

HAYDON WICK PARISH COUNCIL

DRAFT Minutes of the Community Development Committee meeting of Haydon Wick Parish Council held on Tuesday 1st November 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, S McDermott, J Jackson, and V Manro.

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Community Development Officer, Caroline Hunt
Memory Café Co Ordinator, Jo Newman

CD 111

APOLOGIES

Apologies were received and noted from Councillors R Hailstone and R Venkatesh (Personal Commitments) and Councillor K T Naik (Work Commitments). Also noted that Councillor V Manro may be late to the meeting due to work commitments.

CD 112

DECLARATIONS OF INTEREST

No declarations made.

CD 113

PUBLIC PARTICIPATION

There were two members of public present. One member wished to observe the meeting as he was new to the area but was a serving parish councillor at his previous residency. The other member of public asked a question in relation to Agenda 9 – Warm Spaces: *As attendees will brave the cold to arrive and only be accommodated for up to two hours, will the community bus be available to take people to alternative locations?* The Deputy Clerk advised that this is an option that has been considered but GLL Haydon Centre has a room available 1pm – 3pm on the same day as us, so it is within walking distance from the Parish Council Offices. We anticipate that further needs and ideas will be established once the attendees engage with us.

CD 114

MINUTES OF THE PREVIOUS MEETING

Members reviewed the minutes of the Community Development Committee meeting held on Tuesday 4th October 2022 and the Chair of the Committee signed the minutes as a true record.

Proposed: Councillor J Jackson Seconded: Councillor B Patrick-Okoh

Vote: Agreed unanimously.

RESOLVED: Members confirmed as a true record the minutes of meeting held on Tuesday 4th October 2022 and the Chairman signed the minutes as a true record.

CD 115

CHAIRMAN'S ANNOUNCEMENTS

Councillor R Ross thanked the team for their recent hard work at events and community engagement activities. Updated members about a recent working party meeting held with Haydon Wick Bowls Club regarding future lease renewal and receiving new trustees –to be discussed further at November's Finance & Policy and Full Council meetings. The Bowls Club has confirmed it wishes to engage further in partnership working, hosting

community events, and advertising our events under the Reducing Loneliness and Isolation Programme.

CD 116A

MEMORY CAFÉ

Members received and noted the success of previous events and the upcoming seasonal events like the Christmas Lunch and other activities.

CD 116B

MEMORY CAFÉ FUTURE PROVISION

Members received a report regarding the future provision of the Memory Café. The report included considerations to change the venue to accommodate more attendees. Members acknowledged that there are a couple of users who attend the Café who are not parishioners but have been coming to the café since the beginning and therefore their continued attendance should be honoured. After discussion, it was agreed that there is a need to secure a bigger venue and Haydon Wick Bowls Club would be ideal. It was also acknowledged that the Memory Café is vulnerable to funding and there needs to be budget associated with this delivering this service. The ability to secure Council funding for this service until end of March 2025 will demonstrate Council's commitment to delivering this service and reinforce that the Council is delivering on what the community has told us they want to see being delivered in the parish. Using Council funding rather than grant funding also frees up the Officers' time to seek and apply for grants for new services to add to the Council's growing portfolio of services for the community. The budgetary implications were explained full, and the committee agreed to include an aspiration to include funds in next year's budget. However, it was acknowledged that these aspirations must be finally agreed by Full Council as part of the annual budget setting process.

Proposed: Councillor E Baker Lee Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED:

- 1. To note the contents of the report and financials to date.**
- 2. To honour the loyalty of the existing two Memory Café members who do not reside in the parish.**
- 3. To note that new applicants from outside the parish will not be accepted.**
- 4. To double the capacity to 50 attendees and move the venue to Haydon Wick Bowls Club from January 2023.**
- 5. To secure a Memory Café service up to 31st March 2025 with a budget aspiration of £12,500 for 23/24 and 24/25 £20,850.00.**

CD 117

YOUTH & COMMUNITY

Members noted the report detailing upcoming seasonal events such as Halloween and Christmas. The report also included the success of the recent Connie the Covid Snake placement event and the Graffiti Workshop held at Haydonleigh Skate Park on Saturday 22nd October 2022.

CD 188

REDUCING ISOLATION AND LONELINESS (COMMUNITY CHOICES 2022)

Members noted the report and successful events under this initiative and future key dates and projects. Members noted the imminent start for the Ukraine Café on Wednesday 2nd November 2022 and Warm Spaces Café on Monday 7th November 2022.

CD 189

WARM SPACES

Members received the report and poster advertising the new weekly event commencing from Monday 7th November through to Friday 31st March 2023. The scheme is available on Mondays & Fridays 11am – 1pm and there will be warm refreshments free of charge. The Council also received information of nearby initiatives and will signpost attendees accordingly for assistance outside of the designated times at the Council Offices. It was noted that the Council is not eligible for the funding provided by Swindon Borough Council because the sessions are less than three hours, however, a local company has donated £300.00 to help fund the project. Members also noted a fast-tracked application to SBC for a Food Hygiene Licence has been submitted - there are no costs associated and no requirement for a site inspection.

CD 190

ENGAGEMENT WITH THE OVER 60S CLUB

Members received a verbal update from Councillors Baker Lee who recently attended the Haydon Wick Over 60s Club. It was acknowledged that the residents were pleased with the service that the Council provides and had not realised just how much the Council does. Councillor E Baker Lee confirmed she would attend future clubs and drop the Council's growing events program and posters to advertise them.

CD 192

COUNCILLOR REPORTS

19.52 Councillor V Manro joined the meeting.

Councillor R Ross:

Nothing to report.

Councillor B Patrick-Okoh:

Nothing to report.

Councillor V Manro:

Nothing to report.

Councillor E Baker Lee:

Nothing to report.

Councillor S McDermott:

Nothing to report.

Councillor J Jackson:

Nothing to report.

CD 193

COMMUNITY DEVELOPMENT OFFICER'S REPORT

- Community Allotment – rotavator is booked and once the ground is prepared this will for progression with the Community Allotment.
- Homeground Pharmacy – has recently extended its opening hours and is under new management.
- Pharmacy in Asda – extended their opening hours.
- Park Yoga – meeting booked for Thursday to discuss plans for introducing park yoga to the community next spring.

CD 194

COMMUNITY BUS SERVICE

Members received a report in advance detailing the status of the community bus service and enquiries from residents and local community groups for future events. The Chief Officer explained that budget needs to be allocated to secure the future replacement bus to ensure the sustainability of the community bus service. Members agreed to the recommendations within the report.

Proposed: Councillor E Baker Lee Seconded: Councillor V Manro

Vote: Agreed unanimously.

RESOLVED:

- 1. To note the contents of the report.**
- 2. To note the considerations for future use and discuss if the Committee would like the Officers to research further.**
- 3. To reinstate funds into the annual budget for future a replacement bus - £12,000 accrued funds in Ear Marked Reserves & £4,000 budget. Total £16,000.**
- 4. To consider an annual £4,000 accrual for the next three (23/24-25/26)**

CD 195

CHRISTMAS LIGHTS

Members noted the report detailing the cost implication of displaying Christmas lights on the Council Offices this year and the impact this may have on the energy usage and energy bills. Members noted the cost saving measures and discussed the balance of maintaining residents' expectations but being mindful of the rising costs of living. The lights this year will be displayed for a shorter amount of time and the lights will be reduced to 4 hours (4pm – 8pm) daily. Councillor V Manro confirmed he would reach out to some local businesses to see if they would be willing to sponsor the lights or the Christmas tree. The recommendation to offset the £100.00 solar FIT receipts annually to the festive enhancement budget was deferred as this decision can be made next year once further solar FIT receipts may be received from the new Grounds Maintenance Facility.

CD 196

CHRISTMAS PARCELS

Members received a verbal update regarding the Christmas Parcel Scheme 2022. Main points included a request for volunteers for packing and delivery, confirmation of the donated items from the RCCG Church and the number of applications received to date. Members noted an update on any changes of produce, providing better value for money, and the food providing multiple meals, in view of the rising cost of living.

CD 197

GRANT FUNDING

Members received discussed and noted the report which detailed external grants applications.

CD 198

OPERATIONAL BUDGET MONITORING

Members received and noted the Income and Expenditure for Month 6 (October 2022).

CD 199

BUDGET SETTING

Members received an update to advise the meeting that Budget Setting Working Party meetings have been arranged from October to January and now is the time for this Committee to consider its budget aspirations for

2023/2024. It was acknowledged that budget aspirations had been considered earlier in the evening and another aspiration to split the community choices budget in to £8,000.00 (community choices) and £4,000.00 (youth) so that the young people can decide what projects to allocate the youth budget to. The Chief Officer & Deputy Clerk also updated the meeting on a brainstorming session that took place with the Community Development Team regarding ideas to use this financial year's budget, more detail on this will be presented to Full Council.

The budget aspirations submitted are:

1. **Community Bus: To reinstate funds into the annual budget for future a replacement bus - £12,000 accrued funds in Ear Marked Reserves & £4,000 budget. Total £16,000.**
2. **Community Bus - An annual £4,000 accrual for the next three (23/24-26/27)**
3. **Memory Café - Provision up to 31st March 2025 with a budget aspiration for £12,500 for 23/24 £12,500 and 24/25 £20,850.00**
4. **Community Choices – split the £12,000 budget this year to £8,000.00 (Community Choices) and £4,000.00 (Youth)**

CD 200

UPDATE ON WINTER 2022 EDITION OF 'LIVING' MAGAZINE

Members received a verbal update from Councillor S McDermott (Editor) who advised that delivery is scheduled for this week.

CD 201

ITEMS FOR THE NEXT AGENDA

To be given to the Chief Officer in advance of the next meeting on the 6th December 2022.

CD 202

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: Sensitive.

CD 203

HAYDON WICK 'LIVING' MAGAZINE DEVELOPMENTS

Members received a report from Councillor S McDermott (Editor) on lessons learnt from the most recent edition of Haydon Wick 'Living' Magazine and reiterated the importance of meeting the deadlines set, to ensure smooth production of the magazine. There are also elements of branding and implementing key points from the strategy that needs some further influence in the magazine.

The meeting closed at 20:04

Chairman: _____