

## **HAYDON WICK PARISH COUNCIL**

Minutes of the Amenities & Leisure Committee of Haydon Wick Parish Council held on Tuesday 13<sup>th</sup> April 2021 at 7.30pm remotely via Teams.

### **ATTENDANCE**

**MEMBERS:** Councillors R Hailstone (Chairman), E Baker Lee, L Brown, S Heyes, K T Naik, R Ross

**OFFICERS:** Clerk, Georgina Morgan-Denn  
Deputy Clerk, Laura Cutter  
Head of Parks & Open Spaces, David Hunt

The Chairman opened the meeting with a minute silence in honour of the passing of HRH The Prince Phillip, Duke of Edinburgh's death and to reflect upon the remarkable service he has provided to the Country.

**AL 137**

### **APOLOGIES**

Apologies were received and accepted from Councillors J Jackson (personal commitments), R Venkatesh (personal commitments) and V Manro (council commitments).

**AL 138**

### **DECLARATIONS OF INTEREST**

Councillor L Brown advised due a recent appointment of a new staff member; she may have an interest in items relating to POST matters.

**AL 139**

### **PUBLIC PARTICIPATION**

There was one member of the public present who congratulated the Officers for a quick and detailed explanation to their questions sent in advance of the meeting.

**1) The external Grounds maintenance contractor who is doing advance work, is this still under the 21/22 budget or are we using the £3908 still available?** Countrywide Grounds Maintenance is carrying out the works one month earlier than planned and we have sufficient budget for our 21/22 for it to take place as we budget each year for contingency cuts at the beginning and end of the every season.

**2) Item 12 agenda - Are the log numbers reflective of all incoming enquiries? Or are those shown just associated with Parks and Open Spaces?**

The log numbers are those in response to the Parks & Open Spaces enquiries for the Parks & Open Spaces Team.

**3) Shouldn't the log be ALWAYS up to date regardless of annual leave etc, cover and delegation by office staff! And should the log have time scales, actions arising and outcomes?** The log is always up to date and accessible by all staff by the end of each working day ready for the following day. On the live document there is additional sections for comments, outcomes and who completed, this information help feed into the POST Statistics presented at Committee meetings. The timescales/ objectives/deadlines/planning and resourcing are managed by the Head of that division. The daily work sheet included in the report is just a sample.

**AL 140**

### **CHAIRMAN'S ANNOUNCEMENTS**

None.

**AL 141**

### **MINUTES**

Members received and approved the minutes of the Amenities & Leisure Committee Meeting held on Tuesday 9<sup>th</sup> March 2021.

**Proposed: Councillor L Brown      Seconded: Councillor E Baker Lee**  
**Vote: Agreed unanimously.**  
**RESOLVED: The minutes of the Amenities & Leisure Committee Meeting held on Tuesday 9<sup>th</sup> March 2021.**

**AL 142**

**CHERRY TREE AVENUE**

Following questions asked within the Chair's Amenities & Leisure article for the Haydon Wick "Living" magazine, the Council received a request from a local resident to plant cherry trees to create an avenue from the footpath that runs from Thames Avenue to Hamble Road. Since the publication, cherry blossom trees had been planted at Orchid Vale creating the Covid-19 Memorial. The Head of Parks & Open Spaces confirmed that the location would be suitable to plant such trees, but a further site visit would need to take place to establish the scope of works required and potential costs. After discussion, the Committee agreed to collate all suggestions and if necessary, run a public consultation to establish which location would be most desirable.

**AL 143**

**COUNCILLOR REPORTS**

**Councillor L Brown**

Reported an incident of someone being locked in KGV Play Area and needing to call the Landlord of the adjacent pub to allow them to leave via their gate. *The Deputy Clerk advised this has not been reported officially by the person affected but considering the Chairman's comments, the security provider was contacted to provide an explanation. The security provider confirmed that they are confident that no one was left in the park when they locked up, the park is thoroughly checked. The security provider understood the conditions of the contract. If necessary and time/date is known, the CCTV can be investigated.* Requested an internal sign to be displayed confirming the contractors' details if someone should accidentally be locked in after hours.

**Councillor E Baker Lee**

Advised that wild garlic has been planted at Rex Barnett Walk, instead of paperwhite daffodils.

**Councillor KT Naik**

Advised the bulbs planted last year have not flourished as much as the bulbs planted in previous years. Will send across photos to the office to report concerns back to the suppliers.

**Councillor S Heyes**

Has walked many miles around the parish over the last couple of weeks and confirms all is in good order, the area is looking well maintained.

**Councillor R Ross**

Queried whether the article submitted in the Haydon Wick "Living" magazine with regards to Clifford Meadow last summer, can be reshared to update residents on the Council's position and advise who is responsible for maintenance/ why it is maintained in a special way.

**Councillor R Hailstone**

There is a significant showing of cowslips growing in the trial wildflower location at Hyssop Close, as this area has seen the best results, could the area be extended? *Head of POST to*

*investigate with the Grass Team Leader and see if can increase the area by a maximum of 10%.*

*7:18pm Councillor R Hailstone dropped out of the meeting.*

*7:21pm Councillor R Hailstone rejoined the meeting.*

**AL 144**

**CLERK'S REPORT**

**Benjamin's Smile Charity** – Passed on their thanks for all the Council's support with Benjamin's Smile and the Inclusion Campaign. Will be attending the Play Area WP at the end of the month so should have some further updates at future Committee meetings.

**Allotment Competition 2021** – Will be advertised shortly ready for judging in July 2021.

**Swindon Borough Council (SBC) Dog Warden** – Received an informative response from the Dog Warden confirming that a new Animal Warden has joined the team. Many fouling complaints have been received and SBC is taking steps to mitigate. Dog Warden is happy to have a meeting with us to discuss enquiries. Lengthy and informative email response will circulate to Members.

**Seasonal Tidy Up Operative** – A new seasonal operative, has now been appointed to the Tidy Up team and will be with us until the beginning of October.

**Open Space Opposite Mazurek Way** - Request from SBC regarding holding a fun fair on the open space opposite Mazurek Way. SBC has given permission as the landowners, but the Parish Council is also asked if this would be acceptable to avoid any potential conflicts with planned grounds maintenance for this area. Head of POST to meet with fun fair provider to discuss further.

**The Great Haydon Wick Grow Off Event** – Taking place on Monday 19<sup>th</sup> April 4.30pm at the Council Offices – children invited to meet Youth Worker and Community Development Officer to plant some sunflowers, take them home and grow them throughout the summer ready to bring them back for a biggest sunflower competition. The Council teamed up with Morrisons who has donated sunflower seeds and compost to help our event.

**Graffiti Mouldon/TDD Underpass (Haydon Brook Bridge)** – Checked with the Bridges & Structures Manager at SBC, who had issues with the type of street art the Council is requesting. A proposal would need to be carefully thought through as to not make the area unattractive to pedestrians, also to mitigate issues with the water course and advice that potential planning conditions may need to be investigated.

**AL 145**

**WILDFLOWERS & BULB PLANTING REQUESTS**

The Committee noted recent requests for residents to use the open spaces adjacent to their properties to plant bulbs and enhance. After discussion, the Committee agreed to give delegated authority to the Head of Parks & Open Spaces to review the cases and give permission based upon his findings. A list of confirmed locations will be reported retrospectively within the reports to Committee.

**Proposed: Councillor R Hailstone    Seconded: Councillor S Heyes**

**RESOLVED: To give delegated authority to the Head of Parks & Open Spaces to review and give permission for wildflower and bulb planting requests.**

**Vote: Agreed unanimously.**

**AL 146**

**GRASS & HEDGE CUTTING AND WINTER PROJECTS**

The Committee noted the Grass, Hedges and Winter Projects Report. There were no recommendations for the Committee to consider.

**AL 147**

**PARKS & PROJECTS**

The Committee noted the report. There were no recommendations for the Committee to consider. A Play Area Working Party meeting will be scheduled upon receipt of the external play area inspection report for 2021 and ahead of finalising tender documents for 2021/2022 project delivery.

**AL 148**

**HEAD OF POST REPORT**

The Committee noted the report detailing recent works completed, team objectives and any upcoming projects. There were no recommendations for the Committee to consider. The Head of POST updated that events may be taking place on the Mondays throughout May via the Council's Youth Worker at Trent Road Field with a local football provider Allstarz – further information will be given at the upcoming Full Council meeting.

**AL 149**

**TERMS OF REFERENCE**

The Clerk advised of amendments to the Committee's Terms of Reference and some items for consideration across all the Council's Committees. The Committee agreed to the proposed amendments for Amenities & Leisure and will recommend Full Council to adopt them on the 27<sup>th</sup> April 2021 in preparation for the Annual Council Meeting on the 4<sup>th</sup> May.

**RESOLVED: To recommend to Full Council that the Committee's Terms of Reference as presented be adopted.**

**Proposed: Councillor S Heyes      Seconded: Councillor R Ross**

**Vote: Agreed unanimously.**

**AL 150**

**ROUNDUP OF 2020/2021 COMMITTEE PROJECTS**

The Committee noted the Officers report with regards to the projects completed during 2020/2021 and received an update on projects that are still ongoing.

**AL 151**

**HYSSOP CLOSE CONSULTATION RESULTS**

The Head of Parks & Open Spaces confirmed the responses received following the Hyssop Close Consultation. After discussion, it was agreed not to progress with the enhancement of the area with the installation of a footpath and bench due to previous anti-social behavior at this location and residents' concerns that this could reoccur. The Council will contact residents thanking for their feedback and advise of the outcome. Cutting back of hedges only relates to a small number of properties so this can be discussed in further detail with those properties with a view to carrying out the works after birds nesting season in line with the autumn shrub/hedge cutting schedule.

*20:58 Member of Public left the meeting.*

**AL 152**

**VOLUNTEER LITTER PICKERS**

The Committee noted the Officers report on the current amount of volunteer litter pickers and how this has increased significantly during the pandemic. The Council currently has over 50 litter picking volunteers and 24 volunteers on the waiting list awaiting an equipment delivery. Equipment is in high demand, so the supply chain is subsequently delayed.

**AL 153**

**SEVEN FIELDS**

The Committee received a verbal report from Councillor Baker Lee with regards to any items arising at Seven Fields. Key points included:

- The pile of wood chippings at Stour Walk car park is going down quickly, there is also some fly tipped branches/twigs.
- The map for Seven Fields has been completed and will be ready to publicise soon, a black and white copy has also been received so that the Council could look to run a colouring competition in May.
- To protect the wildflower meadows could the Head of POST investigate to see if the designated pathways could be cut more frequently. Seven Fields Conservation Group is distributing leaflets and displaying posters to help educate the community on wildflower meadows.
- Consideration of CCTV cameras to be placed at the main entrances within the parish but acknowledged this may be impractical, open requests for more CCTV cameras and Seven Fields is not the Parish Council's asset as is still owned by Swindon Borough Council.

**AL 154**

**HIRE OF PUBLIC OPEN SPACES**

The Committee discussed recent enquiries about using open spaces for outdoor fitness classes such as group sessions and personal trainers. Researching other parish and town councils confirms charges may be applied for private hire of open spaces. It was agreed that during the pandemic the Council should promote outdoor activity. Prices would depend on the location, numbers, and type of event. Other events within the parish are well supported by the Council but these events do not receive income. The Officers will bring back a policy and pricing matrix at a future date for the Committee to consider.

**AL 155**

**OPERATIONAL BUDGET MONITORING**

Members received and noted the Month 11 Income & Expenditure report for Parks & Open Spaces cost centres.

**AL 156**

**ITEMS FOR THE NEXT AGENDA**

To be sent to the Clerk in advance of the next meeting.

**AL 134**

**EXCLUSION OF PUBLIC & PRESS**

**RESOLVED:** 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: Confidential.

**AL 135**

**POST DEPOT FEASIBILITY**

The Committee received a verbal update from the Depot Feasibility Working Party. Two sites were presented and after discussion Site A will proceed with a pre planning application to SBC and pre-planning consultation with the adjacent property. Potential displaced allotment plot holders will be contacted and offered alternative plots to cultivate in conjunction with their existing plots this season.

**RESOLVED: To recommend to Full Council that Site A will proceed to pre-planning and consultation with adjacent properties and allotment plot holders.**

**Proposed: Councillor E Baker Lee    Seconded: Councillor K T Naik**

**Vote: Agreed unanimously.**

The meeting closed at 21.24

**Chairman:**