

**HAYDON WICK PARISH COUNCIL**

Minutes of the Community Development Committee meeting of Haydon Wick Parish Council held on Tuesday 2<sup>nd</sup> April 2024 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

**ATTENDANCE:**

**MEMBERS:** Councillors R Ross (Chair), B Patrick-Okoh, P Park, J Jackson, V Manro

**OFFICERS:** Georgina Morgan-Denn, Chief Officer/Clerk & RFO  
Laura Cutter, Deputy Clerk & Services Manager  
Liz Mathews, Marketing and Events Co Ordinator  
Sean Pocock, Community and Youth Co Ordinator  
Julie Coe, Meetings Administrator

**ALSO IN ATTENDANCE:** Councillor R Worman

**CD 139 APOLOGIES**  
Apologies were received and noted from Councillor E Baker-Walker and J Ali (Personal Commitments). No apologies were received from Councillors G Choudhury, A Jimmy and A Roupelis.

**CD 140 DECLARATIONS OF INTEREST**  
There were none given.

**CD 141 PUBLIC PARTICIPATION**  
There were none.

**CD 142 MINUTES OF THE PREVIOUS MEETING**  
Members reviewed the minutes of the Community Development Committee meeting held on Tuesday 6<sup>th</sup> February 2024 and the Chair of the Committee signed the minutes as a true record.  
**Proposed: Councillor V Manro                      Seconded: Councillor J Jackson**  
**Vote: Agreed Unanimously**  
**RESOLVED: To confirm as a true record the minutes of the meeting held on Tuesday 6<sup>th</sup> February 2024 and the Chairman signed the minutes.**

**CD 143 CHAIRMAN'S ANNOUNCEMENTS**  
The Chair gave thanks for the recent efforts by Councillors for engaging and joining in on the litter picking over the Easter Weekend. Exciting news was also shared that ITV had been to Trent Road play area filming as part of the news regarding inclusive play provision, this is scheduled to be aired on the six (6) o'clock news on ITV 11th April 2024.

**CD 144 WELL CHURCH – UNDERGROUND YOUTH PROJECT**  
The Community and Youth Co Ordinator advised that the decoration and updating of the Underground had gone extremely well. The Youth Club will launch on the 16<sup>th</sup> April 2024, 3pm – 6pm Monday and Tuesday evenings. Initially the Youth Club will run two (2) nights per week with a view to increasing once the demand for this service is established. Members are welcome to the opening event, and it would be beneficial to establish a rota of representatives and volunteers to support this well needed venture for local young people within the parish.

**CD 145 MEMORY CAFE**

Members noted the report and were impressed with the ongoing progression of the Memory Café. Currently the number of residents and companions is averaging forty five (45) per session and the overall venue limit is 60. Various events were well received including Valentine's Day event, Chloe's Mobile Farm and presentations from the Steam Museum. Future plans for the Memory Café are in the planning process, which includes better advertising, a Companion's Café, Fish & Chip Events, and the Summer Tea Dance (25<sup>th</sup> July 2024). Members acknowledged the growing numbers at the Memory Café and discussed the future provision and venue. Members were reminded that a full report was issued to Committee in February 2024 with several options for the future provision of the Memory Café. Councillors were asked to revisit this report and perhaps bring this back to Committee in August 2024.

**CD 146**

**COMMUNITY & YOUTH DEVELOPMENT PROGRAMME**

Community and Youth Co Ordinator gave an overview on current and upcoming events and the report was noted. Updates included, that the fortnightly Haven is going well, the Over 60's Cream Tea was very well attended and thoroughly enjoyed. SK8 Jam event had wonderful footfall and the feedback was all of a positive nature. Community and Youth Co Ordinator advised of continued work on developing the 2024/2025 events programme, which is shown under Agenda 9 – Community Choices.

**CD 147**

**COMMUNITY CHOICES**

Members noted and approved d the events program presented to them in the report. The Community Choices initiative is now in its fourth year and has proven to be very successful and diverse in expanding the Council's community events programme. Each time the Community Choices programme runs, it is successful in appealing to different audiences and last year worked very well in developing a brilliant Over 60s programme, many social events at the Haydon Wick Club and some ad hoc events for the Youth inclusive of soft play sessions and a very popular Christmas party.

The focus this year, is for the events to appeal and build up a rapport to a Masculine audience, based on feedback and local needs. The suggested programme of activities also incorporates sports-based activities for the Youth, utilising the many outdoor public spaces and bringing a different offering to the Council's already well-developed programme. As well as the existing audiences still receiving established popular events like the Cream Teas, the Haven, etc.

After discussion Members agreed to the first phase of the Community Choices Event Programme and were encouraged to feed in more suggestions for September 2024 onwards.

**Proposed: Councillor R Ross**

**Seconded: Councillor J Jackson**

**Vote: Agreed Unanimously**

**RESOLVED: To approve the first phase of the Community Choices Event Programme for 2024-2025.**

**CD 148**

**ANNUAL PARISH MEETING**

The Chair updated Members on the success of the Annual Parish Meeting event. It was great to see community groups in attendance along with volunteers and the police. The community groups had great interconnection with each other offering help and ways to enhance the services they provide. Well done to the office for the work in putting this event together and to all the Councillors that came along to support the event. The office will look at ways to promote and advertise more to encourage more residents to be interested in attending this event.

**CD 149**

**MARKETING & EVENTS**

Initials \_\_\_\_\_

Members noted the marketing and events report and gave praise and welcomed the content and statistics shown. The Marketing and Events Co Ordinator has hit the ground running with plenty of projects to get to grips such as event posts, press release, finalizing Haydon Wick “Living” magazine spring edition and the Summe Event. Excellent website analytics with trends were detailed along with user behaviours and social media themes.

**CD 150**

**DISCOVERING YOUR COMMUNITY – SUMMER EVENT**

Members noted the Summer Event Proposal report. A working party meeting took place 2<sup>nd</sup> April 2024 and members were told that the suggestion for this year would be ‘Around the Parish in ‘20’ Days’. The start date suggested is Monday 29<sup>th</sup> July with the end date being on the 17<sup>th</sup> August on which date the finale Summer Spectacular would take place. The thought behind this is to sign up and start on a journey of discovery of what is available to the residents of the parish. There are currently two suggested places for the spectacular one being Haydon Leigh Primary School (with the necessary permission) or King George V play area. There will be monthly bulletins to update on the progress of this event and advertisements in bus shelters and social media to keep residents aware of this up and coming Summer Spectacular.

**CD 151**

**HAYDON WICK “LIVING” MAGAZINE**

The Editorial Working Party met prior to the Community Development Committee meeting to discuss some elements of the magazine. The previous edition was cut down in size and the layout improved to ensure the same content but saving a lot of space. This generated a large saving in print, design, and delivery.

Due to the skillset brought to the role by the Marketing & Events Co Ordinator and the easier processes by having the control over the magazine compilation in-house, it was agreed for the Marketing & Events Co Ordinator to take this on from the Summer edition and review findings ahead of the Autumn publication.

**Proposed: Councillor P Park**

**Seconded: Councillor J Jackson**

**Vote: Agreed unanimously.**

**RESOLVED: To the recommendations within the report:**

- 1. To continue with a 48pp newsletter for the Spring edition – which may be increased to include the Summer Programme Insert and Annual Report to save on additional delivery costs.**
- 2. To allow Marketing and Events Co Ordinator to design and create artwork for the newsletter.**

**CD 152**

**COMMUNITY GRANTS**

A grant had been awarded to Connecting Communities to set up monthly meetings to encourage diversity and bring communities together to the benefit of the residents of Haydon Wick Parish Council. When the grant was awarded, it was of understanding the meetings would be in the parish of Haydon Wick and for its residents. The applicant has now checked the grant criteria as a venue has been found free of charge across town. Members were reassured via the probing questions that the Parish Council was being accredited in publicity and giving residents the opportunity to attend. Feedback from the applicant was given on the percentage of families locally that attended. Members agreed to allow the grant to continue as is but with regular update and improved publicity locally.

**Proposed: Councillor J Jackson**

**Seconded: Councillor B Patrick-Okoh**

**Vote: Agreed unanimously**

**RESOLVED: To request more information is collated before a decision can be made.**

**CD 153**

**COUNCILLOR ENGAGEMENT**

Chair discussed two projects.

1. **Keep Britain Tidy**’ litter picking project took place over the Easter Bank Holiday Weekend with over twenty (20) bags of rubbish being collected. Thanks were given to the Councillors for attending with their residents and families. It was suggested that in future dates are looked at more in advance and more sociable times to encourage the residents to come and join in the ‘Keep Britain Tidy’ scheme.
2. **Sponsored Walk** - The sponsored walk boundary and walk was shared with committee, this will be held to raise money for the two charities, Best and The Kelly Foundation. The Office will need to set up fundraising pages and Chair will confirm the date and time in due course. More information to follow.

**CD 154**

**COUNCILLOR REPORTS**

**Councillor R Ross** – nothing to report.

**Councillor B Patrick-Okoh** – nothing to report.

**Councillor V Manro** – nothing to report.

**Councillor J Jackson** – nothing to report.

**Councillor P Park** – Informed members he was invited to an iftar evening at SBC (Swindon Borough Council)

**Councillor R Worman** – Informed a grant community housing fund that’s currently available which could be useful for things such as allotments.

**CD 155**

**GRANT FUNDING RECORD**

Not much to report on grant funding currently the Community and Youth Co-Ordinator is looking at three (3) options for Memory Café and Youth projects, no further information to report more to follow at the next Community Development Meeting.

**CD 156**

**OPERATIONAL BUDGET MONITORING**

Members reviewed the Budget report and noted.

**CD 157**

**ITEMS FOR THE NEXT AGENDA**

There were none.

**The meeting closed at:**

**Chairman:**

Initials \_\_\_\_\_