

## Parks & Open Spaces Committee

2<sup>nd</sup> November 2021

**To: All members of the Parks & Open Spaces Committee**

Councillors J Fuller, R Hailstone (Chair), J Jackson, A John, S Heyes (Vice Chair), S McDermott, V Manro, K T Naik and R Ross.

Dear Councillor,

You are summoned to a Parks & Open Spaces Committee meeting of Haydon Wick Parish Council on Tuesday 9<sup>th</sup> November 2021 at 19.30 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](mailto:clerk@haydonwick.gov.uk) no later than 12.00pm on Monday 8<sup>th</sup> November 2021.

Yours sincerely,

***Georgina Morgan-Denn***

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

### AGENDA

- 1. Apologies**  
To receive and approve.
- 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 12<sup>th</sup> October 2021 as a true record (attached).
- 6. Seven Fields**  
To receive a verbal update from Councillor E Baker Lee on any matters arising from Seven Fields.
- 7. Councillor Reports**  
To update on issues and actions since the last meeting that do not appear on the agenda. For information only.



- 8. 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.
- 9. Parks & Projects**  
To receive an update on parks & projects and agree any matters arising (attached).
- 10. Vehicle Audit**  
To receive an update on the Council's vehicles (attached).
- 11. CCTV Update**  
To receive an update on the Council's CCTV (attached).
- 12. Grass & Hedge Cutting**  
To receive an update on the grass/hedge cutting schedule (to follow).
- 13. Head of Parks & Open Spaces' Report**  
To receive an update in relation to work scheduling, team objectives, winter projects and any matters arising (to follow).
- 14. Hire of the Mini Compact Sweeper**  
To receive an update on the progress of the compact mini sweeper (to follow).
- 15. Trees, Wildflowers and Bulbs Working Party**  
To receive suggested dates and ideas for volunteers to assist in the bulb planting (attached).
- 16. Budget Aspirations**  
To receive budget aspirations for 2022/2023.
- 17. Operational Budget Monitoring**  
To note the Parks & Open Spaces expenditure for Month 7 (to follow).
- 18. Items for the Next Agenda**  
To be sent to the Chief Officer in advance of the next meeting on 11<sup>th</sup> January 2022. Please note any urgent items can be discussed at Full Council on 14<sup>th</sup> December 2021.
- 19. 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.
- 20. Parks & Open Spaces Grounds Maintenance Facility**  
To receive an update on the Parks & Open Spaces Grounds Maintenance Facility and agree any matters arising.

**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.**