

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 11th July 2023.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chairman), S Heyes, E Baker-Walker, A Jimmy, P Park, A John, V Manro, O Munagala and R Worman

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Community Development Officer, Caroline Hunt
Head of Parks & Open Spaces, Dave Hunt
Meetings Administrator, Julie Coe

Also In Attendance Councillor J Fuller

POS 022 APOLOGIES

Apologies were received and noted from Councillor R Ross and J Ali (Personal Commitments).

POS 023 DECLARATIONS OF INTEREST

There were none.

POS 024 PUBLIC PARTICIPATION

There were none.

POS 025 CHAIRMAN'S ANNOUNCEMENTS

There were none.

POS 026 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 13th June 2023 as a true record.

Proposed: Councillor A John **Seconded: Councillor E Baker-Walker**

Vote: Agreed with one (1) Abstention.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 11th July 2023 and they were signed by the Chairman.

POS 027 FRIENDS OF MOULDON HILL COUNTRY PARK

Neil Pullen from Wiltshire Wildlife Trust (WWT) gave an overview of projects and future partnership opportunities at Mouldon Hill Country Park. Neil was pleased to announce five new team members including a Biodiversity Expert, Tree Climate Officer, and a Community Volunteer Officer. Mouldon Hill still attracts a good number of volunteers and has recently cleared pathways to allow wildflowers to come through, which also works well as a fire control measure. A group will be visiting 14th July 2023 to study reptiles and small mammals. It's been established that there is a community of harvest mice, and a further survey revealed a colony of very rare purple hairstreak butterflies. WWT recently met with the Barge Society to look at replacing water in the canal and with Mouldon Hill having a view of the river Ray this work will continue. WWT would like to work with the Parish Council and Swindon

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Borough Council to form a 'Friends of Mouldon Hill' group. Members confirmed their interest and support for Mouldon Hill and how some of the aims complement the climate change initiatives being considered by the Council as part of its Community Led Plan. Members suggested asking Swindon & Cricklade Railway if it would like to join the group too. It was noted that the Council's Climate Change Working Party would be the ideal group to champion the Friends of Mouldon Hill Group. Councillor R Hailstone requested join the Working Party and a future meeting will be arranged.

POS 028

SEVEN FIELDS

Councillor E Baker-Walker updated that the recent volunteer team from Nationwide worked very well in clearing the area. Requested that the Parish Council contact Swindon Borough Council regarding the annual hay cut and collection which ordinarily takes place in August/September time.

POS 029

DEPUTY CLERK & SERVICES MANAGER'S REPORT

Two complaints have been received.

- Plot Holder at Ventnor Close has been in contact with a local SBC Ward Councillor and directly with a Parish Councillor as he was unhappy with a recent Notice to Quit. The rules and regulations have been explained to the plot holder as well as the inspection process. The Head of Parks & Open Spaces and Administrator has made direct contact and will monitor the situation to see if it warrants the Notice to Quit being rescinded.
- A complaint was received with reference to hedging in Haydon End which has been passed to the Head of Parks & Open Spaces to investigate.

POS 030

COUNCILLOR REPORTS

Councillor S Heyes – nothing to report.

Councillor A Jimmy - nothing to report.

Councillor A John – nothing to report.

Councillor V Manro – nothing to report.

Councillor R Worman – nothing to report.

Councillor O Munagala - Advised he had logged a case with on tidyup@haydonwick.gov.uk reference grass cutting on behalf of a resident, received a reference number and a timescale but the works has not been completed yet. Queried if there was a way to review the programmed works so that he could update the resident without constantly enquiring with the Head of Parks & Open Spaces. It transpired that the estimated completion date is still ten days away so if work isn't completed a further update will be sent. Residents are welcome to contact Head of Parks & Open Spaces directly.

Councillor J Fuller - Advised the Committee of an email from a resident who is concerned about traffic on Mayfly Road on Tadpole Lane. Complaint stated there was three years of growth and a dangerous Willow Tree which could possibly fall and cause damage and obstruction to Tadpole Lane. *Swindon Borough Council is planning to do some resurfacing works and plans to cut back the hedges in August which should resolve some of the vegetation issues. The Planning & Highways Committee will discuss traffic calming measures to raise with SBC Highways Department.*

POS 031 FOOD CYCLE SWINDON

Members received an update that following the Annual Plot Holders meeting in October 2022, plot holders suggested donating surplus crops. Food Cycle has made contact requesting to collect spare produce from the leisure garden sites which could then be used to make three meals per week for those suffering with the recent cost of living rises and feeding their families. There will be collection points for Food Cycle to collect and they will use the produce to make meals as part of the charity work. The Community Development Officer explained another parish council uses a similar initiative called 'Crop Drop' so would make contact to see how the process works and if this is of benefit to residents.

Proposed: Councillor E Baker-Walker Seconded: Councillor S Heyes
Vote: Agreed unanimously.

RESOLVED: To implement and support a spare produce initiative across the Leisure Garden sites, in principle, subject to further research and understanding.

8.05pm The Deputy Clerk & Services Manager and the Community Development Officer left the meeting.

POS 032 LEISURE GARDEN COMPETITION

Judging to take place on 13th July at 1pm. Prizes for 1st, 2nd, & 3rd and a new category 'Best Beginner'. Volunteers are still required for judging.

POS 033 HEAD OF PARKS & OPEN SPACES' REPORT

POS 033.1

Members noted the report. Key points included the request to remove a bench from across the stream from Voyager Drive open space, this is a secluded location and anti-social behaviour is taking place in the evenings and on weekends. It was agreed that due to the amount of anti-social behaviour issues taking place in a much wider area, the criteria needed to be met. Future issues would involve reporting directly to the local PCSO and any removal of benches would be based on police evidence.

Proposed: Councillor S Heyes Seconded: Councillor A John
Vote: Agreed unanimously.

RESOLVED: Not to remove the bench but to approach the police in the first instance regarding cases of anti-social behaviour and to base any decision on Police-based evidence. To develop a formal criteria for the removal of future benches.

POS 033.2 Members also noted that the Parish Council has been asked by a local resident to hold parent and baby classes on the open space on Queen Elizabeth Drive. Two sessions have been requested to be held on 9th & 23rd August 09.30 am – 10.30am. It was agreed that there would be no charges applied. If successful, the Parish Council would support the events and help the advertising campaign.

Proposed: Councillor R Worman Seconded: Councillor A Jimmy
Vote: Agreed unanimously.

RESOLVED: To approve the use of the land at Queen Elizabeth Drive for two sessions with a view to supporting future sessions.

POS 034 SPRING/SUMMER SHRUB BED MAINTENANCE

Members noted the report. The winter maintenance schedule was not completed to the full extent which has delayed progress for the

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spring/summer schedule. The Head of Parks & Open Spaces confirmed that the team has struggled to get on top of the shrub bed schedule for the first part of the season due to machinery and resources. A proposal to remove shrub beds and hire more machinery will be presented to the Committee in September. Removing some shrub beds would ease the pressure on the team, however, removals would require a public consultation with the residents.

POS 035 GRASS CUTTING SCHEDULING AND COMMUNICATIONS

The full schedule is on the website. The schedule remains on track and is under constant review by the Head of Parks & Open Spaces and the Deputy Clerk & Services Manager.

POS 036 PARKS & PROJECTS REPORT

Members agreed to the purchase, but it was noted that the level of expenditure presented is within the Chief Officer's level of authority to approve.

Proposed: Councillor V Manro Seconded: Councillor E Baker-Walker

Vote: Agreed unanimously.

RESOLVED:

- 1. To approve the purchase of a net for Voyager Drive Play Area at £600.00 + VAT to be coded to 4305/302.**
- 2. To approve the purchase of various bearings at a cost of £200.00 + VAT for use across all play areas to be coded to 4305/302.**
- 3. To approve the purchase of wet pour safety resurfacing kits at a cost of £800.00 + VAT for use across all play areas to be coded to 4518/302.**
- 4. To note that a grinder has been purchased for the team at a cost of £90.00 and has been coded to 4314/307.**

POS 037 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Councillor S Heyes gave a verbal report that the Grounds Maintenance Facility Working Party had met with the assigned Project Manager to discuss the next steps, exchanging contracts, and scheduling pre-commencement meetings. The Deputy RFO and Chief Officer have put together an update on financing research and four possible options. This is to note only and will be addressed at the Finance and Policy Committee meeting then be put forward to Full Council when full costings and repayment figures are received.

POS 038 OPERATIONAL BUDGET MONITORING

Members noted the operational budget for Parks & Open Spaces (Month 2).

POS 039 INCOME REVENUE REVIEW

Members reviewed the income revenue report and after discussion agreed to the recommendations within the report.

Proposed: Councillor V Manro Seconded: Councillor E Baker-Walker

Vote: Agreed unanimously.

RESOLVED:

- 1. To continue to 'price per order' for Grounds Maintenance Works whilst ensuring that staff and fuel costs are covered.**
- 2. To continue with the Street Sweeper Hire at £420-£450 per day.**
- 3. To increase the Leisure Garden Rents by 4% for 2023/2024.**

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- 4. To note that Football Pitch Hire was recently increased at Full Council from £10.00 per week to £15.00 per week with effect from 1st July 2023.**

POS 040 ITEMS FOR THE NEXT AGENDA

To be given to the Chief Officer in advance of the next meeting on 8th August 2023.

POS 041 EXCLUSION OF PUBLIC & PRESS

There were none.

POS 042 PARKS & OPEN SPACES GROUNDS MAINTENANC FACILITY

None. All items covered in Min Ref: POS 037.

POS 043 TRENT ROAD FIELD PLAY AREA ITT

- Six companies were interested, two pulled out due resourcing impact, leaving four submitted tender bids.
- All four tender bids were within the assigned budget of £65,000.00.
- The bids were opened by the Chief Officer in the presence of Councillor R Worman on Friday 30th June.
- The Play Area WP met on Thursday 6th July and reviewed the documents, coming up with a list of clarification questions for each bidder.
- On Monday 17th July the Community Development Officer and Youth Worker, along with Councillors Hailstone and Manro, will be taking the redacted designs in to Greenmeadow Primary School
- The Community Development Officer will also send redacted copies of each design to Mums on a Mission & Benjamin's Smile for feedback on accessibility requirements.
- The Play Area WP will meet again on Thursday 20th July at 2pm to receive the clarification questions, score the tender bids, receive consultation feedback and prepare a recommendation for Full Council on 25th July 2023.

POS 044 STREET SWEEPER

Members reviewed the report detailing 'off hire' fees submitted from the supplier of the previous mini compact sweeper. Invoice for damages was discussed in detail with questions around the delay of the request for payment and what exactly the Parish Council was responsible for. It was suggested by the Chief Officer that payment is deferred until full facts are established and for the item to be discussed in further detail at a future meeting.

Meeting Closed at: 21.40

Signed by Chairman _____

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