

HAYDON WICK PARISH COUNCIL

Minutes of the Full Council of Haydon Wick Parish Council held on Tuesday 27th April 2021 at 7.30pm held remotely via Microsoft Teams.

ATTENDANCE

MEMBERS: Councillors L Brown (Chairman), E Baker Lee, R Hailstone, S Heyes, J Jackson, A John, S McDermott, V Manro, D Rodgers, R Ross, L Rhys-Jones, A Roupelis and R Venkatesh.

OTHERS IN ATTENDANCE: Ward Councillor D Renard (Haydon Wick)

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk/Amenities & Leisure Officer, Laura Cutter
Deputy RFO/Policy & Finance Officer, Sandra Kelly
Community Development Officer, Johanna Edwards
Head of Parks & Open Spaces (POST), David Hunt

FC 245 APOLOGIES

Apologies were received and accepted from Councillor S Callen (personal commitments). There were no apologies received from Councillors S Fateru, J Fuller and K T Naik.

FC 246 DECLARATIONS OF INTEREST

There were none.

FC 247 SWINDON BOROUGH COUNCIL (SBC) WARD COUNCILLOR REPORTS

Councillor D Renard (Haydon Wick): Extensive works being done around parish by City Fiber, receiving good reports of efficiency but also a few complaints about blocking driveways and leaving areas in a bad state. Reports are investigated once received but if there are any issues City Fiber will resolve. In Wicks Close they have left graffiti on pavements and did not sweep down afterwards. Resident tried to power wash the graffiti, but this was not easily removed.

Traffic Enforcement issues on The Brow, school parents still parking between traffic enforcement cones. Aware this is a problem across all schools, will ask Enforcement Officers to pay a visit to the school where time permits.

Road works being done in St Andrews, Haydon Wick, Moredon. All the road works at same time - can they be scheduled in such a way that they will not cause severe delays? Utility companies have specific powers and emergency works can take place without notification. SBC has been very successful with government grants for £100m worth of road improvements but they need to be used within set time frames which is not negotiable – if not worked on lose the money and scheme falls. A number should come to fruition in next few months, things will ease, and roads will be better moving forwards.

Councillor V Manro (Priory Vale): None.

Councillor S Heyes (St Andrews): St Andrews Parish Council's grounds team will be cutting back some hedges and weed clearance on Abbey Meads/ Thamesdown Drive. Some works may now need doing on the Haydon Wick Parish

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Council side of the boundary to enable the area to look even and well kempt – has discussed with Deputy Clerk to schedule works in.

FC 248 PUBLIC PARTICIPATION

There were three members of the public present. Two prospective candidates in the forthcoming parish by-election were observing the meeting. One member of the public made a representation concerning Agenda Item 10.3 Community Choices: ***To make an informed decision, should the choices not have a budget set aside to them to educate the public on the amount and for the Councillors to be aware of the project costs they are voting on?*** The Clerk confirmed that there is a £12,000 budget allocated for the scheme this year and this is the first year and we are piloting it to see how effective it is. The aim is for our community to decide what projects that they wish to have £12k spent on. Further details about scope of project and cost will be presented in further communications – at this stage we are asking members to look at some ideas being put forward. Until the project has been decided upon the costs cannot be identified.

FC 249 CHAIRMAN'S ANNOUNCEMENTS

There were none.

FC 250 PREVIOUS MINUTES

Members received and approved the minutes of the Full Council Meeting held on Tuesday 23rd March 2021.

Proposed: Councillor E Baker Lee Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED: The minutes of the Full Council Meeting held on Tuesday 23rd March 2021 be agreed and signed as a correct record when physical meetings resume.

FC 251 COUNCILLOR REPORTS

Councillor D Rodgers

A couple of times when going passed the skate park it is a bit overcrowded social distancing not being observed. 30 people there over the weekend during one session, with covid numbers rising in Swindon would it be wise to reconsider sessions and numbers. *The Clerk confirmed that this will be monitored and brought to Parks & Open Spaces in May 2021, to see if this needs to go back to an events booking system overseen by the Youth Worker.*

Councillor R Hailstone

Traffic builds up on the sharp corner by Morrisons – for example when schools come out, traffic builds up on to Westfield Way and the buses can't get round, and cars can't reverse back as all the way up Thames Avenue. Suggestion that this section is yellow hatched 'exit only when road is clear' – can we take this up with Swindon Borough Council please? Something increasingly a problem as increase in traffic. *Clerk will progress.*

FC 252 CLERK'S REPORT

Annual Council Meeting – taking place next week. All papers will be sent to members tomorrow (Wednesday) and will require councillors to consider what committees and working parties they wish to be on. Please help us by responding quickly and before the deadline of 4pm this Friday.

Encouraging more public attendance – we would like to ask our residents what they would like to see being discussed as priorities at our council meetings. To help with this we are going to change the wording of future facebook posts encouraging residents to feedback to us.

Haydon Wick Living Magazine Orders – to confirm the print, delivery and design orders have been placed for the summer edition. The print cost was compared by three suppliers and our existing printers remained the most competitive at £2,794 for 10,250 issues. A communication survey is being run this year to help with a review of how we communicate with our residents.

FC 253 POLICY & FINANCE COMMITTEE POLICY RECOMMENDATIONS

FC 253.1 To adopt the revised Financial Regulations.

Proposed: Councillor D Rodgers Seconded: Councillor S Heyes

Vote: Agreed unanimously.

RESOLVED: To adopt the revised Financial Regulations.

FC 253.2 To re-adopt the Standing Orders.

Proposed: Councillor V Manro Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To re-adopt the Standing Orders.

FC 253.3 To adopt the revised Procurement Policy.

Proposed: Councillor E Baker Lee Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED: To adopt the revised Procurement Policy.

FC 254 COMMUNITY DEVELOPMENT MATTERS

FC 254.1 Youth Update

Members noted the report on Youth activities in the Parish and it was commented there were some fantastic ideas being presented and great progress is being made. Queries were presented about the potential use of Trent Road Field for the Allstarz partnership and security issues with the TikTok competition. It was confirmed the Allstarz partnership does not have any ongoing grounds maintenance obligations and Allstarz would be using their own secure website for registering applicants. The Officers will check their ICO registration status. It was agreed to defer the TikTok competition until further advice is received however it was noted that issues with data harvesting have not been proven and are no worse than any other social media. All the data is encrypted so there should not be any issues. Officers commented that a lot of work is undertaken before projects are brought to Council's attention. There is thorough due diligence on all elements of project delivery including safeguarding, insurance, risk assessment and data protection. Councillors were asked to send ideas for consideration for future events during the summer months. After discussion Members agreed to proceed with the recommendations within the report and noted the extension of the Youth Worker's current contract

(ends June) for a further period of 12 weeks to continue with the summer delivery of events. Budget is available.

Proposed: Councillor R Hailstone Seconded: Councillor R Ross

Vote: Agreed with one (1) against.

RESOLVED: To proceed with the partnership working and delivery of youth activity events with Allstarz Community Football, to deliver three youth football workshops in May 2021.

FC 254.2 Dementia Café - Members received a presentation on the Dementia Café and noted the project's progress to date.

FC 254.3 Community Choices – Members noted the Officer's report and agreed to the recommendations within the report. Members were reassured the allocated budget would not exceed £12,000.

Proposed: Councillor D Rodgers Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To select five (5) projects which will go through to the public vote during June-August 2021. The shortlisted projects were:

1. Youth Project
2. Dementia Café Co-Ordinator & Wellbeing services (to reflect additional items such as walking football & netball sessions etc)
3. Remembrance/Memorial Statue
4. Intergenerational Arts & Cultural Event
5. Community Festival highlighting local businesses and healthy lifestyles.

Members were asked to email the Clerk if they wished to join the Community Choices Working Party.

FC 255 COUNCIL MEETING STRUCTURES

Members received and noted the revised meeting structure and draft meeting calendar for adoption from May 2021. The Clerk informed the meeting how non-councillor memberships will be encouraged on some of the working parties and on the new Community Development committee. A call out for interested residents to join the groups will be through social media, word of mouth via councillors and officers and at future meetings.

Proposed: Councillor V Manro Seconded: Councillor E Baker Lee

Vote: Agreed unanimously.

RESOLVED: To adopt the meeting structure and meeting calendar from May 2021.

FC 256 COMMITTEE, SUB COMMITTEE & WORKING PARTY TERMS OF REFERENCES

Members considered and amended various Council meetings' Terms of References. Namely:

- Community Development Committee
- Parks & Open Spaces Committee
- Planning & Highways Committee
- Finance & Policy Committee

Proposed: Councillor V Manro

Seconded: Councillor E Baker Lee

Vote: Agreed unanimously.

RESOLVED: To adopt the Terms of Reference for the Community Development, Parks & Open Spaces, Planning & Highways and Finance & Policy Committees.

FC 256.1 SUSPENSION OF TERMS OF REFERENCE PROCEDURE

Proposed: Councillor V Manro Seconded: Councillor A John

RESOLVED: To suspend the Terms of Reference Procedure 3.2 to permit the appointment of the Chairman and Vice Chairman positions of the various Committees at the Annual Council meeting on the 4th May 2021.

FC 257 FINANCIAL MATTERS – PAYMENT SCHEDULE

Members received and approved the payments. It was noted that these are recorded in excel as Omega is not set up until the year end accounts are closed.

Proposed: Councillor A Roupelis Seconded: Councillor D Rodgers

Vote: Agreed unanimously.

RESOLVED: To approve the Payment Schedule for April 2021 excel references 31 0421-52 0421, totalling £14,809.29.

FC 258 REMOTE MEETING LEGISLATION

The Clerk informed the meeting that legal challenge to continue to permit remote meetings in local government was presented by the Lawyers in Local Government (the LLG) on the 21st of April 2021. Submissions focused on whether the Local Government Act 1972 permits remote hearings as a method of decision making within a local authority. To quote the CEO of LLG in her blog: *“the irony of a case to preserve decision-making via virtual meetings taking place in a remote / hybrid court was not lost. If courts can make serious decisions in a remote or hybrid environment, should local authorities be denied the privilege?”*. The judgement of the court has been given due urgency and is expected imminently. As members are already aware Council agreed at its March meeting to implement a Scheme of Delegation for the period from 7th May until physical meetings are safe to return to. This scheme of delegation is more transparent than the previous one and I cannot see how it will present any issues. The process will enable Councillors and Members of the Public to ‘be seen and be heard’, to democratically debate on a subject and then vote. The Scheme of Delegation simply rubber stamps those decisions for the public record. My role as the Council’s impartial Proper Officer is to ensure those decisions are not changed during the delegation process. The legislation that is being challenged in the courts, if successful, will enable Councils to make their own decisions about which meetings return to face to face and which could still work satisfactorily as a hybrid/remotely.

FC 259 NEXT AGENDA ITEMS

To be passed to the Clerk in advance of the next meeting on 22nd June 2021.

The members of public and Ward Councillor Renard left the meeting at 21.22

FC 260 EXCLUSION OF PUBLIC & PRESS

RESOLVED: 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.

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FC 261 POST DEPOT FEASIBILITY

Members received an update on the POST Depot Feasibility and recommendation from the Amenities & Leisure Committee. Site A is the chosen location and will proceed with a pre planning application to SBC and pre-planning consultation with the adjacent property. Potential displaced allotment plot holders will be contacted and offered alternative plots to cultivate in conjunction with their existing plots this season.

Proposed: Councillor D Rodgers Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED TO: Progress Site A to pre-planning and consultation with adjacent properties and allotment plot holders.

The meeting closed at 21.36

Chairman _____

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