

## **HAYDON WICK PARISH COUNCIL**

Minutes of the Community Development Committee meeting of Haydon Wick Parish Council held on Tuesday 6<sup>th</sup> September 2022 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

### **ATTENDANCE:**

**MEMBERS:** Councillors R Ross (Chairman) B Patrick-Okoh (Vice Chair), E Baker Lee, R Hailstone, S McDermott, J Jackson, K Naik, R Venkatesh and V Manro.

**OFFICERS:** Chief Officer/Clerk & RFO, Georgina Morgan-Denn  
Deputy Clerk & Services Manager, Laura Cutter  
Community Development Officer, Caroline Hunt  
Senior Administrator, Jill Sharp

**ALSO IN ATTENDANCE** Chris Hyde (Julia's House Children's Hospice)  
SBC Ward Councillor (Priory Vale) R Heath

**CD 067                    APOLOGIES**  
No Apologies were received.

**CD 068                    DECLARATIONS OF INTEREST**  
No declarations made.

**CD 069                    PUBLIC PARTICIPATION**

1. One (1) member of the public was present who made representation under Agenda Item 14 plus previously emailed questions which have been responded to by the Deputy Clerk & Services Manager. Would like clarification that stakeholder consultations will be publicly available on the website and it was confirmed where possible they would be. Also wanted to discuss the magazine distribution which at present is confidential but when a process by the Council has been fully discussed and a decision made it would be included on the website as usual. The member of public offered to take 139 copies of the magazine if required to distribute in his local area. Members advised that this would be discussed under Agenda Item 22. The Chairman thanked him for his comments.
2. SBC Ward Councillor R Heath advised that he enjoyed the Skate Park event and noted how well organised and well attended it was. He thanked the Council for running this event.

**CD 070                    MINUTES OF THE PREVIOUS MEETING**  
Members reviewed the minutes of the Community Development Committee meeting held on Tuesday 2nd August 2022 and the Chair of the Committee signed the minutes as a true record.  
**Proposed: Councillor E Baker Lee    Seconded: Councillor J Jackson**  
**Vote: Agreed with (1) one abstention.**  
**RESOLVED: Members confirmed as a true record the minutes of meeting held on Tuesday 2<sup>nd</sup> August 2022 and the Chairman signed the minutes as a true record.**

**CD 071                    CHAIRMAN'S ANNOUNCEMENTS**  
There were none.

**CD 072**

**BIG DOG ART TRAIL – SUMMER 2023**

Members received a presentation from Project Manager at Julia's House Hospice working on the Big Dog Art Trail Event 2023. The event will feature approximately 32 large and 60-70 small sculptures. The large dogs are being sponsored by local businesses and organisations, such as McArthur Glen and Nationwide. The sculptures will be decorated by local artists and will be known as 'Swindogs'. These will be installed at key locations across Swindon, forming an accessible trail. Each smaller sculpture will be decorated by predominantly local schools and community associations. The launch will be on 15<sup>th</sup> July 2023 to 3<sup>rd</sup> September 2023. Maps will be produced as well as an app in conjunction with Swindon Travel Choices. Swindon Advertiser will also be producing a pull-out promotion for the event. The Council was encouraged to be involved in the trail and have Swindogs sited across the parish.

*20.12 Project Officer Chris Hyde left the meeting.*

*20.12 Chief Officer left the meeting and returned at 20.15.*

**CD 073**

**MEMORY CAFÉ**

Members received the report and noted the many events which have proved successful. The report included some proposed events including the start of preparations for the Christmas lunch. Councillor V Manro mentioned that a complaint had been raised about the polystyrene packaging at another event previously, and asked officers to be aware of the environmental impact when promoting these types of events. It was confirmed that although they looked like polystyrene in the picture, they were in fact cardboard and were then recycled.

**CD 074**

**YOUTH DEVELOPMENT**

Members noted a report which summarised the Summer Youth Programmes, Allstarz and Isolation & Loneliness (Community Choices). Also, highlighted the future events such as preparation of the Christmas activities. Costs, dates, and lessons learnt are noted. Councillor K T Naik asked if it was known if a sound PA system was available for the Curry, Quiz and Karaoke event. The Officer will check and report back. Councillor K T Naik advised that he has a system if required.

**CD 075**

**REDUCING ISOLATION AND LONELINESS (COMMUNITY CHOICES 2022)**

Members received and discussed the mid-year report approving the recommendations for new projects at an estimated cost of £5,334.00 to be met by Community Choices 402/4629. Discussed other ways to engage with the wider community and it was agreed that hard leaflet drops were a successful way to engage with this audience. A leaflet will be designed to advertise the programme.

1. **Park Yoga** – 6-week introduction to yoga in one of our parks and open spaces. To be provided by Buzz Gym.
2. **Soft play session** - at a Swindon soft play centre for February half-term. The food would be provided by the soft play centre, as all

Swindon soft play centres are part of the Holidays Activities and Food programme.

3. **Cream tea** - at the Council Offices for residents over 60s
4. **Halloween event** – suggestion of purchasing pumpkins, families collect them from the office, carve them and send us a photo. Prizes will be offered to the winning entries.
5. **Christmas gifts for children on HAF funding** – advertise this opportunity, children come into the office to collect a gift
6. **Friends of Mouldon Hill** – help with room hire, refreshments, tools, etc.
7. **Christmas Parcel** - Provide an extra special Christmas gift for people eligible for food parcels.
8. **Introduction to martial arts** - for those over 50, provided by BEST
9. **Christmas lunch** - at the Toby Carvery for the Over 60s.

**Proposed: Councillor V Manro                      Seconded: Councillor J Jackson**  
**Vote: Agreed Unanimously.**

**RESOLVED: Approved following programme with estimated cost of delivery £5,334.00 to be met by Community Choices 402/4629:**

1. **Park Yoga**
2. **Soft Play Session**
3. **Cream Tea**
4. **Halloween Event**
5. **Christmas Gifts for children of HAF funding**
6. **Friends of Mouldon Hill**
7. **Christmas Parcels**
8. **Introduction to Martial Arts for over 50s**
9. **Christmas Lunch for over 60s.**

**CD 076**

**BASIC LIFE SUPPORT TRAINING SESSION**

Members received a verbal offer from Councillor K T Naik for approximately 20-25 Councillors and Staff to attend a training session for about 90 minutes with medically trained staff from the Great Western Hospital in Swindon. Members agreed for Councillor K T Naik obtain suitable dates for the event and progress in the background.

**CD 077**

**COUNCILLOR REPORTS**

**Councillor R Ross:**

Nothing to report.

**Councillor B Patrick-Okoh:**

Nothing to report.

**Councillor V Manro:**

Wanted to say on behalf of the Officers that Councillors receive an invitation for each meeting and it would be appreciated if the Councillors could respond in order for Officers to know that the quorum is met. This can be done electronically, in person or via telephone.

**Councillor E Baker Lee:**

Advised that the feedback from the Skate Park Event had been very positive and impressed with the turnout. Passed thanks and good feedback to the Community Development Officer and Youth & Community Co Ordinator. Also visited the pygmy goats at Orchid Care Home with the Community Development Officer and Memory Café Co Ordinator, all were extremely

impressed with the facilities offered and that the residents had been very engaged.

**Councillor R Hailstone:**

Nothing to report.

**Councillor S McDermott:**

Nothing to report.

**Councillor R Venkatesh:**

Nothing to report.

**Councillor J Jackson:**

Nothing to report

**Councillor K Naik:**

Nothing to report.

**CD 078**

**COMMUNITY DEVELOPMENT OFFICER'S REPORT**

- A successful skate jam event was held at the skate park on Saturday 3<sup>rd</sup> September. This was held in partnership with ATB Skate Shop, who provided food and prizes for the competitions. A set of scooter wheels, scooter handlebar grips, scooter pegs, a skateboard, and a T-shirt were the prizes provided by HWPC; these were donated by the company who designed the skate park. Around 40 children attended with their parents. The Community Development Team would like to hold this as an annual celebration of the opening of the skate park.
- The new livery for the POST vehicles arrived last week, £300.00 sponsorship towards this has been donated by N & B Foods in West Swindon. A vinyl graphic for the company logo to go on will be one of the vehicles, and a joint press release.

**CD 079**

**UKRAINE CAFE**

Members received a verbal update from Councillor E Baker Lee who has been advised that some families have been housed or moved on and therefore donations and assistance has changed. Awaiting an update from Pattern Church who run a successful Ukraine Support Café and has been assisting the Parish Council with the research. The first of the cafés is due to take place in October 2022, details will be shared as the project develops.

**CD 080**

**COMMUNICATION & COMMUNITY ENGAGEMENT POLICY**

Members agreed to recommend to Full Council the Communication and Community Engagement Policy, as presented.

**Proposer: Councillor E Baker Lee    Seconded: Councillor V Manro**

**Vote: Agreed Unanimously.**

**RESOLVED: Agreed to recommend to Full Council to adopt the Communication and Community Engagement Policy.**

**CD 081**

**OPERATIONAL BUDGET MONITORING**

Members received and noted the Income and Expenditure for Month 4 (August 2022).

**CD 082**

**GRANT FUNDING**

Members received discussed and noted the report which detailed external grants applications. The UK Shared Prosperity Fund application was unsuccessful and still waiting to hear from SBC if any parishes in Swindon were successful in their applications or if all the government funding was allocated to Borough activities. This request was reinforced at the Swindon

Clerks Forum and the Swindon Local Councils Forum. The meeting heard that the Memory Café needs external funding to continue operating and as such grant funding applications are being concentrated to only this area.

**CD 083**

**NEWS BULLETINS**

Members received a verbal report from the Chief Officer proposing an electronic news feed in addition to the hard copy Haydon Wick "Living" Magazine. The Committee agreed to proceed with the idea so that Officers can proceed with looking at platforms to support the communication channel. The meeting agreed that this additional source of communication will potentially reach another audience especially those who prefer shorter electronic updates.

**CD 084**

**UPDATE ON SUMMER 2022 EDITION OF 'LIVING MAGAZINE'**

Members received a verbal update from Councillor S McDermott (Editor) who advised that the winter edition is now being prepared. She is additionally liaising with the Community Development Team to take over the production from the spring edition.

*20:56 The Committee agreed to suspend the standing orders to allow Councillor R Heath to ask a question in relation to this topic.*

Councillor Heath suggested that maybe an opt out of receiving a hard copy magazine could be a future option. Councillors thanked him for the input but having considered this previously, it would not be practicable as it would require too much administration to alter the distribution lists and make delivery much more difficult.

**CD 085**

**CHRISTMAS PARCELS AND CHRISTMAS CARD COMPETITION**

Members received information and a verbal update from Councillor S McDermott who advised that these projects have now been handed over to the office to manage. Regular updates have been scheduled and reports will feature at every Community Development Committee meeting until December 2022.

**CD 086**

**ITEMS FOR THE NEXT AGENDA**

To be given to the Chief Officer in advance of the next meeting on the 4<sup>th</sup> October 2022.

**CD 087**

**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: Contractual and Complaint.

*21.11 Member of the public left together with Councillor R Heath.*

*21.11 Councillors S McDermott and E Baker Lee left the meeting.*

*21.13 Councillors S McDermott and E Baker Lee returned.*

**CD 088**

**DISTRIBUTION OF HAYDON WICK 'LIVING' MAGAZINE COMPLAINT**

Members received a verbal update from the Deputy Clerk & Services Manager who advised that a rejection of the initial offer of compensation had now been reviewed by the delivery company and the refund offer had been increased to 50% of the original order. Members discussed this in depth and agreed that the offer should be reluctantly accepted as the costs involved in taking the matter further would outweigh the benefits. Members also acknowledged the kind offer from a member of the public to distribute in their area, however, after discussion the offer was refused as it is not clear who did, or did not, receive a copy of their magazine. As such this could result in quite a lot of duplication and the Council cannot prioritise specific areas. Residents will be encouraged once again to visit the office or call to request one is sent to them – there are 250 copies available. Members also agreed to write a public statement about the poor service received from the distribution company.

**Proposed: Councillor B Patrick-Okoh**

**Seconded: Councillor R Hailstone**

**Vote: Agreed Unanimously.**

**RESOLVED: Agreed (reluctantly) to accept the counteroffer of a 50% refund on delivery costs. A public statement about the poor service to also be published.**

**The meeting closed at 21.29**

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