

Parks & Open Spaces Committee

2nd November 2022

To: All members of the Parks & Open Spaces Committee

Councillors R Hailstone (Chair), S Heyes (Vice Chair) J Jackson, A John, V Manro, S McDermott, K T Naik, E Baker Lee, D Rodgers, and R Ross.

Dear Councillor,

You are summoned to a Parks & Open Spaces Committee meeting of Haydon Wick Parish Council on Tuesday 8th November 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 7th November 2022.

Yours sincerely,

Georgina Morgan-Denn

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

AGENDA

1. **Apologies**
To receive and note.
2. **Committee Membership Resignation**
To note that Councillor L Brown has resigned from the Parks & Open Spaces Committee.
3. **Declarations of Interest**
To receive any Declarations of Interest.
4. **Public Participation**
A period not exceeding 15 minutes for members of the public to ask questions or submit comments.
5. **Chairman's Announcements (if any)**
6. **Minutes of the Previous Meetings**
To accept and approve the minutes of the meeting held 11th October 2022 (attached).
7. **Cliffords Meadow SSSI**
To receive an update on matters arising at Cliffords Meadow (attached).
8. **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.



- 9. Deputy Clerk & Services Manager's Report**
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.
- 10. Head of Parks & Open Spaces' Report**
To receive an update in relation to work scheduling, team objectives and any matters arising (attached).
- 11. Autumn/Winter Shrub & Hedge Maintenance**
To receive an update on the current schedule (attached).
- 12. Winter Projects List**
To receive a list of winter projects for November 2022 – February 2023 (attached).
- 13. Annual Plot Holders Meeting**
To receive a report on matters arising from the Annual Plot Holders meeting held on 10th October 2022 (to follow).
- 14. Wildflowers, Bulbs & Trees**
To receive a verbal update from the Wildflowers, Bulbs & Trees Working Party (if required).
- 15. Parks & Projects Report**
To receive an update from the Parks & Projects Team (attached).
- 16. Play Area Working Party Recommendations**
To receive a verbal update from the working party on current plans for this financial year and budget aspirations for next financial year.
- 17. Parks & Open Spaces Grounds Maintenance Facility**
To receive a verbal update on the progress of the Grounds Maintenance Facility.
- 18. Operational Budget Monitoring**
To note the Parks & Open Spaces Income and Expenditure for Month 6 (attached).
- 19. Budget Setting**
To receive any budget aspirations for 2023/2024.
- 20. Items for the Next Agenda**
To be sent to the Chief Officer in advance of the next meeting on 13th December 2022.
- 21. 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 & Complaint.
- 22. Autumn/Winter Shrub & Hedge Maintenance Works**
To receive an update regarding the planned works for the remainder of the Autumn/Winter period (to follow).
- 23. Mini Compact Sweeper Hire Contract**
To note the Finance Company's interest rises and impact on the agreed 5-year contract hire (to follow).

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.