Councillor S Heyes then raised a counter proposal which asked that a survey of the residents should be undertaken about any proposed removal and not just the Council's decision. Members then discussed how residents had been surveyed recently about the Council's communication methods and more recently during the 'Your Community Matters' strategic consultation. However specific data referring to area of the newsletter may not have been surveyed and was not available this evening to refer to. It was acknowledged that not all residents have access to the internet, and they use the hard copy magazine as a source of information and belonging. It was also clarified that the reason why the MP & SBC Ward Councillors' reports were not featured in the current newsletter was due to it being distributed during Purdah (pre-election period)<sup>1</sup>. Following more debate and a general feeling around the table that this feature should remain in the magazine, Councillor M Dermott withdrew her original proposal and a vote on the counter proposal was no longer required.

*The meeting agreed to suspend Standing Orders 4X to enable the meeting to be extended for a further 20 minutes.*

*21.20 Deputy Clerk L Cutter left the meeting. Returned 21.22*

*21.28 Councillor A Roupelis invited Councillor V Manro to return.*

*21.28 Member of Public left the meeting.*

**FC 238 ITEMS FOR THE NEXT AGENDA**

Members were asked to send any items for the Full Council to be held on Tuesday 24th May 2022.

**FC 239 EXCLUSION OF THE PUBLIC AND 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: Contractual

**FC 240 EXTERNAL GROUNDS MAINTENANCE CONTRACT**

Members received the report and following discussion to ensure the pricing presented had been given due diligence to staffing costs and materials, Council approved the Officer's Recommendations, as presented.

**Proposed: Councillor S Heyes      Seconded: Councillor S Callen**

**Vote: Agreed Unanimously.**

**RESOLVED:** To provide GLL with a provisional cost of £700.00 per annum to carry out ground's maintenance works, as presented. To note a formal contract, if costs agreed by GLL, will be presented to the next Parks & Open Spaces Committee meeting in May.

**FC 241 IT SERVICES CONTRACT**

Members received the report and approved the quotation for the renewal of the annual IT Services & Support contract, as presented. Total for the year

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<sup>1</sup>At all times, local authorities should ensure that publicity complies with all applicable statutory provisions, including the Code of Recommended Practice on Local Authority Publicity 2011. In general, authorities should not issue any publicity which seeks to influence voters, ensure that publicity relating to policies and proposals from central government is balanced and factually accurate, and comply with laws which prohibit political advertising on television or radio.

£2,980 using budget allocated – this is an increase of £180 compared to last year. [Available budget £6487 101/4024].

**Proposed: Councillor S Heyes    Seconded: Councillor B Patrick Okoh**

**Vote: Agreed unanimously.**

**RESOLVED: To approve the IT Services & Support Contract with Orchard IT Support. Total for the year £2,980. Available budget £6,487 101/4024.**

**The meeting closed at 21.37**

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

**Initials \_\_\_\_\_**