

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 10th December 2024 at 19.30 held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

- ATTENDANCE MEMBERS:** Councillors V Manro (Chairman), S Heyes (Vice Chair), J Ali, E Baker-Walker, S Fateru, J Fuller, R Hailstone, J Jackson, A Jimmy, A John, O Munagala, P Park, B Patrick-Okoh, R Ross, A Roupelis, L Stevenson, R Worman
- OFFICERS:** Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk & Services Manager
Jodie Smart, Finance Officer and Deputy RFO
Julie McMorrow, Meetings Administrator
- FC 129** Apologies were received and noted from Councillor G Choudhury (Personal Commitments).
- FC 130** **DECLARATIONS OF INTEREST**
None.
- FC 131** **PUBLIC PARTICIPATION**
There were none.
- FC 132** **CHAIRMAN'S ANNOUNCEMENTS**
Chairman announced the Parish Council has again chosen to send an E-Christmas Cards instead of paper cards. The £200 saving will be donated to Swindon Food Collective. Announced that the Finance Officer/ Deputy RFO has resigned and leave the Council at the end of February 2025.
- FC 133** **MINUTES OF PREVIOUS MINUTES**
Members confirmed as a true record the minutes of the meeting held on Tuesday 26th November 2024.
Proposed: Councillor A John **Seconded: Councillor L Stevenson**
Vote: Agreed with one (1) Abstention.
RESOLVED: Members confirmed as a true record the minutes of the meeting held on Tuesday 26th November 2024 and the Chairman signed the minutes.

Cllr O Munagala joined the meeting at 7.37pm
- FC 134** **SWINDON BOROUGH WARD COUNCILLOR REPORTS**
None were present or received in their absence.
- FC 135** **COUNCILLOR REPORTS**
Councillor J Fuller – Progressing issues with no white lining on the Blunsdon Road. Escalated it to the Ward Councillor for SBC and it is being passed on.
Councillor L Stevenson – Data has been collected regarding the defibrillators and there are six (6) identified in the area - a report will follow in due course. Also attended and very much enjoyed the Christmas Carnival.
Councillor J Jackson – Attended the Christmas Carnival.
Councillor B Patrick-Okoh – Attended the Christmas Carnival.
Councillor E Baker-Walker – Enjoyed the Carnival and the parade. Received a call regarding a meeting at Sanctuary Housing from a concerned resident and will follow this up and report back. A tree was cleared by POST team although not our responsibility – thank you. Also flooding concerns at two homes in Thames Avenue and working with Thames Water. Will report back when further information is available.
Councillor A John – Attended the Christmas Carnival.
Councillor P Park – Attended the Haven Christmas lunch which was wonderful. and attended the Christmas Carnival to help clear down but due to the weather this had

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already been done. Confirmed Secretary at Seven Fields has resigned and she and her vast knowledge will be missed. Attended the carols service at Haydonleigh School.

Councillor R Hailstone – Attended Christmas Carnival. Advised of a flooding pond which was reported on Points West near Wheatlands and Bryony Way, ownership needs establishing as it needs dredging. *Action: Deputy Clerk to identify ownership.*

Councillor S Heyes – Also attended the Christmas Carnival which was enjoyable noticed a few difficulties but useful learning points for next year.

Councillor V Manro – Is being profiled in the latest Wiltshire Association of Local Councils newsletter.

Councillor R Worman – attended various Working Party and Personnel Sub Committee meetings.

No Representation at Parish Activities, Meetings or Events This Month

Councillor A Jimmy – Nothing to report

Councillor S Fateru – Nothing to report

Councillor J Ali – Nothing to report

Councillor A Roupelis – Nothing to report

Councillor O Munagala – Nothing to report

FC 136

CHIEF OFFICER'S REPORT

Chief Officer attended Swindon Borough Council's (SBC) 'Swindon Let's Talk' consultation events. This was specifically for 'partners' and so several other parishes were there, along with sporting hubs and public service representation. Discussions took place to work with SBC to make Swindon a better place, this will evolve over time and further information will be made available as this progresses.

Call out for raffle prizes as they are still needed for the final Haven of the year and the Memory Café. POST stats confirm that since beginning of September, 137 jobs have been logged and 125 have been completed. Of those outstanding there are two (2) awaiting completions from SBC.

Contact has been made with CCLA to discuss investment options. A presentation will follow in the New Year. *Action: Deputy RFO to confirm CCLA attendance at Full Council or Finance & Policy in February 2025.*

FC 137

ACTIONS ARISING FROM PREVIOUS FULL COUNCIL MEETINGS

Members noted the actions arising from previous meetings.

FC 138

COUNCILLOR RESIGNATION

Members noted the resignation of Councillor G Choudhury and were advised on the next steps which are the vacancy will be advertised for the next 14 days and if an election is called before the 2nd January, then the Parish Council will incur £20,000 of election fees. If, however, there isn't an election called, the Parish Council can arrange a Co-option vacancy.

FC 139

GROUNDS MAINTENANCE FACILITY – PUBLIC WORKS LOAN

The Loan was taken out on the 11th December at a slightly lower interest rate at 5.6%. No further update however of the completion of the Grounds Maintenance Facility due to SSE delays on completing the works.

FC 140

PARKS & OPEN SPACES: GROUNDS MAINTENANCE END OF SEASON AUDITS

FC 140A

Members received the Grass Cutting Audit. Improvements have been made due to smarter working schedules.

FC 140B

Members received the Hedge & Shrub Cutting Audit It was noted that this is a useful summary and report to look at to keep on track.

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FC 141

TREE WORKS

Members received a quotation. The resident involved has stated the tree is now causing damage to his property due to the roots lifting parts of his garden, garden gates and general damage. Deputy Clerk recommends Option Two (2) on the report which sits within budget. Councillor Stevenson suggested the use of wood chipping in areas such as Seven Fields which is a more economic product and environmentally friendly.

Proposed: Councillor R Ross

Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To proceed with the quotation for removal of the tree in Rose Walk Leisure Garden site at a cost of £750.00 to be met from existing budgets.

FC 142

FINANCE MATTERS

FC 142A

Members noted the income and expenditure to November 2024

FC 142B

Members received the Bank Statements and Bank Reconciliation for November 2024

FC 142C

Members approved the Payment Schedule for November/December 2024 for £99,746.07, payment references 3785 to 3836 and cashbook payments listed on agenda item 14c.

Proposed: Councillor R Worman

Seconded: Councillor O Munagala

Vote: Agreed Unanimously.

RESOLVED: To approve the Payment Schedule for November/December 2024 for £99,746.07, payment references 3785 to 3836 and cashbook payments listed on agenda item 14c.

FC 142D

Members retrospectively approved the payments made using the credit card for payments made in October 2024 totalling £2,406.56.

Proposed: Councillor R Ross

Seconded: Councillor E Baker-Walker

Vote: Agreed Unanimously.

RESOLVED: To retrospectively approve the payments made using the credit card for payments made in October 2024 totalling £2,406.56.

FC 143

BUDGET 2025-2026

Members received a verbal update following the Budget Working Party Meeting that took place prior to Full Council. Documents can be shared or discussed in more detail if they contact the Finance Officer/Deputy RFO.

FC 144

LEGAL MATTERS, PUBLIC OPEN SPACES LEASE RENEWAL

Members considered Swindon Borough Council's response regarding Little Copse and removing it from the lease because it is now an open space rather than a play area. Members were happy for it to be added to the Maintenance Deed instead. A document will be put together and entered into at the same time as the lease. *Action: Chief Officer to confirm the Council's instruction to its Solicitors.*

Proposed: Councillor E Baker-Walker **Seconded: Councillor L Stevenson**

Vote: Agreed Unanimously.

RESOLVED: To proceed with adding Little Copse open space to the Maintenance Deed and removing it from the Public Open Spaces Lease.

FC 145

COMMUNITY DEVELOPMENT COMMITTEE RECOMMENDATIONS

FC 145A

SCHEME TO PROVIDE THERMAL IMAGING CAMERAS IN SWINDON

Councillors considered the recommendation to join a parish-wide scheme to loan Thermal Imaging Cameras. It was agreed to allocate £1,000 of Community Development – Community Choices funding, in the absence of SBC funding becoming available. The scheme is designed to help residents identify energy efficiency improvements that can be made to their homes. It has been recognised that due to SBC staff and costs constraints there have been delays to the Build a Greener Swindon agenda already. As such, parishes are being approached to opt in to and deliver the scheme directly from either their libraries, Community Centres or Parish Council offices. Questions were raised about any damage to the cameras

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or if they are lost. These queries will be addressed under the loan scheme's T&Cs.
Action: Chief Officer to notify South Swindon HWPC is onboard with the scheme.

Proposed: Councillor P Park

Seconded: Councillor R Ross

Vote: Agreed with one (1) against.

RESOLVED: To proceed with the parish-wide scheme to purchase Thermal Imaging Cameras and allocate £1,000 of Community Development – Community Choices funding (4629 / 402) in the absence of any SBC funding becoming available.

FC 145B

COUNCILLOR SURGERIES

Suggestion to proceed with Councillors to attend the Orbital Markets which take place on the last Saturday of each month as the footfall is excellent and the surgeries are needed to engage with the Residents. It would need each Councillor to attend one (1) each per year to make this work. Chief Officer has requested Councillors to advise when they can attend because if there is not enough then this suggestion may not proceed due to Councillor's lack of commitment. The Chairman will be taking this forward and circulating a timetable. *Action: Chairman to circulate a timetable to all councillors to advise on their availability and report back at Full Council in early 2025.*

FC 146

SWINDON LOCAL COUNCILS FORUM

Members noted the minutes from the recent meeting.

FC 147

EXCLUSION OF PUBLIC & PRESS

There were none.

Finance Officer & Deputy RFO and the Meetings Administrator left the meeting at 8.44pm

FC 148

FC 148A

PERSONNEL SUB COMMITTEE RECOMMENDATION

SALARY BUDGET 2025-26

Members received the Sub Committee's recommendation for the Salary Budget for the forthcoming financial year. A confidential note is held on file.

Proposed: Councillor E Baker Walker Seconded: Councillor P Park

Vote: Agreed with one (1) Abstention.

RESOLVED: Salary Budgets (4000/101,307,402) of £946,021 inclusive of oncosts for 2025-26. Increasing the professional services budget (4008/101) by £8,100 for 2025-26 to procure the services of a consultant Accountant. For the Chief Officer to proceed with the recruitment for the Bookkeeper/Finance Administrator and the Receptionist/Administrative Assistant in December.

The meeting closed at:

Chairman _____

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