

Parks & Open Spaces Committee

7th June 2023

To: All members of the Parks & Open Spaces Committee

Councillors R Hailstone (Chair), S Heyes (Vice Chair) J Ali, Ellen Baker-Walker, A Jimmy, A John, V Manro, O Munagala, R Ross and R Worman

Dear Councillor,

You are summoned to a Parks & Open Spaces Committee meeting of Haydon Wick Parish Council on Tuesday 13th June 2023 to be held at the Parish Council Offices, Thames Avenue, Haydon Wick, Swindon, SN25 1QQ.

Members are politely asked to forward any questions or queries relating to items on the agenda to the Clerk at least 48 hours prior to the meeting. Swindon Borough Council Ward Members, the public and press are also invited. Any questions for the public participation must be sent to clerk@haydonwick.gov.uk no later than 12.00pm on Monday 12th June 2023.

Yours sincerely,

Georgina Morgan-Denn

Georgina Morgan-Denn BA (Hons), FSLCC
Chief Officer/Clerk & RFO

AGENDA

1. **Apologies**
To receive and note.
2. **Declarations of Interest**
To receive any Declarations of Interest.
3. **Public Participation**
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
4. **Chairman's Announcements (if any)**
5. **Minutes of the Previous Meetings**
To accept and approve the minutes of the meeting held Tuesday 11th April 2023 (attached).
6. **Councillor Induction Training**
 - A. To review the Parks & Open Spaces Committee's Terms of Reference (attached)
 - B. To briefly review tonight's agenda
 - C. To review the Parks & Open Spaces budget for 2023/24
7. **Seven Fields**
To receive matters arising from Seven Fields.
8. **Invitation to Tender – Trent Road Field Play Area**
To note the timeline for the Trent Road Field Play Area (attached).



- 9. Councillor Reports**
To receive reports from members on attendance at external meetings or events and an opportunity for members to bring matters of interest to the attention of the Council for information or future discussion.
- 10. Deputy Clerk & Services Manager's Report**
To update on issues and actions since the last meeting that do not appear on the agenda.
- 11. Memorial Tree at Haydonleigh Skate Park**
To receive a request for a memorial tree to be planted at Haydonleigh Skate Park to remember the life of a young skater.
- 12. Leisure Gardens**
To receive an update on the plans for the Leisure Garden Competition 2023 and receive any issues arising from the Leisure Garden Sites (attached).
- 13. Head of Parks & Open Spaces' Report**
To receive an update in relation to work scheduling, team objectives and any matters arising (attached).
- 14. Wildflower, Bulbs and Trees**
To receive a report from the Working Party (attached).
- 15. Autumn/Winter Shrub & Hedge Maintenance**
To receive an update on the current schedule (attached).
- 16. Grass Cutting**
 - A. To receive an update on the current schedule (attached).
 - B. To receive a motion from Councillor V Manro on improved communications of the Grass Cutting Schedule (attached).
- 17. Parks & Projects Report**
To receive an update from the Parks & Projects Team (attached).
- 18. Parks & Open Spaces Grounds Maintenance Facility**
To receive a verbal update on the progress of the Grounds Maintenance Facility (tabled).
- 19. Operational Budget Monitoring**
To note the Parks & Open Spaces Income and Expenditure for Month 2 (attached).
- 20. Swindon Borough Council's Avian Influenza (wild birds) Guidance**
To note the guidance from SBC regarding Avian Influenza (attached).
- 21. Items for the Next Agenda**
To be sent to the Chief Officer in advance of the next meeting on 11th July 2023.
- 22. 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.
- 23. Parks & Open Spaces Grounds Maintenance Facility**
To agree any contractual elements to the project (if required).



Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.