

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 12th July 2022 at 7.30pm.

ATTENDANCE

MEMBERS: Councillors: R Hailstone (Chairman), S Heyes (Vice Chair), V Manro, E Baker-Lee, R Ross, S McDermott, K Naik, A John and L Brown

OFFICERS: Chief Officer & RFO, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, Dave Hunt
Senior Administrator, Jill Sharp

ALSO IN ATTENDANCE: Community Development Officer, Caroline Hunt

POS 046 APOLOGIES
Apologies were received and noted from Councillors D Rodgers (Personal Commitments) and Councillor J Jackson (SBC Council Commitments)

POS 047 DECLARATIONS OF INTEREST
Councillor S Heyes has an interest in Agenda Item 26 being a Parish Councillor for St Andrews Parish Council. Councillor V Manro has an interest in Agenda Items 16 and 17 being a Swindon Borough Council Ward Councillor.

POS 048 PUBLIC PARTICIPATION
None attended.

POS 049 CHAIRMAN'S ANNOUNCEMENTS
None.

POS 050 MINUTES OF THE PREVIOUS MEETING
Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 14th June 2022 and signed by the Chairman.
Proposed: Councillor S Heyes Seconded: Councillor R Ross
Vote: Agreed (2) Two abstentions.
RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 14th June 2022 and signed by the Chairman.

POS 051 SEVEN FIELDS
Members received a verbal update from Councillor E Baker Lee who made a formal thank you from the Conservation Group for the great mowing work carried out. Councillor L Brown advised that it been reported that Giant Hogweed had been noticed but following investigations it is confirmed that this is general Hogweed and for information, the Giant variety has a mottled leaf. Head of POST advised he has received a request from a resident to replace the kissing gate in Ray Close as they are unable to pass a child's buggy through. Members fully discussed this and agreed to replace in principle but should be an agenda item at the next meeting.

POS 052 COUNCILLORS REPORTS
Councillor V Manro:

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Advised that local residents had also complained regarding City Fibre and has reported the situation. Also in his Ward Councillor capacity, updated that Swindon Borough Council (SBC) is just awaiting the date from the Contractor regarding the Seven Fields meadow cut and collect – the works this year will be a hybrid system of external contractors and staff from SBC. Will report back once a date has been confirmed.

Councillor S McDermott:

Nothing to report.

Councillor L Brown:

Wished to pass on information regarding an app called 'plantnet' and advised has found it extremely helpful as it identifies them by either leaf, stem, flower, or bark by taking a photograph and uploading to the app.

Also, a recent photograph on a Facebook post of one of the POST team was not in correct PPE. Head of POST advised that he was changed at the end of the day and not whilst fulfilling the duty.

Councillor R Ross:

Nothing to report.

Councillor S Heyes:

Advised that City Fibre seem to have ceased working in the area at present but left unfinished areas of work. Residents have complained and this has been reported to the appropriate company team and will report back.

Councillor R Hailstone:

Requested to know if the sweeper does the gutters as it has been noticed that there is significant grass and weed growth. Head of POST advised that it is the responsibility of SBC to spray the weeds, which has only just commenced from East Swindon through to North Swindon. It was noted that maneuvering too close would possibly damage the sweeper. Also reported that Royal Mail are stopping the 5.30pm post pick up – this may cause problems for the Council Office, Doctors Surgery & Pharmacy so perhaps a letter could be written in conjunction with the neighbours if there seems to be concern.

Councillor E Baker Lee:

Has continued discussions with a resident wanting to donate a bench on Seven Fields and advised that a wooden bench would be acceptable and now awaiting confirmation from resident. Will report back at a later meeting.

Councillor A John:

Also advised that City Fibre work was not being carried out in Taw Hill either.

Councillor K Naik:

Nothing to report.

POS 053

DEPUTY CLERK AND SERVICE MANAGER'S REPORT

Advised that travellers had taken residence in Havisham Drive Play Area and that significant mess had been left. SBC dealt with the situation quickly and the travelers chose to move on. Members discussed and suggested that a review of fencing should be an agenda item at the next meeting. Councillor Hailstone suggested that a possible soil bund following groundworks from the pending Grounds Maintenance Facility.

19.50 Councillor L Brown left the meeting and returned 19.53

POS 054

HEAD OF PARKS AND OPEN SPACES' REPORT

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Members received the Officer's report, discussed and noted the contents. The Parks & Open Spaces Team is now up to full capacity and aim to complete enquiries significantly in August. Also that the charging points at the Council Office has now been completed, awaiting the delivery of the new electric vehicles which are now expected at the end of July. The Head of POST & Chief Officer are looking at different signage to ensure the public are aware of the Council's efforts in climate change.

POS 055

GRASS CUTTING & HEDGE CUTTING REPORT

Members received and noted that the Grass Cutting Team has just started its fifth cycle of the parish and is followed closely by a team of two back up operatives and the mini compact sweeper. Also noted that the compact mini sweeper has also complemented the follow up mowing service. Operating within the daily vicinity of the mowing operations the sweeper has contributed to keeping roads, footpaths, and cycleways tidy. Councillor R Hailstone will ask the question of gutters being cleared at the next Swindon Local Council Forum (SLCF). The annual budget for grass cutting machine maintenance (4515/307) is set to £8,000.00. So far, this financial year (Apr-June; Q1) £2,773.25 has been spent. The machine in for repair currently will cost in the region of £500.00 to repair and will be settled with July's invoices.

POS 056

WILDFLOWERS, BULBS AND TREES WORKING PARTY UPDATE

Members received an update from Councillor S McDermott on the success of wildflower creation areas and following a working party meeting earlier today, updated on the following items:

Wildflowers – to enhance and increase flora diversity in the Parish – using three methodologies: Rewilding (leaving specific areas uncut, and allow them to develop by themselves over the years), Meadow Flowers (identify areas to be dug up and reseeded) and Creeping Plants (identify grass areas that are difficult for the Grass Team to maintain and replant them with low growing creeping plants, to provide year-round cover to attract pollinators).

Trees – to take advantage to the Great Western Community Forest fund, to increase the number of trees in the parish. GWCF provides two types of support:

- Forest planting, if we identify areas of 0.1 hectare or more that we plant with whips we will receive support for 15 years.
- Street planting, if we identify areas for single or group planting of more mature trees, we will receive support for 3 years.

Bulbs – the community bulb planting is being advertised, we need to select the type of bulbs to purchase and the quantity. As a separate document is the catalogue of the bulk bulb supplier. They provide British Native Bluebells (*Endymion non scriptus*), Snakes Head Lily (*Fritillaria Meleagris*), plus a selection of crocus, daffodils, snowdrops.

Actions for the Working Party & Officers include identifying bulbs to purchase, identifying locations for planting trees, bulbs, and creation of wildflower sites, identifying tree types and the paperwork for the Community Bulb Plant.

POS 057

LEISURE GARDENS

Members received, discussed and noted the report including that eleven plot holders received non cultivation letters and four have made appropriate

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changes. The other seven have been issue with notices to quit and the next on the waiting list of 51 will be offered these spots. Also two plots on Goodearl have been allocated to the temporary relocation of the Parks & Open Spaces Team and will of course be returned to plots following completion of the Grounds Maintenance Facility (GMF).

Members were advised that the next inspection (Wednesday 13th July 22) of the allotments will be for the Annual Allotment Competition and the winners will be notified followed by an announcement via social media, website and a press release in the Autumn/Winter edition of the 'Living' Magazine and presented at the Plot Holders Annual Meeting in October 2022.

POS 058 SOLAR TOGETHER WILTSHIRE

Members received the report and discussed the confirmation that the application to be part of a group scheme initiative and will receive a recommendation by 29th July 2022. Possibly will have an update at next meeting.

POS 059 HAPPY TO CHAT BENCHES

Members received and discussed the Officers verbal proposal for two possible relocation sites on the same Hamble Road/ Thames Avenue footpath. Letters are being delivered to houses near these proposed locations for a consultation and an online consultation is forthcoming. Deputy Clerk and Head of POST will report back at the next meeting.

20.34 Community Development Officer left the meeting.

POS 060 WASTE EXEMPTION REGISTRATION

Members noted the update that the Waste Exemption Registration has been renewed and that it will be renewed again in 18 months' time. The registration is required due to the type of waste the Council collects within the parish and tips at Waterside Depot.

POS 061 SWINDON BOROUGH COUNCIL (SBC) ATTACHMENTS TO STREET LIGHTING FURNITURE LETTER

Members noted the letter received from SBC.

POS 062 SBC COMMISSIONER ADULTS – LEARNING DISABILITY/ADULT CARE

Members received, discussed the two requests from SBC's Adult care Team to install a highway visibility mirror and conduct some grounds maintenance at Rosedale House, Purton Road, Swindon (opposite entrance to Chicory Close). Members agreed that the maintenance would be twice a year but following a visual inspection by Head of POST not required yet. It is a very difficult exit point on a bend and the shrubbery should be cut back to allow best possible vision. Members also agreed that the section requesting the visibility mirror is a matter for SBC as this would fall under the remit of the Highways Department.

POS 063 OPERATIONAL BUDGET MONITORING

Members received, discussed and agreed the Income and Expenditure for Month 3 (June 22). Query regarding 1008/302 for Trees for Climate but this is also listed in 1008/307. The Deputy Clerk confirmed the one under 302 should be for possible play area grants as the description is currently wrong.

POS 064 ITEMS FOR THE NEXT AGENDA

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To be sent to the Chief Officer in advance of the next meeting on 9th August 2022:

Seven Fields - Kissing Gate Replacement (to double/ accessible)

Open Spaces – Securing open spaces such as Havisham Drive.

POS 065

EXCLUSION OF PUBLIC & PRESS

RESOLVED: 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.

POS 066

USE OF TRENT ROAD FIELD

Members received a verbal report from the Deputy Clerk & Services Manager as a letter had been received regarding the organised events. A reply has been sent and to date has had no response. Will report back if a reply is forthcoming.

POS 067

HEDGE, TREE & SHRUB BED MAINTENANCE TENDER

Members received a verbal update confirming that the Grounds Maintenance 2022 tender was issued on the 4th July, the closing date will be 10th August and a further report will be at a future meeting.

POS 068

PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members received a verbal update the recently awarded Design & Site Survey contract will take approximately 12 weeks. The timeline for the project is in the process of being updated. In the meantime plot holders at Goodearl, have received an update letter and plot holders at Ventnor, have received a letter confirming next steps for temporary relocation of the welfare unit during the construction stages. Councillor L Brown is drafting a pre planning application site map to accompany the supporting documents. It is anticipated a drainage survey may need to be done, which could take approximately eight weeks and could run concurrently with the planning application.

POS 069

GRASS CUTTING MACHINERY

Members received an update from Head of POST who advised that there would be no cancellation fees if the leases were cancelled at this stage. Members were supplied with information regarding a three year contract in future and Head of POST is awaiting information regarding the purchase and will report back at a future date and will be presented to Full Council for deliberation.

21.00 Councillor Baker Lee left the meeting and returned at 21.02.

POS 070

CCTV REPORT

Deputy Clerk advised that there are some issues with a couple of the cameras even after instructing a technical engineer. Proposal was made to reposition and cleaning of the solar panels and purchase of 100w batteries and reassess at the end of September. Failing this a further agenda item will be added to discuss the next steps.

Proposed: Councillor S Heyes

Seconded: Councillor R Ross

Vote: Agreed Unanimously.

RESOLVED: To reposition and cleaning of the solar panels and purchase of 100w batteries and reassess at the end of September.

Initials _____

POS 071

TADPOLE FIELD

Members were advised that the proposed meeting has been postponed and will now be rescheduled to a later meeting.

The meeting closed at 21.19

Chairman _____