

HAYDON WICK PARISH COUNCIL

Minutes of the Informal Parks & Open Spaces Committee Discussion of Haydon Wick Parish Council held on Tuesday 13th July 2021 at 7.30pm remotely via Teams.

ATTENDANCE

MEMBERS: Councillors J Jackson, A John, R Hailstone (Chair), S Heyes, V Manro and R Ross.

OFFICERS: Chief Officer, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, David Hunt

POS 042

APOLOGIES

There were no apologies received from Councillor K T Naik.

POS 043

DECLARATIONS OF INTEREST

Councillor V Manro declared an interest in Agenda 18 – Legal Matters.

POS 044

PUBLIC PARTICIPATION

There were eight (8) members of the public present.

One member of the public asked the following questions:

1. Agenda Item 10 – Is contracting out the CCTV to the Council's security provider in line with the Council's CCTV policy and does the security provider have the appropriate accreditations? If the Council wishes to take the security provider up on its offer to monitor the Council's CCTV as part of the security contract for Haydonleigh Skate Park, the CCTV Policy will be amended to reflect this. Haydonleigh Skate Park will be used as a trial as the asset needs to receive a higher level of protection due to several reports of anti-social behaviour. The security provider is SIA CCTV trained and certificates have been received.

2. Agenda 11 – Quotation received for the removal of a dead elm, should this not be the responsibility of Swindon Borough Council? The tree is within a low level shrub bed that the Parish Council maintains under contract by Swindon Borough Council. The shrub bed is marked so discreetly on the maintenance maps, that it has been missed. This shrub bed cannot be cut by the Contractors as per the schedule due to the area needing an aerial team, therefore, a quotation was received from the Council's preferred tree surgeon. Resident concerned that this could set a precedent as there is several dead trees around the Parish that the Borough Council should be attending to.

Three members of the public raised concerns about the perimeter fencing collapsing into their boundaries from Cliffords Meadow. It was noted that several members of public walk through the meadow and therefore neighbouring boundaries are not secure. The land agent for the site has advised that the landowner and land agents do not need to protect the field with fencing unless there is cattle present and that the fencing was installed by the housing developer during the build stages of the development.

One member of public made representation for the residents of The Brow in the interest of Agenda Item 8 – King George V Play Area, a site visit was conducted earlier in the day with the Head of Parks & Open Spaces which will be discussed further on in the meeting. The residents would like the goal posts positioned near their back gardens moved further along the field to

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assist with noise disturbance, swearing and loitering during competitive games.

Three members of public did not make any representation.

The Committee resolved to bring Agenda Item 15 – Cliffords Meadow forward.

POS 045

CLIFFORDS MEADOW

Councillor R Ross gave a verbal update on a site visit held with a member of public present at the meeting. The land agent does not respond or engage with the Parish Council and as the land is privately owned there is very little that the Parish Council can do other than continuously support residents and liaise with Natural England and Wiltshire Wildlife Trust to help protect the status and the future maintenance of the meadow. It was suggested that a meeting specifically to address concerns about Cliffords Meadow is arranged with the members of the public present, Natural England, Wiltshire Wildlife Trust, the Land Agent, and the Parish Council to understand and help resolve the issues.

POS 046

MINUTES OF THE PREVIOUS MEETING

Members reviewed the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 8th June 2021 and recommended approval when physical meetings recommence.

Proposed: Councillor A John

Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED: To recommend approving the minutes of the meeting held on Tuesday 8th June 2021 when physical meetings recommence.

The Committee resolved to bring Agenda Item 8 – King George V Play Area forward.

POS 047

KING GEORGE V PLAY AREA

The Head of Parks & Open Spaces gave a verbal update on a site visit conducted with a member of public present at the meeting. After due consideration, the recommendation is to keep a single set of goals near the bound but move the double set of goals to the back of the Fox & Hounds pub so that competitive matches can be held further away from the properties and that there is also an area for the smaller children to play if there is not available space on the designated pitch area.

The Committee resolved to suspend Standing Order 3(f) for the resident to speak during the discussion of this item.

Proposed: Councillor V Manro

Seconded: Councillor A John

Vote: Agreed unanimously.

RESOLVED: To suspend the Standing Order 3(f) to allow the member of public to take part in the discussion about the positioning of the goal posts.

The member of public thanked the Council for considering moving the goal posts and acknowledged that the goal posts are well used and that the residents would not wish to upset the children by removing the goals entirely, the residents understand that they will occasionally hear noise from the play area and due to the competitive nature of the sport there is often swearing

and cheering. The member of public would appreciate regular contact with the Head of Parks & Open Spaces whilst trialing the new area for the goal posts. The goal posts can be removed or marked out of bounds during community events.

Proposed: Councillor V Manro Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to trial moving the double set of goal posts to the open space behind the Fox & Hounds and to keep an existing single set of goal posts on the mound as an overflow area.

20:03 One member of the public left the meeting.

POS 048 CHAIRMAN'S ANNOUNCEMENTS

There were none.

The Committee resolved to move Agenda Item 16 – Seven Fields forward.

POS 049 SEVEN FIELDS

Councillor E Baker-Lee gave a verbal update on matters arising at Seven Fields.

- Queries about who is responsible for cutting and hay bailing the meadows, previously SBC has contracted this work to local farmers. The cut is normally cut in August. It is imperative that the cut takes place to keep the Conservation status.
- Paths mown but not as wide as previously have been, a site visit will be conducted with the Head of Parks & Open Spaces.
- Motorbikes in Seven Fields, seems there is no solution, access is being reviewed.
- Parkrun is due to restart on the 24th July 2021, the Parish Council has another event – a meet & greet at the Orbital - on that day so Councillors are asked to give representation and either or both events.
- Memorial/Celebration bench has now been installed at Seven Fields, a press release, and social media on the story behind the reasons for the bench is now live.

POS 050 COUNCILLOR REPORTS

There were none.

POS 051 DEPUTY CLERK & SERVICES MANAGER REPORT

There were no items to report.

POS 052 PARKS & PROJECTS REPORT

The Committee noted the report. There were no recommendations for the Committee to consider.

POS 053 HAYDONLEIGH SKATE PARK

The Committee noted the report. Several issues with antisocial behavior such as swearing, littering, smoking, starting fires and sleeping in the concrete tunnels. A recent meeting was held with North Swindon Police and the Security Provider to resolve some of the issues. During discussion it was agreed not to close the skate park early to avoid future break ins and to keep the concrete tunnels for the purpose of sheltering from the rain or having

shade breaks in the summer. Councillors were asked to volunteer some of their time to drop into the skate park and to accompany the Youth Worker during busy periods. The Committee agreed to recommendation 1 of the Officers report and agreed to review the other recommendations should the antisocial behavior worsen during the school holidays.

Proposed: Councillor S Heyes Seconded: Councillor V Manro
Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to consider giving access to the Council's CCTV system with the Security Contractors to monitor the skate park, at no extra cost to the Council. The Council's CCTV policy to be updated accordingly and agreed at a future Finance & Policy Committee.

POS 054

GRASS & HEDGE CUTTING

The Committee noted the report. The Committee were advised of an issue with a dead elm tree in a shrub bed that the Parish Council maintains on behalf of Swindon Borough Council, the area is marked so discreetly on the maps that this had subsequently been missed and has not been tended to for some time. If the dead elm tree is removed, this will open the access and the Parish Council can maintain moving forwards. The Committee asked that the Officers discuss this with Swindon Borough Council to establish the ownership and scope of works, as tree works remains with Swindon Borough Council.

POS 055

HEAD OF POST REPORT

The Committee noted the report detailing recent works completed, team objectives and any upcoming projects. Hot topics included the appointment of a Deputy POS Manager, an update on the Forest Meadows project at Mouldon Hill, Apple Tree allotment visits by Greenmeadow Primary School and an update on the Parks & Open Spaces Team's work list and priorities for the peak season. The Head of POST asked the Committee to consider switching to black refuse sacks in the public litter and dog waste bins as the cost of green refuse bags has gone up considerably, adding approximately £770.00 to each order of 11,000 bags, over a course of a financial year this would save the Council £3,500.00 per year. There were concerns that black bags could promote fly tipping and be harder to identify litter collected by the team or volunteer litter pickers. After discussion, the Committee agreed to the recommendation within the report to use black bags for public litter and dog waste bins and use up the supply of green bags for volunteer litter pickers.

20:42 Four members of the public left the meeting.

Proposed: Councillor R Hailstone Seconded: Councillor R Ross
Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council that the Parks & Open Spaces Team use black bags for public litter and dog waste bins instead of the green bags due to a significant price increase, at a cost saving of £3,500.00 per year. To note that green bags will continue to be used for volunteer litter pickers.

POS 056

MAINTENANCE OF THE OPEN SPACES

The Committee noted a response to a recent enquiry from the North Swindon Labour Constituency about the maintenance of the open spaces within the parish.

20:45 One member of the public left the meeting.

POS 057

LEISURE GARDENS

The Committee noted the report on the status of the current waiting list for a leisure garden plot and an update on the most recent inspections. There were no recommendations to consider.

20:53 The Deputy Clerk & Services Manager left the meeting due to technical issues and re-joined at 20:57.

POS 058

PARKS & OPEN SPACES FACILITY

The temporary facility for the Parks & Open Spaces Team was delivered today, the team will be moving into the facility tomorrow. The previous break out area will be used as the temporary office for the Head of Parks & Open Spaces and the previous office will be used for storage of small items and tools. An architect has been appointed to assist with the drawings of the proposed permanent facility and the Chief Officer is progressing the application with SBC Planning.

POS 059

LEGAL MATTERS

Following discussions with the Legal Team at SBC it was suggested that all the Council's land enquiries could be investigated in a bundle to save time. Councillors R Hailstone, A John, and R Ross investigated these matters recently as part of a small focus group and came up with the recommendations that were within the report. agreed to investigate these matters with the Clerk and the Deputy Clerk. Councillor V Manro reiterated the importance of Councillors understanding the recommendations and the budgetary impact that some of the recommendations could bring. After discussion, the Committee resolved to agree to the recommendations within the report with an amendment to recommendation 4. Councillor V Manro abstained from voting as earlier declared an interest in this item.

Proposed: Councillor R Hailstone Seconded: Councillor R Ross

Vote: Agreed with one (1) abstention.

RESOLVED: To recommend to Full Council to approve recommendations 1 – 7 within the report with an amendment to the wording in recommendation 3.

- 1. To review Clary Road Field during budget setting in 2022/2023 or 2023/2024 to enhance the area and continue with the current lease.**
- 2. To include Trent Road Field in the investigations with SBC Solicitors, to see if the deed can be transferred permanently free of charge.**
- 3. To discuss if there is still an aspiration for a building extension during budget setting in 2022/2023 and to review the costs associated with purchasing the land that the office is situated on.**
- 4. To continue with the existing lease at Goodearl.**
- 5. To contact the SBC Solicitors to investigate further as the assumption is that the Parish Council is responsible for the five**

play areas listed within the report (Voyager, Havisham, Mazurek, Luna, White Eagle).

6. To investigate whether there is any available transitional funding to repair Francomes Play Area, whether SBC would consider closing or whether the Parish Council can give notice on the maintenance of the park so that SBC will maintain.
7. To investigate whether the Parish Council can lease Doyle Close Play Area fully rather than a maintenance agreement.

POS 060

OPERATIONAL BUDGET MONITORING

The Committee noted Month 3's Income & Expenditure report for the Parks & Open Spaces cost centres. There were some queries about high expenditure in some budgets, for example maintenance contractor, these will be investigated by the Chief Officer and reported back.

POS 061

ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer and Deputy Clerk & Services Manager in advance of the next meeting.

POS 062

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: Contractual.

POS 063

REFURBISHMENT OF LUNA CLOSE PLAY AREA

The Committee received an update from the Play Area Working Party having recently scrutinized six tender documents following an Invitation to Tender being published for 4 weeks on our website and due to the value of the contract on the public contracts .gov finder website. The Working Party recommended a supplier to the Committee for their innovative design and the quality of the specification - final maximum cost of £28,591.40 excluding VAT. The Committee noted there may be the potential of cost savings as detailed within their quotation. Benjamin's Smile Charity and Oakhurst Community Primary School have been fundraising to donate a piece of equipment, the amount raised will be match funded by the Council and a plaque will be displayed, the amount currently stands at £540.00 raised but there are still two other fundraising events. Due to a change to the specification of a plastic slide to a steel slide, this has deferred the manufacturers timescales by a few weeks.

Proposed: Councillor A John

Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to award the supplier with the contract for Luna Close Play Area at a cost of £28,591.40. A further cost saving will be applied from the fundraising by Oakhurst Community Primary School donating a piece of equipment.

POS 064

REFURBISHMENT OF GAYNOR CLOSE PLAY AREA

The Committee received an update from the Play Area Working Party having recently scrutinized six tender documents following an Invitation to Tender being published for 4 weeks on our website and due to the value of the contract on the public contracts .gov finder website. The Working Party recommended a supplier to the Committee for their innovative design and the quality of the specification - final maximum cost of £48,618.00 excluding VAT. The

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committee noted there may be the potential of cost savings as detailed within their quotation. Due to a change to the specification of a plastic slide to a steel slide, this has deferred the manufacturers timescales by a few weeks.

Proposed: Councillor A John Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED: To recommend to Full Council to award the supplier with the contract for Gaynor Close Play Area at a cost of £48,618.00 less discount of £300.00 for awarding both contracts to the same supplier.

POS 065

CONTINGENCY AMOUNTS FOR PLAY AREA REFURBISHMENT PROJECTS

Due to surplus budget in the Play Area refurbishment budget, it was suggested to allow for £3,500.00 contingency for each project in case any additional charges or issues arise during the build stages. The CCTV to monitor and protect both assets will also be included within the final project costs at a cost of £3,000.00 for the camera, posts, and sim card.

Proposed: Councillor R Ross Seconded: Councillor V Manro

Vote: Agreed unanimously.

RESOLVED: To approve an additional £10,000.00 contingency amount to offset the CCTV cameras to monitor and protect the asset and in case any matters should arise during the project.

The meeting closed at 21.45

Chairman: