

HAYDON WICK PARISH COUNCIL

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

ATTENDANCE

MEMBERS: Councillors V Manro (Chair), E Baker Lee (Vice Chair), S Heyes, J Jackson, A John, S McDermott, L Rhys-Jones, B Patrick-Okoh, L Brown, S Fateru, K T Naik, S Callen, R Hailstone, and R Venkatesh.

OFFICERS: Chief Officer & RFO, Georgina Morgan-Denn
Head of Parks & Open Spaces, David Hunt
Finance Officer/Deputy RFO, Jodie Smart
Community Development Officer, Caroline Hunt
Senior Administrator, Jill Sharp

FC 045 APOLOGIES

Apologies were received and noted from Councillors D Rodgers, A Roupelis, and J Fuller (Personal Commitments), R Ross (Work Commitments).

19.33 Councillor L Rhys Jones joined the meeting.

FC 046 DECLARATIONS OF INTEREST

None.

FC 047 PUBLIC PARTICIPATION

There were two (2) members of the public in attendance.

1. Made representation regarding the re-positioning of the 'Happy to Chat' benches. He stated that he represented neighbours who he advised were very frightened and cross because of an anti-social youth culture during the evening and nights. It is felt that these would be better located within a play park area or in one of the open park areas. He understood that the new location would be more visible to Police/foot patrols under lighting and closer to the main road. The residents do not believe this would be the case, bearing in mind the other demands of the Police within the Swindon area. He has also been in correspondence with Councillor D Renard who he understands has emailed the Chairman and Chief Officer. The Chief Officer (CO) confirmed receipt of this. Councillor J Jackson advised that he had attended a meeting that morning and heard the objections from the residents. Councillor Manro advised that this was being dealt with by the Community Development Committee, next meeting 2nd August 22 and confirmed that it was an agenda item and if any residents would be more than welcome and wished to attend the meeting to advise the Chief Officer of the number to ensure the viability if more than five. The Chair thanked him for his attendance and comments.
2. Made representation under agenda item 14 – Local Council Award Scheme Registration. What is the timeline? CO advised submission is by 9th September 22 and decision in December 22. Asked: Will anything submitted be confidential? CO advised that mostly hyperlinks to website, so all is already in the public domain. The aim of the submission was to recognise the Council's efforts.

FC 048 CHAIRMAN'S ANNOUNCEMENTS

Wanted to thank Kate New, Youth Coordinator for the efforts put into the Murder Mystery evening and the re-arranging to a Quiz night the morning of the event due to an outbreak of COVID 19 amongst the cast. Also to Jo Newman, Memory Café Coordinator for all her work and support in bringing the event together.

FC 049 MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of meeting held on 28th June 2022 and Chairman signed.

Proposed: Councillor A John Seconded: Councillor J Jackson

Vote: Agreed with two (2) abstentions.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 28th June 2022 and the Chairman signed the minutes.

FC 050 SWINDON BOROUGH WARD COUNCILLOR REPORTS

Councillor V Manro (Priory Vale): City Fibre work and reporting issues been brought it to the attention of Head of Parks & Open Spaces (POS) to ensure that machinery is not damaged by rubble being left under hedges and in particular any splintering off to hit a member of the public. Will bring it to the attention of the Borough to ensure all work is completed correctly.

Councillor J Jackson (Haydon Wick): Is maintaining observation with regards to City Fibre work standards and has to reported to the project manager that in some areas it is being left in a messy and unkempt manner. Will update the committee at the next meeting.

FC 051 COUNCILLORS REPORTS

Councillor E Baker Lee: Attended the Food Bank based in Abbey Meads Church and was advised that donations are very welcome for items such as nappies, dried and tinned goods. This is open on a Friday between 11.00-13.00. It was noted that people in need very often do not visit the local outlet possibly due to embarrassment/awkwardness. Also asked what is happening with Thamesdown Drive as it appears there has been an increase in incidents. Chairman Manro advised that SBC is aware of this and have additional police patrols and highways officers are assessing.

Councillor L Brown: Asked where the Tommy statue is with regards to repair as November is now not that far away. Head of POST advised that a charitable resident who is an aluminium welder has it to do free of charge, it is a recurring issue where the break happens and will investigate making it stronger. Will report back at next meeting.

Councillor R Hailstone: Advised that he had attended the Swindon Borough Standards Committee and one of the main items was the design of a new Swindon Borough Flag and wondered if the parish councils would be interested in flying this. Further update at the next meeting.

Councillor J Jackson: Nothing to report

Councillor A John: Nothing to report

Councillor S McDermott: Advised that the local Steam Railway is offering child entrance charge for £1 and September Open Art Week. *Action to advertise on our Facebook.*

Councillor L Rhys Jones: Advised that she has a box of artist materials, some new to donate to a worthy cause and if anybody has any suggestions for this donation to please email.

Councillor B Patrick-Okoh: Nothing to report.

Councillor S Fateru: Nothing to report.

Councillor K Naik: Nothing to report.

Councillor R Venkatesh: Nothing to report.

Councillor V Manro: Attended the Orbital Summer Fair and thought it was well attended and that Council's stand stood out and professional. Thanked Dave Hunt for setting up and Caroline Hunt for manning the stand. Was quite surprised how few residents knew what the Council did.

Councillor S Callen: Thought the Bowls Club event was exceptional well run and successful and is still attending.

20.10 Member of the public left the meeting.

FC 052 CHIEF OFFICER'S REPORT

Confirmed that this year's AGAR (Annual Return) has been received by the External Auditors and in a queue for processing. A 'Silly Sports Event' for team building is being organised and all Councillors are welcome to join in. Please email if interested.

FC 053 COMMUNITY DEVELOPMENT COMMITTEE 5th JULY 2022 RECOMMENDATIONS

FC 053A Mobii Interactive Table Hire – Members received the report and approved the recommendations for the external hire.

Proposed: Councillor E Baker Lee Seconded: Councillor R Venkatesh
Vote: Agreed Unanimously.

RESOLVED: To approve the external hire of the Mobii Interactive Table:

- 1. To hire the Mobii Interactive Table to other parish councils.**
- 2. To hire the Mobii Interactive table to care homes, schools, and other groups within the community.**
- 3. The pricing matrix for daily hire of the Mobii Table, as presented.**
- 4. Agreed that all income from hiring Mobii Table will be ringfenced for Memory Café use.**
- 5. Adopt the Mobii Interactive Table Hire Terms & Conditions.**

FC 054 FINANCE AND POLICY COMMITTEE 19th JULY 22 RECOMMENDATIONS

FC 054A Banking Arrangements: Members received an update that the proposal to change banking arrangements had been withdrawn as the Cooperative Bank cannot offer a community bank account. The Finance Officer will continue to investigate alternatives.

FC 054B Defibrillator Donation: Members noted the donation of a defibrillator by Redeemed Christian Church of God (Christ's Love Assembly), Swindon, with cost of the installation (£300) and 50% of the first year's maintenance (£200) all to be met by the Church. Ongoing maintenance costs will be met by the Parish Council and will added to future budgets. Delegated authority given to the Chief Officer to confirm the final location of the machine.

FC 054C Allotment/leisure Garden Rates – Annual Review: Members received and approved the Officer's Recommendation noting the current RPI levels are at 11.7% affecting the cost of living for all residents, it is recommended that Council take a view to minimise the increase this year and set the increase at

4% rounded to the nearest pound, which is just under the increase for last year and makes receipting more efficient.

Proposed: Councillor E Baker Lee Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: Members agreed the rates increase as presented below.

	2021/22 Rate (£)	4% Increase for 2022/23 (£)	Concessionary rate 25% discount (£)
Goodearl			
Full plot	34.79	36	27
0.5 plot	13.45	14	11
0.25 plot	10.68	11	8
Rose Walk			
Full plot	40.73	42	32
0.5 plot	27.94	29	22
0.25 plot	14.24	15	11
Ventnor Close			
0.5 plot	34.79	36	27
0.25 plot	25.84	27	20

FC 055 FINANCE & POICY COUNCILLOR RESIGNATION

Members noted that Councillor E Baker Lee resigned from the Finance & Policy Committee leaving one (1) space to fill and this was offered out to all the all the other councillors to email the Chief Officer if interested.

FC 056 POLICY UPDATES

Members agreed to adopt the revised policies.

Proposed: Councillor K Naik Seconded: Councillor L Rhys Jones

Vote: Agreed Unanimously.

RESOLVED: To adopt the following revised policies:

- A) Training and Development
- B) Expenses and Subsistence – with a revised mileage rate from HMRC’s current rate of £0.45p per mile with a temporary uplift to £0.95p net of personal tax per mile to reflect current fuel prices. Review date to be in January 2023.

FC 057 COMMITTEE TERMS OF REFERENCES

Members received and approved the amendments to the Terms of Reference.

Proposed: Councillor B Patrick-Okoh Seconded: Councillor S McDermott

Vote: Agreed Unanimously.

RESOLVED: To adopt the reviewed Committee’s Terms of Reference:

- A) Community Development Committee
- B) Parks and Open Spaces Committee.

FC 058 LOCAL COUNCIL AWARD SCHEME REGISTRATION (LCAS)

Members noted that the registration for the LCAS Award has been submitted to the National Association of Local Council. It was acknowledged that this submission had been waiting for the Council’s strategy to be finalised. A formal resolution will come to the August Full Council meeting. The registration fee of £50 will be met from 4215/101.

FC 059 ITEMS FOR THE NEXT AGENDA

Members were asked to send any items for the Full Council meeting on the 26th July 2022 to the Chief Officer as soon as possible: e.g. LCAS.

FC 060 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: Confidential & Contractual.

20.32 Member of the public left the meeting.

FC 061 BUILDING IMPROVEMENTS

Members received and noted a verbal update from the Chief Officer and received quotations to:

- a) Upgrade the electrical distribution board at the office building.
- b) Upgrade the electrical supply for the air conditioning unit.

Proposed: Councillor L Brown Seconded: Councillor S Fateru

Vote: Agreed Unanimously.

RESOLVED:

- a) **To appoint Askwith Electrical Ltd to upgrade the electrical distribution board at the office building at a cost of £1,650 excluding VAT which will be taken from budget available £2,195.00 [4009/102].**
- b) **To appoint Askwith Electrical Ltd to upgrade the electrical supply for the air conditioning unit at a cost of £1,112.21 excluding VAT under budget available £12,230.00 [4630/605].**

FC 062 RIDE ON MOWERS CONTRACT

Members received an update on the ride on mower options and costs. After discussion Members approved the option to purchase one machine and lease another, possibly from separate companies to get the best value. This option was chosen because it would be cost neutral on the precept and allows for building a fund for replacements. Members also noted the impact on the budget over the three years will be net zero. Members discussed and gave the Chief Officer/RFO to delegated authority to approve the final purchase decision. Members also agreed to suspend the Financial Regulations and Standing Orders to enable the order to be placed swiftly, and having received just two quotations, because the suppliers and their ability to deliver in time for next year's grass cutting season were extremely limited.

Proposed: Councillor R Hailstone Seconded: Councillor K Naik

Vote: Agreed one (1) abstention.

RESOLVED: To give the Chief Officer delegated authority to proceed with purchasing one mower up to a cost of £24,261.11 and leasing another up to an annual cost of £7,600.80 per annum for three years. The funds to purchase one machine will be found from:

EMR 332	New Machinery (22/23)	£3,922.78
EMR 345	Repairs & Replacements	£3,342.04
Budget 4615	New Machinery (22/23)	£9,980.00
Budget 4514	Mower lease (23/24)	£3,399.20
Budget 4515	Mower Maintenance (23/24)	<u>£3,617.09</u>
		<u>£24,261.11</u>

To suspend Financial Regulations and Standing Orders to proceed and place the order swiftly due to long lead times for deliveries and receiving only two quotations because the suppliers, and their ability to deliver in time for next year's grass cutting season, were extremely limited.

FC 063 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY (GMF)

Members noted that the Design & Site Survey contractor has been appointed and will take approximately 12 weeks. A pre-planning application for the temporary location at Ventnor Close Allotments has been submitted and plot holders at all three sites have been updated with recent developments.

FC 064 ITT GROUNDS MAINTENANCE CONTRACT

Members noted that the Invitation to Tender for the Grounds Maintenance Contract for Autumn/ Winter 2022 has been published and the closing date is 10am on 5th August.

FC 065 COUNCILLOR NON-ATTENDANCE

Members fully discussed and noted the democratic process and law in place (LGA 1972 s.85) that governs the consequences of repeated non-attendance.

FC 066 TADPOLE FIELD

Nothing further to report as the meeting with St Andrews was cancelled.

The meeting closed at 21.17.

Chairman _____

Initials _____