

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 23rd May 2023 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS: Councillors V Manro (Chairman), S Heyes (Vice Chairman), J Ali, E Baker-Walker, G Choudhury, C Flux, J Jackson, A John, O Munagala, B Patrick-Okoh, A Jimmy, R Ross, and R Worman

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Finance Officer/Deputy RFO, Jodie Smart
Head of Parks & Open Spaces, David Hunt
Community Development Officer, Caroline Hunt

ALSO PRESENT: SBC Ward Councillor S Adamcova (Haydon Wick)

FC 029 APOLOGIES

Apologies were received and approved from Councillors R Hailstone and J Fuller (Personal Commitments). No apologies were received from Councillors S Fateru and A Roupelis.

FC 030 DECLARATIONS OF INTEREST

None.

FC 031 PUBLIC PARTICIPATION

There were three (3) members of public (MOP) present. Two were there to present items on the agenda. The Chairman confirmed the agenda items (12 & 15 respectively) would be brought forward and the meeting agreed to suspend Standing Orders to allow the members of public to speak during the items. The remaining MOP confirmed he wished to observe the meeting.

FC 032 CHAIRMAN'S ANNOUNCEMENTS

Swindon Borough Ward Councillor Pam Adams (Stratton St Margaret) has sadly and unexpectedly passed away, Haydon Wick Parish Council sends condolences to her family, friends, and colleagues at this sad time.

FC 033 MINUTES OF THE PREVIOUS MEETINGS

Members confirmed as a true record the minutes of meeting held on Tuesday 25th April 2023.

Proposed: Councillor A John

Seconded: Councillor R Ross

Vote: Agreed with six (6) abstentions.

RESOLVED: Members confirmed as a true record the minutes of meetings held on 25th April 2023.

FC 034 HAYDON WICK "LIVING" MAGAZINE

The outgoing Editor, ex-Councillor S McDermott, gave a brief update on the status of the summer edition of the magazine, the branding guidelines and the handover training that is being conducted for the Community Development Team. Gave an overview of the style of articles, and what is expected from Parish Councillors, local community groups and private individuals. The articles produced are proofread by the Editor and the Chief

Officer prior to final sign off. The articles expected for this edition have been received on time to meet the deadlines. One in five pages (20%) of the magazine is provided for advertisers.

19:37 Member of Public left the meeting.

FC 035

KELLY'S FOUNDATION HALF-MARATHON

Proposing the possibility of a half marathon throughout the Parish. The concept was to run all 'off road', as the cost to close highways could cost in the region of £80,000.00. Responses from other parishes have been supportive. The planned route is through Seven Fields, Haydon Wick, Moredon, West Swindon but this is very much in negotiation. Thames Water will be doing treatment works on the cycle route behind Thamesdown Drive/ Purton Road and through to Mouldon View from June for approximately 12 months so this will interrupt the route. An alternative idea cited by the fundraising team is a 'Dogathon' which is a large group dog walk.

Kelly's Foundation is planning a series of outreach events for the autumn which will be for people who suffer from mental health issues, anxiety, and other stress related issues.

Kelly's Foundation has passed on a request from a resident to ask the Council to consider planting a memorial tree at the Skate Park to commemorate the life of a young skater who was happy when doing the sport and his family & friends chose to remember him there. The request will be considered at the Parks & Open Spaces Committee.

Councillors were supportive of the mental health aspects and would be willing to help where necessary. Councillors agreed to the ideas in principle and confirmed further discussions will take place at the Parks & Open Spaces Committee.

19.58 Member of Public left the meeting.

Proposed: Councillor J Jackson Seconded: Councillor J Ali

Vote: Agreed unanimously.

RESOLVED: To support the fundraising ideas in principle subject to further discussions and recommendations from the Parks & Open Spaces Committee.

FC 036

SWINDON BOROUGH WARD COUNCILLOR REPORTS

Reports were received from Swindon Borough Ward Councillors to note for information only.

Councillor S Adamcova (Haydon Wick): Newly elected Borough Councillor for Haydon Wick. Congratulations to newly elected Councillors. Aware of several grey areas with responsibilities between Swindon Borough Council and Haydon Wick Parish Council so can seek clarification where necessary and improve communications with the Parish Council. The structure at Swindon Borough Council has been reformed and there is now one large committee and three smaller committees which will report into the large committee. This will enable residents to engage with the Council during

meetings. Appointed as Committee Member for the Planning, Audit and Police & Crime Panel.

Councillor J Jackson (Haydon Wick): Meeting with Thames Water to discuss the remedial works on Thames Avenue and monitoring the progress.

Councillor R Heath (Priory Vale): Asked the following question in advance of the meeting as unable to attend.

Q: I have seen some discussion on social media recently on the merits of 'No mow May'. Would this be something the Parish would consider for the future, and would you be able to report on whether this would be viable and how it could be implemented?

Five areas were identified to cease mowing they are:

- 1. Hyssop Close the area directly linked to the wildflower area, four desire lines / footpaths will be cut into this area. Leaving access for members of the public to use.*
- 2. Havisham Drive open space. An area to the east of the open space bounded by the ancient ditch and established Oak hedgerow.*
- 3. Friday Street at its junction with Thamesdown Drive, two small areas either side of the junction.*
- 4. Wick Farm Orchard, the area between the play area and the pond in Upton Close. A desire line will be kept cut through this area.*
- 5. Blossom Park, the area to the West of our tree planting. This is bounded on three sides by hardstanding footpaths a 2mt mown strip will be maintained alongside these three sides.*

The Chairman also asked the other SBC Ward Councillors present to give any information on items that would be of interest to Haydon Wick.

Councillor J Ali (Shaw): Thanked for the opportunity. Has been appointed Vice Chair of Scrutiny of all Cabinet Members.

Councillor C Flux (Liden, Eldene, Park South): No updates that would benefit the Parish but if any in future will be happy to report back.

FC 037

COUNCILLORS' REPORTS

Reports noted and received from members on attendance at external meetings and events. An opportunity was given for members to bring matters of interest to the table for further/future discussion.

Councillor S Heyes: Nothing to report.

Councillor E Baker-Walker: Attended fundraising dinner for Kelly's Foundation, which raised £750.00. Also, the National Literacy Trust is running a trail for Children at Seven Fields, this has been supported by Central Swindon North Parish Council.

Councillor Golam Choudhury: Nothing to report.

Councillor A John: Nothing to report.

Councillor O Munagala: Nothing to report.

Councillor J Jackson: Nothing to report.

Councillor B Patrick-Okoh: Nothing to report.

Councillor R Ross: Nothing to report.

Councillor J Ali: Asked for an update on the recent bin enquiry as he would like to go back to the resident. The Deputy Clerk emailed recently with a response and the Head of Parks & Open Spaces is reviewing the request.

Councillor R Worman: Reported loud continuous noise of 2-3ft long radio cars around the Seven Fields football pitches. Would like to know if Central Swindon North Parish Council is aware of this and has endorsed the meetings. If so, how often will these take place, is there insurance for third parties and a contact for any complaints?

Also Haydon View was street swept on Monday. Is there a schedule for the Borough Council's weed spraying? *The Head of Parks & Open Spaces agreed to contact both parties and report back to a future meeting.*

Councillor C Flux: Nothing to report.

Councillor A John: Nothing to report.

Councillor V Manro: Remedial works to rising mains in Haydon End is due to start in June around Tawny Owl Pub and Cycle Route 45 which runs behind Mouldon View to West Swindon. Thames Water is happy to come along to a Parish Council meeting to update on the plans.

FC 038

CHIEF OFFICER'S REPORT

- Gave a brief update on the SBC & Clerks Forum which took place on 15th May 2023, meeting notes made available to Councillors to view on Teams however the document is not for external circulation due to some personnel sensitivities.
- Significant change at SBC which will be Labour run from 19th May. Cllr Jim Robbins is the Leader and Cllr Emma Bushel will be Deputy Leader. Cllr Jim Grant will be the Cabinet Member for parishes. Labour will be inclusive and collaborative with the public.
- Deed renewals need to be finalised this year.
- Planning Enforcement delays due to staff shortage but in accordance with policy SLAs. HWPC to send their matters directly to Head of Planning.
- Tree Protocol – continues to be a lot of ambiguity and confusion when moving from deed to lease. In the deed, the rule was that anything 2m and below is Parish responsibility, however where parish have taken on full maintenance lease, there is confusion over responsibility. Where there is any ambiguity, Parishes should ask to see the signed decision/meeting resolution. COO will discuss with Cabinet Member.
- Clerks affirmed that the Deeds/Transfer of Services need to differentiate between urban & rural parishes.
- Need continuity of the Cabinet Member for parishes.
- The Memory Café Co Ordinator is raising funds for Alzheimer's UK by selling the 'forget me not' pinned badges. Suggested donation £1.00 and these are in the reception area if anyone would like one.
- Deputy Clerk & Services Manager met with a representative from Swindon & Wiltshire Prepared who is working on a joint Emergency Response Plan and is looking to roll this out to parishes. The representative will come to a future meeting to give a presentation as ideas could be incorporated into the Council's Community Emergency Plan.

- FC 039** **PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY**
Planning Permission – Full and final plans received, inclusive of previously reported conditions. This allows two years for the development to go ahead.
Waterside Relocation – Discussions with SBC Legal, area has now been cleared and ready for final site visit.
Project Manager – Discussed contract with Affleck, highlighted several points for discussion which will be raised in exempt.
Grounds Maintenance Facility Working Party – Holding its first meeting of the new Council within the next ten working days.
- FC 040** **FINANCIAL REPORTS**
FC 040.1 Members considered and noted the monthly Income & Expenditure reports for Month 1 – April 2023.
- FC 040.2** Members considered and noted the Bank Statements and Bank Reconciliations for Month 1 - April 2023.
- FC 040.3** Members approved the Payment Schedule for April/May 2023 expenditure under purchase daybook references 2827-2871 and cashbook reference 321. The total of payments for approval is £124,186.44.
Proposed: Councillor E Baker-Walker Seconded: Councillor R Ross
Vote: Agreed unanimously.
RESOLVED: To approve the payment schedule for April/May 2023 expenditure under purchase daybook references 2827-2871 and cashbook reference 321. The total of payments for approval is £124,186.44.
- FC 040.4** Members received and approved the March and April payments using the credit card £2,072.99 and petty cash £24.54 respectively.
Proposed: Councillor R Ross Seconded: Councillor S Heyes
Vote: Agreed unanimously.
RESOLVED: To approve the March and April payments using the credit card at £2,072.99 and petty cash at £24.54 respectively.
- FC 040.5** Members considered and noted the CCLA Public Sector Fund Factsheet.
- FC 040.6** Members approved the set-up of a regular Direct Debit for the hire of the new electric vehicle at a cost of £441.02 per month with an initial payment of £1,323.06.
Proposed: Councillor A John Seconded: Councillor C Flux
Vote: Agreed unanimously.
RESOLVED: to approve the set-up of a regular Direct Debit for the hire of the new electric vehicle at a cost of £441.02 per month with an initial payment of £1,323.06.
- FC 040.7** Members approved the year end movement of £10,057.00 from General Reserves to Earmarked Reserves code EMR 359 GW Community Forest (balance of grant received in 2022/23).
Proposed: Councillor E Baker-Walker Seconded: Councillor A Jimmy
RESOLVED: to approve the year-end movement of £10,057.00 from General Reserves to EMR 359 GW Community Forest (balance of grant received in 2022/23).

FC 041

PLANNING & HIGHWAYS COMMITTEE MATTERS

Members received and discussed two planning applications 7 Fennel Close (S/HOU/23/0460) and 14 Southernwood Drive (S/HOU/22/1453). There were no objections to either. Members also discussed ex-Councillor L Brown joining the Planning & Highways Committee with non-voting rights to enable her to share her experience and local planning knowledge.

Proposed: Councillor R Worman Seconded: Councillor A John

Vote: Agreed with one (1) abstention.

RESOLVED: To allow ex-Councillor L Brown to join the Planning & Highways Committee as a non-voting Member.

FC 042

COUNCIL'S CHOSEN CHARITIES

Members discussed which local and national charities the Council should support this year with fundraising activities in 2023/24. After discussion, it was agreed to support two local charities: Kelly's Foundation and BEST Be A Better You.

Proposed: Councillor A John

Seconded: Councillor J Ali

Vote: Agreed unanimously.

RESOLVED: To support fundraising activities for two local charities: Kelly's Foundation and BEST Be A Better You in 2023/24.

FC 043

COUNCIL CO OPTION VACANCY (HAYDON END WARD)

The Chief Officer gave a verbal update on the process for the Haydon End Ward Co Option vacancy. The Council's current procedure is to have a panel of three (3) Councillors who interview the candidates individually and make a recommendation to Full Council at the June meeting. To date there have been two applications and the closing date is the end of May. Members considered the existing procedure and discussed different approaches such as asking all candidates to pitch themselves to members prior to a Full Council meeting. It was noted that this approach would save time and allow all Members to hear from the candidates. Consideration was also given if a candidate is apprehensive presenting to seventeen members. Previously co-opted Councillors shared their own experiences and commented that a strong public speaker may not necessarily be the best fit for the Council - personality, experience and community engagement skills are also needed. After discussion a proposal was put forward for candidates to present to Full Council, however the vote fell as there was a counter proposal to continue with the interview panel procedure. The panel would be chosen from the Personnel Sub Committee to ensure the final decision is apolitical.

For Candidates to present to Full Council.

Proposed: Councillor C Flux

Seconded: Councillor A Junab

This vote fell as there was a counter proposal from Councillor B Patrick-Okoh.

Proposed: Councillor B Patrick-Okoh

Seconded: Councillor R Worman

Vote: Agreed with six (6) For, five (5) Against and one (1) Abstention.

RESOLVED: To appoint three members of the Personnel Sub Committee to create an interview panel and provide their recommendation at June's Full Council.

FC 044 ITEMS FOR THE NEXT AGENDA

To be passed to the Chief Officer in advance of the next meeting on Tuesday 27th June 2023.

FC 045 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: Staffing/Contractual.

21.13 Two members of the public left the meeting.

FC 046 UNISON COMMUNICATION

Members received an update from UNISON that planned strike action is due to take place in July. Any UNISON members may consider going on strike and are not required to give notice, but out of courtesy will be asked to. The service delivery should not be interrupted, but a contingency plan will be drawn up in the event more employees join UNISON.

FC 047 FREEDOM OF INFORMATION REQUEST

Members noted a recent Freedom of Information request regarding the appointment of Grounds Maintenance contracts. There have been no further communications and the case is believed to be closed.

FC 048 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members noted the contract feedback provided by the Council's Project Manager. Most items were small adjustments clarifying information. There was a discussion about the retention percentage which may be raised. This will be discussed at the first Grounds Maintenance Working Party and recommendation presented to the Parks & Open Spaces Committee. In the meantime, the Project Manager's feedback has been sent to the Council's solicitors.

The meeting closed at: 21.32.

Chairman _____