

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 22nd October 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, G Choudhury, J Fuller, R Hailstone, A Jimmy, A John, O Munagala, B Patrick-Okoh, P Park, R Ross, A Roupelis, L Stevenson and R Worman

OFFICERS: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Jodie Smart, Finance Officer and Deputy RFO
Julie McMorro, Meetings Administrator

Meeting commenced at 19.35.

FC 092 APOLOGIES

Apologies were received and noted from Councillor J Jackson (Personal Commitments). No apologies were received from Councillor S Fateru.

FC 093 DECLARATIONS OF INTEREST

There were none.

FC 094 PUBLIC PARTICIPATION

There were none.

FC 095 CHAIRMAN'S ANNOUNCEMENTS

Any Councillor with Haydon Wick device should be in receipt of a communication from the new IT provider (Microshade) on how to install the new security software. Please install this as soon as you can, if you have not received this communication please advise the Finance Officer as soon as possible.

FC 096 MINUTES OF PREVIOUS MINUTES

Members confirmed as a true record the minutes of the meeting held on Tuesday 24th September 2024, subject to adding Councillor A Roupelis as attending.

Proposed: Councillor A John **Seconded: Councillor L Stevenson**
Vote: Agreed with two (2) abstentions.

RESOLVED: Members confirmed as a true record the minutes of the meeting held on Tuesday 24th September, subject to adding Councillor A Roupelis as attending.

FC 097 SWINDON BOROUGH WARD COUNCILLOR REPORTS

Councillor S Adamcova - The only main update I have is concerning the 20mph submission. I have been in communication with Councillor A John so I am sure that he can update the committee members about the latest developments. In summary, I door-knocked residents in Woodhall park around Bryony Way and there seems to be an overall support for 20mph. I have over 100 signatures and the petition is also live online. Greenmeadow - I door knocked parts of Avonmead and again there seems to be support for 20mph. Cllr John also plans to collect some signatures which will help. I will make the submission next week to meet the deadline, however, if you need any further information, please let me know.

FC 098 COUNCILLOR REPORTS

Councillor J Fuller - Possible restrictions on parking at the Brow and no feedback from the Turnpike Junction

Councillor R Hailstone - Attended plot holders meeting, well attended.

Councillor B Patrick-Okoh – Received a complaint regarding an overgrown tree which has been forwarded to Tidy Up for investigation. Another resident had an incident with a dog at Mouldon Hill and has raised concerns over the drains,

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Councillor Patrick-Okoh was advised that she needs to inform the resident to report this with Swindon Borough Council (SBC).

Councillor A John – Thames Water works have now been completed on Thamesdown Drive and the road has returned to normal.

Councillor L Stevenson – Attended a meeting held to support local Ukrainians in HWPC Parish. Assisted with getting a net from a local regiment on temporary loan for Remembrance Sunday display at the offices. Also attended the MacMillan coffee morning, which was very successful.

Councillor J Ali – Cycle route is not yet open on Thamesdown Drive until refurbished by Thames Water, dates for works to commence is not yet known.

Councillor O Munagala – Has helped to plan and organise the Diwali event on Saturday 26th October 2024, taking place at HWPC offices. Encouraged all Councillors to attend and bring their families.

Councillor E Baker-Walker – Gave thanks to the team for organising Dave Hunt's coffee leaving do and attended the MacMillan coffee morning, which was very successful.

Councillor R Ross – Attended Wiltshire Community First award ceremony and, with others in the team, accepted the award for the Haydon Wick Haven. Joined the recent Plot Holders meeting and has been to many parish coffee mornings to support the team.

Councillor R Worman – suggested announcements are made when officers leave SBC (Swindon Borough Council) currently there is no correspondence advising officers or the public of leaving officers.

Councillor S Heyes – Attended the MacMillan coffee morning very good and enjoyed it. Went to the GMF site visit this week and an update on agenda.

Councillor V Manro – Attended many parish events mentioned above. Sent an email to Councillors asking for donations to Royal British Legion for Remembrance Sunday.

No Representation at Parish Activities, Meetings or Events This Month

Councillor G Choudhury

Councillor A Jimmy

Councillor P Park

Councillor A Roupelis

FC 099

CHIEF OFFICER'S REPORT

Suggested Councillors may wish to help craft the bottles which are needed for the Remembrance Sunday display. An invitation will be sent by Jackie soon.

FC 100

FINANCE MATTERS

FC 100A

Members received and noted the Q2 Budget Report – it was reported there was projected underspend of approximately £40,000 in the budget this year rather than using the budgeted subsidy of £40,000 from General Reserves. As always this came with a huge caveat that this is a projection, and a lot can change in the remaining six month of the financial year.

FC 100B

Members noted the 2025-2026 Budget Setting timetable to set the budget and present for 25/26.

FC 100C

Members received and noted the Bank Statements and Bank Reconciliations for September 2024.

FC 100D

Members approved expenditure under purchase daybook references 3673-3728 and cashbook reference 393. The payments total is £212,808.36.

Proposed: Councillor R Worman

Seconded: Councillor A Roupelis

Vote: Agreed Unanimously.

RESOLVED: To approve expenditure under purchase daybook references 3673-3728 and cashbook reference 393. The payments total is £212,808.36.

FC 100E

Members retrospectively approved the payments made using the credit card for payments made in August 2024.

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Proposed: Councillor E Baker-Walker Seconded: Councillor L Stevenson
Vote: Agreed Unanimously.
RESOLVED: To approve the payments made using the credit card for payments made in August 2024.

FC 101

ACTIONS ARISING FROM PREVIOUS FULL COUNCIL MEETINGS

Councillor R Worman noted the outstanding action for the grass cutting at the corner of Whitworth Road. He said it's still hasn't been cut. *Action: Councillor V Manro to check and report back to Chief Officer to shut the case.*

FC 102

REMEMBRANCE SUNDAY

Committee noted arrangements, one at the Parish office to be led by Councillor E Baker-Walker on 11th November 2024 and one at Havisham Park will be led by Councillor A John on 10th November 2024. A more formal event held by the Major in central Swindon will be held on the 11th November 2024. Chairman of the Council and ex-military personnel Councillor L Stevenson will attend the cenotaph ceremony. *Action: Chief Officer to inform Mayor's secretary of HWPC representatives.*

FC 103

GROUNDS MAINTENANCE FACILITY – CASH FLOW UPDATE

Committee noted the report and acknowledged the PWL draw down will be discussed at a joint Budget & Grounds Maintenance Working Party arranged ahead of the next Finance and Policy committee, before being finally agreed at Full Council at the end of November. The meeting also heard that there have been delays to the Wayleave consent for SSE to commence the installation of the essential 3-phase electricity supply. These delays have potentially caused a minimum of two (2) month delay to the project. It was noted the project is within budget, however any delays such as this, will result in additional rental fees at Waterside and will an impact on the contingency funding. *Action: Chief Officer to arrange a GMF WP meeting next week to discuss the impact of delays to the 3-phase installation.*

FC 104

COMMUNITY DEVELOPMENT COMMITTEE - RECOMMENDATIONS

FC 104A

Members approved Committee's recommendation to hold the Summer Extravaganza '25 at Trent Road play fields on Saturday 16th August. The meeting heard other areas of the parish were considered and a report containing pros and cons was discussed. It was suggested that these other areas could be considered for smaller events throughout the year.

Proposed: Councillor R Ross Seconded: Councillor E Baker-Walker

Vote: Agreed Unanimously

RESOLVED: To hold the Summer Extravaganza 2025 at Trent Road on the 16th August 2025.

FC 104B

Members noted that the Christmas Carnival will take place on the 6th December 2024 from 5pm – 8pm to be held at Rose Walk and Blunsdon Road.

FC 104C

Virement of £1103.20 to fund £603.20 Tuesday Art Group's application and £500.00 to Swindon Big Knit.

FC 104D

Virement of £499.00 to fund Torn Curtain's application.

Proposed: Councillor P Park

Seconded: Councillor A Jimmy

Vote: Agreed Unanimously.

RESOLVED: To Vire £1103.20 from Community Choices, reducing Loneliness and Isolation 4629/402 to Community Grants 4209/402 to fund £603.20 Tuesday Art Group's application and £500.00 to Swindon Big Knit and £499.00 from Community Choices – Youth Community 4629/402 to 4209/402 Community Grants to fund Torn Curtain's application.

FC 105

SCOUTS CHRISTMAS POSTBOX

Members noted the report and concurred this is an excellent scheme for the community and the support of the Scouts. The Scout Post initiative offers residents a convenient and cheaper (Currently a first-class stamp is £1.65, scouts are aiming

Initials _____

for 0.35p) method for sending Christmas cards within our local area. It serves as an important fundraising mechanism for local Scout groups, allowing them to finance essential activities, camping trips, and various community projects. Hosting a Scout Post box is a proactive approach to encourage community involvement. This service allows residents to easily send festive greetings while supporting local youth initiatives, fostering a sense of belonging and strengthening community spirit during the holiday season. Stamps will be sold in the office and Councillors supported the scheme and will also sell tickets. Once received from the Scouts the stamps and the post-box will be placed in the foyer. Only cash can be taken and stored in a separate cash box. It was suggested the Scouts could consider a cashless system, like a QR donation scheme, that the Parish Staff could sign post residents to instead of taking cash payments.

Proposed: Councillor P Park

Seconded: Councillor R Ross

Vote: Agreed Unanimously.

RESOLVED: To support the Christmas Scout Post Box initiative and host it as the Parish Council offices. There will be minimal staff involvement other than taking the payment using a separate cash box.

FC 106

MICROSHADE IT SUPPORT CONTACT DETAILS

Members noted the new IT Support contact details.

FC 107

EXCLUSION OF PUBLIC & PRESS

There were none.

FC 108

SWINDON BOROUGH COUNCIL/SWINDON LOCAL COUNCILS' FORUM/NATIONAL ASSOCIATION LOCAL COUNCILS SUPER COUNCILS NETWORK

Members received and noted the minutes of meetings held recently. No questions were raised.

FC 109

TADPOLE FIELD LEGAL MATTERS

Members received and noted the latest update on legal matters relating to the potential partnership with Swindon and Cricklade Railway. It was confirmed there are no covenant triggers as the potential use will not be for commercial purposes instead for community benefit. It was also noted that there is no requirement to contact the previous owners. Members are keen to work with the Railway and instructed the Chief Officer to share the latest update and invite them to a working party. It was acknowledged that the partnership would be mutually beneficial to unlock the land and providing a car park for joint usage. As such any lease arrangement could reflect the mutually beneficial arrangement. *Action: Chief Officer to share the update with the Railway and hold a Working Party meeting.*

FC 110

PERSONNEL SUB COMMITTEE RECOMMENDATIONS

The meeting received and noted the update on the Parks & Open Spaces Team staff structure and Autumn/Winter resourcing plans. The two deputy managers will cover the Head of POS position. Their suitability for the role of Head of POS will be assessed during this temporary stepping up period.

FC 110A

STEPPING UP & ADDITIONAL DUTIES POLICY

RESOLVED: To adopt the Stepping Up & Additional Duties Policy. To implement the policy for the two deputy POS managers with effect from 21st October 2024 and the additional £2,518.94 in costs to be met from the existing POS Salary Budget. To note, if required, the Chief Officer will utilise the underspend in POS Salary to backfill positions to retain service delivery.

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FC 110B

NJC COST OF LIVING PAY INCREASE PAYMENT

RESOLVED: To pay the Cost of Living Pay Offer of £1,290.00pa, ahead of national agreement with the caveat that “should the final collective bargaining agreement differ, all employees pay will be adjusted accordingly”.

Proposed: Councillor R Worman

Seconded: Councillor J Ali

Vote: Agreed Unanimously.

The meeting closed at: 21.04

Chairman _____

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