

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 11th January 2022 at 7.30pm.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chair), S Heyes (Vice Chair), A John, J Fuller, R Ross, V Manro and S McDermott.

OFFICERS: Chief Officer, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, David Hunt
Deputy Parks & Open Spaces Manager, Andy Nickols
Senior Administrator, Jill Sharp

POS 148 APOLOGIES

Apologies were received and accepted from Councillors J Jackson, K Naik, (Personal Commitments).

POS 149 DECLARATIONS OF INTEREST

Councillor V Manro declared interest as a Swindon Borough Council Ward Councillor in reference to Agenda item 17.

POS 150 PUBLIC PARTICIPATION

One (1) member of the public attended and made representation under Agenda Item 16. The member of the public gave an example of a personal experience with a group of youths on electric scooters and wanted the Parish Council to be aware.

Resolved to move forward Agenda item 16 – E-Scooters & E Bicycles on Public Footpaths.

POS 151 E-SCOOTERS & E-BICYCLES ON PUBLIC FOOTPATHS

Councillor R Hailstone reassured the member of public that the Parish Council is fully aware of the issues and have been in contact with North Swindon Police who has confirmed that it can stop/confiscate electric vehicles, but the main issue is that retailers are still legally able to sell these. Councillor S Heyes advised that it would be a benefit for each incident experienced or seen be reported to North Swindon Police as this will then assist to build up a picture of persistent places with issues and they can then focus manpower to them. The Committee agreed to pass details on to the Council's Youth Development Co Ordinator to see if any awareness can be raised through future communications and events.

19.39 Member of the Public left.

POS 152 CHAIRMAN'S ANNOUNCEMENTS

Welcomed the Deputy Parks & Open Spaces Manager who was invited to observe the meeting.

POS 153 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 9th November 2021.

Proposed: Councillor A John Seconded: Councillor S Heyes

Vote: Agreed with two (2) abstentions.

Initials _____

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 9th November 2021 and signed.

POS 154 SEVEN FIELDS

Members noted the emailed verbal update report from Councillor E Baker Lee read out by the Chairman:

1. I have asked the Seven Fields Conservation Group (SFCG) if they would like us to remove the old maps. The Group feels that they are kept for the time being please. I will take a look at them and see we can do anything to tidy them up.
2. Park Run continues to be successful and the volunteers and regularly putting down chippings in the muddiest places.
3. The Borough informed SVCG, last year, that King Bridge was to be taken away for repair in October 2021. This didn't happen and we have difficulty finding our why this was and what is going to happen next. *Action: will report back.*
4. A 15 year report on the conservation area will be available in the next couple of weeks. I will share this with the POST Committee and POST team as it contains much information that will be relevant to anyone working there.

POS 155 COUNCILLORS REPORTS

Councillor S Heyes	Advised that Swindon Borough Council (SBC) advised that some of the backlog of street lighting issues have been completed by SSE. Hopefully will be completed within the next 2-3 weeks. <i>Action: Will report back at next meeting.</i>
Councillor V Manro	Nothing to report
Councillor S McDermott	Nothing to report
Councillor J Fuller	Ref: Minutes of the 9 th November, Item POS 134 "update on the application for the entrance at Tadpole Lane." What was present position. Councillor Manro advised that he had instructed a visit by inspectors and was awaiting a report. Several resolutions were discussed but Councillors thought that the whole site required careful consideration and <i>Action: Councillor Manro would report back as soon as the inspectors had reported back.</i>
Councillor A John	Nothing to report
Councillor R Ross	Nothing to report
Councillor R Hailstone	There was an interesting item in this month's issue of The National Allotment Society publication – Composting Toilets which may be off interest. Head of POST advised that he would look in it. <i>Action: Head of POST to report back.</i>

POS 156 DEPUTY CLERK AND SERVICES MANAGER'S REPORT

Messages of thanks - Several messages of thanks have been received since returning after the festive period with regards to the Christmas Parcels, Competition Winners & acknowledgement for Tidy Up Items being resolved in a timely manner.

Street sweeper feedback – Received lots of good feedback about the recent road sweeping schedule. Examples were readout.

Covid testing kits – Since September the Parish Council has been a collection point for covid testing kits. The tests are sent to us by SBC and of late there has been several collections from residents daily. From this week, SBC is only supporting businesses on the critical government list, it has not been informed yet what will happen going forward. Further guidance will be available in the next few days.

POS Appraisals – Taking place this month with SMART objectives being set for each operative.

POS 157 PARKS & PROJECTS

Members noted the reported items of the report. Councillor Heyes asked when it could be expected that the CCTV cameras would be installed at Luna & Gaynor Close Play Areas as St Andrews Parish Council has been experiencing issues with extensive graffiti. The Deputy Clerk & Services Manager advised that the purchases were in hand and installation work will begin imminently.

POS 158 GRASS AND HEDGE CUTTING

Members noted the report and after discussion agreed to the recommendations within the report, subject to further clarification on ownership and responsibility from Swindon Borough Council.

The Parish Council is responsible for the maintenance and upkeep of low level trees (up to the height of 12ft) on areas which it owns, maintains, or leases from Swindon Borough Council. The service maps provided by Swindon Borough Council are out of date (as they were surveyed in the 1990's) and some statuses of low level shrubs and hedgerows have changed due to several years of no maintenance. Self-seeding trees have also begun to grow in line with the hedgerows. These works are now outside of the scope that the Contractors can provide within the autumn flail schedule and an aerial team is needed. Councillor V Manro suggested that the recommendations should be carried as tabled, subject to the queries on responsibility being referred to Swindon Borough Council for clarification.

Proposed: Councillor V Manro Seconded: Councillor A John

Vote: Agreed with one (1) abstention

RESOLVED:

- 1. To approve the tree works identified above at a total cost of £3,850.00 plus VAT to be met from the aborcultural budget 4301/307, subject to further clarification on ownership of some trees being received from Swindon Borough Council.**
- 2. To undertake a new Tree Survey in 2023 costs to be available at the meeting.**

POS 159 HEAD OF PARKS AND OPEN SPACES REPORT

The Committee noted the full report. There were no recommendations for the Committee to consider.

POS 160 CLIFFORDS MEADOW

Members noted the verbal report from Councillor R Ross. A resident who offered to place a 'no access/ private property' sign was advised by the Land Agent that this would not be done as has legal consequences.

Initials _____

Although it is not the Parish Council's responsibility, it was acknowledged that some residents were accessing Clifford's Meadow via a gap in the hedgerow at Luna Close Play Area and therefore it has attempted to block the missing fencing/access points. However, the last attempt, scaffold tubes were secured into the ground and even these were dug up and taken. Therefore, the owners should be contacted to resolve this issue as Natural England appear reluctant to resolve.

POS 161 LEISURE GARDENS

Members noted the full contents of the report and discussed the recommendation as follows:

1. To proceed with the purchase of steel powder coated numbers on treated timber frames, at a total cost of £788.78 to be met from 4310/305. Funds available £950.00.

Also noted that several allotments have been taken up and there are 60 remaining on the waiting list. Members confirmed that they agreed with the suggestion that the Youth Events team will be allocated a 2 x ¼ plots for special events together with the Memory Café.

Proposed: Councillor S McDermott Seconded: Councillor R Ross

Vote: Agreed Unanimously

RESOLVED: Proceed with the purchase of steel powder coated numbers on treated timber frames, at a total cost of £788.78 to be met from 4310/305.

POS 162 GREAT WESTERN COMMUNITY PROJECT (GWCP)

Members discussed and noted the full contents of the report, in particular the recommendations as follows:

1. Noted the report and assist the Officers with promoting Volunteer and Councillor assistance.
2. Noted that initial outlay costs will be received by 31st March 2021, maximum £12,255.00 and HWPC funds will be used in the interim.
3. Noted the ongoing financial impact for budget setting purposes which will be fully funded.

GWCF routine once planting is completed & financial impact - After inspection, payment will be received with 10 working days. This information will be in a grant letter, which will be sent out once our schedule of costs has been inspected by GWCF. Initial costs to HWPC until invoiced and paid by GWCF per year inclusive of 10% incremental rises. Head of POST is happy to oversee the weekend planting by the public and of course weather dependent. Write to local schools/groups as interest has been shown. Will have a 10 meters gap where the pipeline exists.

POS 163 OPTIONS FOR ELECTRIC VEHICLE HIRE

Members noted the full contents of the report and discussed Officer's recommendations:

1. To note the report and to give the Officers some guidance on a potential lease or purchase for a trial electric vehicle(s) from the new financial year 1st April 2022.
2. To note these costs will be used for budgeting purposes.

Head of POS had 3 vehicles information for the relevant usage and is presently awaiting demonstrations, information and in depth details. It was discussed at length the options of Purchase or Leasing. *Action: Head of POS will report back at next meeting.*

21.14 – Councillor V Manro left the meeting.

POS 164 PARISH TRANSFER OF SERVICES DEED

Members noted, discussed, and agreed the amendments to Schedule 1 A (Functions and Services) revised proposal. The amendments will be recommended to Full Council on 25th January 2022.

Proposed: Councillor A John

Seconded: Councillor D McDermott

Vote: Agreed Unanimously

RESOLVED: To recommend to Full Council to agree the amendments to Schedule 1 A (Functions and Services) revised proposal.

21.18 Councillor V Manro re-joined the meeting.

21.19 The Deputy Parks & Open Spaces Manager left the meeting.

POS 165 OPERATIONAL BUDGET MONITORING

Members discussed and noted the Parks & Open Spaces income and expenditure budget for Month 8.

POS 166 ITEMS FOR THE NEXT AGENDA

To be sent to the Clerk in advance of the next meeting on 8th February 2022.

POS 167 EXCLUSION OF PUBLIC & PRESS

RESOLVED: 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.

POS 168 LUNA CLOSE & GAYNOR CLOSE PLAY AREA’S – ADDITIONAL COSTS

Members noted the report and the Officers recommendations as below:

1. To settle the invoices for additional works, using the project contingency £3,500.00 and an additional £3,828.65 to be met from existing budget in 4316/302.
2. Luna Close: wet pour edging, additional wet pour surfacing repairs.
Total £3,184.00.
3. Gaynor Close: additional stone in the bark area.
Total £4,144.65.

Members agreed to settle the additional cost for Luna Close but consider that the work at Gaynor Close was avoidable and therefore should be re-directed back to the contractor.

Proposed: Councillor V Manro

Seconded: Councillor S McDermott

Vote: Agreed Unanimously

RESOLVED: To settle the invoice for additional works at Luna Close: wet pour edging, additional wet pour surfacing repairs. Total £3,184.00

POS 169 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members received a verbal update regarding the Grounds Maintenance Facility. The planning application deadline has been extended until 15th January 2022 to allow sufficient time for the drainage report to be received. The project is now at a

stage whereby it requires a project manager to oversee the development and a contractor to provide a turnkey service.

The meeting closed at 21.37

Chairman: