

HAYDON WICK PARISH COUNCIL

Minutes of the (Remote) Full Council of Haydon Wick Parish Council held on Tuesday 28th July 2020 at 7.30 pm held remotely via Microsoft Teams.

ATTENDENCE

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

OFFICERS: Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk, Laura Cutter
Policy & Finance Officer/Deputy RFO, Sandra Kelly

MEETING ROOM PRESENCE Councillors L Brown, R Hailstone & V Manro, Officers: Clerk & Deputy Clerk

FC 051 APOLOGIES

Apologies were received and accepted from Councillor K Naik (working commitments) and D Rodgers (personal commitments).

FC 052 DECLARATIONS OF INTEREST

Councillor E Baker Lee declared an interest in Agenda item 7.5 Approval of Payments.

FC 053 PUBLIC PARTICIPATION

There was one member of the public present who submitted the following questions in advance to the Clerk.

Value for Money – Total employee salary % of total income is 50.99%, this will rise slightly when the new officer is taken on. Would the council consider a Bench Marking exercise against other councils including some in Swindon comparing Staff Levels and Services provided. Scrutiny is I believe a necessary tool achieving transparency ensuring democratic process.

Both the Administration and Parks & Open Spaces Team salaries have been benchmarked. We undertook a benchmarking exercise for the Parks and Open Spaces Team and compared salaries against other parish councils in Wiltshire and Oxfordshire prior to setting this year's budget/precept. The exercise was undertaken in November and December last year, the outcome was agreed by the Personnel Sub Committee on the 17th December and the revised salaries were included in the annual budget/precept for 2020/21, as agreed by Full Council on the 28th January 2020.

With regards to the Administrative team our salaries are benchmarked according to the sector's guidance - this commences with the Clerk's salary and is based on criterion such as size of precept, number of staff, the number of services we provide, resources we manage etc. Once the Clerk's salary is set then the Deputy Clerk's, Finance Officer, and other roles are set according to their duties, skills and experience. We have also received guidance from recruitment agencies when setting any new position's salary.

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Item 15 Droploader - Whilst I cannot participate on Item 15, I note that there are a myriad of Electric vans available now to purchase, I may be wrong but the government is offering a 20% cash against a purchase? If you lease will it be a petrol engine or electric?

With regards to the leasing of a new vehicle - the Amenities & Leisure Committee is recommending to Full Council a short term lease whilst a feasibility project is going on. An electric vehicle is certainly an aspiration for the Council but we are not yet in a position to purchase electric and funding streams will definitely be looked into when the time comes.

The resident also suggested some changes to the agenda which the Clerk confirmed they may consider.

FC 054 CHAIRMAN'S ANNOUNCEMENTS

There were no announcements.

FC 055 MINUTES

Members received and approved the minutes of the Full Council Meeting held on Tuesday 7th July 2020.

Proposed: Councillor S Callen Seconded: Councillor J Jackson

Vote: Agreed unanimously with one abstention.

RESOLVED: The minutes of the Full Council Meeting held on Tuesday 7th July 2020 be agreed and signed as a correct record when face to face meetings resume.

FC 056 AMENITIES & LEISURE COMMITTEE MATTERS

FC 056.1 SHELTER AT HEATON CLOSE

Council noted the old skate park will be relocated to Heaton Close in August to deter vandalism from the play park, once the CCTV is live.

FC 056.2 CCTV

Committee recommended to Full Council purchasing two CCTV cameras. Cost will be met from existing budget. The CCTV cameras are mobile and can be relocated as required.

Proposed: Councillor R Hailstone Seconded: Councillor V Manro

Vote: Agreed unanimously

RESOLVED: To purchase two cameras using existing budget [302 4027] Play Areas CCTV.

FC 056.3 HAYDON LEIGH SKATE PARK

Committee received and discussed the report. It was noted if the skate park monitors would need to be DBS checked. After discussion, Full Council resolved to recommendation this in the report.

Proposed: Councillor E Baker Lee Seconded: Councillor R Venkatesh

Vote: Agreed unanimously.

RESOLVED:

a) To note the skate park shelter and graffiti wall installations – cost £2,000.

b) To give the Clerk, working with the Skate Park working party, delegated authority to stage a safe Skate Park opening.

FC 057.4 COUNCIL MEETINGS

Proposed: I Liddon

Seconded: Councillor L Brown

Vote: Agreed with unanimously.

RESOLVED: Haydon Wick Parish Council commences with a 'blended Council meeting' approach to enable face-to-face attendance combined with remote attendance for no more than five attendees (including the Officers) physically attending Council meetings. This is due to some Councillors having poor internet connectivity and not being fully seen or heard at meetings. Attendance will be strictly monitored and compliance with the Council's COVID-19 risk assessment and SLCC's checklist for 'Holding an In-Person Council meeting'.

FC 057.5 FINANCIAL YEAR 2020/21 MONTH 3

Members noted the Income and Expenditure Report and Bank Balance.

FC 057.6 APPROVAL OF PAYMENTS

Members received and approved the payments totalling £120,086.03 day-book references 1014-1068, and cash-book reference 223.

Proposed: Councillor S Callen

Seconded: Councillor I Liddon

Vote: Agreed with one (1) abstention.

RESOLVED: To approve the payments totalling £120,086.03, day-book references 1014-1068 and cash-book reference: 223.

FC 058 HWPC LIVING MAGAZINE SUMMER UPDATE

Members noted the Editor's update concerning the HWPC Living magazine summer edition. The 16 page magazine is currently at the printers. Due for delivery on Friday 31st July. Online version will go on website and post on Facebook on same day. Any issues with delivery will be reported via the distributor. Distribution points also available across the parish. Members thanked Councillor McDermott's continued time and effort on the production of the magazine.

FC 059 COUNCILLOR REPORTS

Councillor A John

Reported overhanging branches and plans to contact tree surgeons. Advised to request this work via tidyup rather than going direct to contractors

Councillor E Baker Lee

Re the Skatepark, agrees with comments on email. Wildflower areas – residents reporting that the Taw Hill area is looking untidy. Informed the resident the rationale behind implementing these areas and that they will take time to establish. Requesting that it could be made tidy. *Wildflower Working Group to consider.*

Councillor J Jackson

Re Skatepark – resident suggested encouraging more female users of the facility. Trying to identify ways of doing this and exploring contacts. Been in touch with Marilyn Beale re Seven Fields to discuss

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what issues remain unresolved and how we may address them.

Continues to be frustrated that nothing has been done to repair the lighting in the underpass on Westfield Way. The Office have reported this to SBC on many an occasion and will pursue further. *Office to escalate to Ward Councillor Renard.*

Councillor L Rhys-Jones

Has not had any more reports of break-ins to garages and asked Councillor Manro if he had any Incidents. He confirmed that he did not know of any and police have been very active in the area which may be why.

Councillor R Hailstone

The pond at the back of the Orbital Centre has dried up and the decking surrounding it has now in disrepair and has been ripped up in parts so is dangerous and needs attending to. Should we deal with it, or inform SBC? *Office to progress.* The Wildflower area at Hysopp Close has a spectacular show of orchids.

Councillor S McDermott

Asked how the blue shipping container got on to Purton Road/Elborough Road grass verge. Also, who put it there? *Office is looking into it.*

Clarified to the meeting the wildflower area at Torun Way/Maybold looks untidy due to it being dug over back when development of the area took place, unlike Hysopp Close which has been undisturbed so remains a natural meadow. The other designated Wildflower areas have also been dug over during the Northern development and they will all require re-seeding. This would have taken place but has been delayed to the Covid-19 pandemic.

Councillor S Callen

Has reported several dead trees to the Borough and they have been dealt with. Cllr Callen noted some dead trees could be left as important for the ecosystem.

FC 060

SWINDON WARD COUNCILLOR REPORTS

Councillor V Manro

Bus timetables are out of date. The revised lists are on line and will be uploaded to bus stops as soon as possible.

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Councillor S Heyes

Has been in touch with police regarding speeding cars.

FC 061

CLERK'S REPORT

Community Development Officer - has been appointed. Some councillors will already know Johanna Edwards, who previously helped us in the early stages of our VE Event planning. Jo was shortlisted out of 40 applicants by an independent recruitment agent. Five candidates were interviewed by myself, Sarah, Vinay and Laura took over my role during Johanna's interview, as she is previously worked with me. There were two strong candidates, but after a more in depth and probing second interview, Jo was by far the most competent and accomplished candidate. Fortunately, Jo joins us from Monday 3rd August and will be working 20 hours per week. One of her first tasks is to take on the skate park opening. During the interview process she gave us two excellent presentations – one about a skate park opening and another about engaging with the community when setting a future strategy. I plan to share these with the Community Engagement working party and Full Council in due course.

Trent Road – Allstarz FC have recently been using the field behind the Shield and Dagger pub for the girls football team training. They normally train in a local primary school but due to covid have had to seek other local areas. As a club they are fully insured including public liability insurance. Short term measure only.

Cliffords Meadow – Natural England has dealt with land agent. Recently the field was cut and hay has been bailed. The people doing the work have done a really good job, taking care to remove and replace bollards and locks each time they have entered and left the field. They have also left a narrow margin around the field uncut, I assume to provide a habitat area for wildlife. She is keeping in touch with land agent about aftermath grazing.

Antisocial behaviour in the Parish - Unfortunately received a large amount of graffiti and vandalism to our play parks over the last month or so.

Positives from this:

- Heaton Close – damage occurred when rocks were thrown at the equipment. A claim was put in for £1385 with our insurance so that we could carry out repairs and the full settlement has been awarded and will be paid via BACS
- Luna Close – some offensive swear words. One of the local police officers has received a confession from one of the teenagers and plans to issue them some community pay back work with us such as litter picking and street cleaning – they will be supervised via the police officers for dbs/ safeguarding issues. There will be approx. 4 x 15 year olds.
- Spate of graffiti at Luna, Voyager, Heaton, Mazurek Way, wiped off by POST and continue to inspect regularly, no issues with graffiti to report in the last week or so. The same tags are used and the photos have been provided to the police, all logged separately. Interestingly the parks are quite spread out and not in one hot spot area.

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Not so positive:

- There has been vandalism over the weekend to Brookfield Play Park (off Pond Street) which we have had to temporarily closed. The equipment (recently repaired boat) has been damaged and the wet pour has been ripped up. Safety signage has been removed and thrown in the bin. We have reported this to the police and have a reference number, our local officers have been asked to inspect the area more frequently.
- A break in to the skate park happened Friday afternoon, this was dealt with and thinking of ways to make site more secure. As discussed already CCTV is being installed.

Flytipping at Trent Road – continues in this area, despite contacting the management company for the flats, no one is taking responsibility. The police now involved as it's becoming an antisocial behaviour case.

Insurance – currently two claims in process:

- Damage to community bus mirror - being processed through an insurance claim. The wing mirror will cost a little over £300 to replace and we have an excess of £150 to pay.
- Vandalism at Heaton Close play park. Claim submitted to Zurich for approximately £1,300. The Policy states there is a £250 excess payable.

FC 062 TOWN FUND COMMUNITY ENGAGEMENT

Members noted Councillor R Ross and the Clerk have provided feedback on the draft Town Investment Plan (TIP), developed in partnership with consultants supporting the project, Stantec. The TIP has been strengthened by the supportive and constructive feedback previously provided by the community engagement panel. The aim of the TIP is to secure £25 million to fund the projects.

FC 063 ITEMS FOR NEXT AGENDA

To provide to the Clerk at least a week before the next Full Council meeting on 25th August 2020.

FC 064 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: Commercially sensitive.

FC 065 AMENITIES & LESIURE COMMITTEE RECOMMENDATION

Members noted the Committee's support to leasing a replacement vehicle for the DFSK Loadhopper (Tuc Tuc GX12 ETU) for period of 12 months whilst the POST Deport Feasibility study is in progress. After discussion members resolved to lease from Swindon Car & Van Hire on a 12 month rolling contract at £140 per week (exc. VAT), includes servicing and repairs (tyres and spare parts, cover van if off road etc.) anything due to negligence would be down to the Parish Council to maintain.

Proposed: Councillor R Hailstone
Vote: Agreed unanimously.

Proposed: Councillor L Brown

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RESOLVED: To lease from Swindon Car & Van Hire on a 12 month rolling contract at £140 per week (exc. VAT), includes servicing and repairs (tyres and spare parts, cover van if off road etc.)

FC 066 POLICY & FINANCE COMMITTEE RECOMMENDATION

Members resolved to use Gradwell Communications for the new telecoms provider. Cost is £8,800 over three years - £8,532 of monthly/quarterly rental charges and £268 of one off set up fees.

Proposed: Councillor S Callen

Proposed: Councillor V Manro

Vote: Agreed unanimously.

RESOLVED: To use Gradwell Communications as the new telecoms provider, costing £8,800 over three years - £8,532 of monthly/quarterly rental charges and £268 of one off set up fees.

Members of the Planning & Highways Committee remained in the meeting: Councillors J Fuller (Chair), I Liddon, R Ross, A John, E Baker Lee, A Roupelis, S McDermott and L Rhys-Jones.

FC 067 PLANNING & HIGHWAYS APPLICATIONS

Members of the Planning & Highways Committee considered the following planning applications:

FC 067.1	<u>S/HOU/20/0641</u>	10 Thyme Close, Pembroke Park	Erection of a two-storey rear extension.	No Objection
FC 067.2	<u>S/HOU/20/0678</u>	13 Clary Road, Haydon Wick	Erection of two storey side/ rear and single storey rear extensions.	No Objection
FC 067.3	<u>S/HOU/20/0742</u>	72 Severn Avenue, Haydon Wick	Erection of a single storey rear extension.	No Objection
FC 067.4	<u>S/HOU/20/0766</u>	59 Sunningdale Road, Swindon	Erection of a conservatory.	No Objection
FC 067.5	<u>S/HOU/20/0805</u>	10 Shipley Drive, Abbey Meads	Erection of a single storey rear extension..	No Objection

FC 068 The following Grants, Refusals, Withdrawal, Lawful Developments and Prior Approvals were noted:

S/HOU/20/0303 11 Sherford Road, Haydon Wick Erection of single storey side and rear extensions.**Granted. HWPC Comments: No objection.**

S/20/0472 Morrisons Supermarket, Haydon Wick Change of use of part of car park to car valeting operation, including the siting of an office and canopy. **Granted HWPC Comments: No objection. However, concerns were cited and given the proximity to residential properties, the operation will cause increased noise and traffic. To mitigate these concerns an alternative location was suggested – moving the proposed operation to the north west corner of the car park, next to Westfield Way.**

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S/ADV/20/0473 Morrisons Supermarket, Haydon Wick Display of various signs. **Granted HWPC Comments: No Objection. However please consider Committee's comments to S/20/0472.**

S/HOU/20/0565 45 Larchmore Close, Haydon Wick Conversion of garage into habitable space and replacement of flat garage roof with pitched roof. **Granted HWPC Comments: No objection.**

S/HOU/20/0581 26 Tracy Close, Abbey Meads Erection of a single storey side/rear extension. **Granted HWPC Comments: No objection.**

S/20/0658 60 Tweed Close Haydon Wick Prior Approval Notification for the erection of a single storey rear extension measuring 4m (from original rear wall), 3.6m (maximum height) and 2.75m (height to eaves). **Refused HWPC Comments: HWPC not required to comment.**

S/LDP/20/0506 32 Metis Close, Oakhurst Certificate of lawfulness (Proposed) for the erection of a dormer to rear. **Granted HWPC Comments: HWPC not required to comment.**

FC 069 **Traffic Calming Measures VO7 Casterbridge Road 2020** - Update: To note the Parish Council reiterated support for this proposal to go ahead. The order will be made for permanent lines to be placed on the road and enforcement powers are with the Borough Council if residents start to park on the verge. The Parish Council will not be able to fund the scheme.

Public Notice Thames Avenue – Members noted the Public Notice notifying the speed control table on Thames Avenue between junctions of Larchmore Close and Beck Close. Representations to SBC by 14th August 2020.

FC 070 **Planning Enforcement: S/19/0472** 44 High Street Haydon Wick Swindon SN25 1HX. Emailed SBC on 2nd July 2020 regarding concerns the work being undertaking contravenes the planning permissions. No response from SBC.

The meeting closed at 21.23

Chairman _____

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