HAYDON WICK PARISH COUNCIL
Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 16th April 2024 at 19.30 held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE		
MEMBERS:	Councillors, V Manro (Chairman), S Heyes (Vice Chairman), J Ali, J Fuller, R Hailstone, J Jackson, A John, O Munagala, P Park, R Ross, A Roupelis, R Worman and L Stevenson.	
OFFICERS:	Chief Officer/Clerk & RFO, Georgina Morgan-Denn Deputy Clerk and Services Manager, Laura Cutter Finance Officer/Deputy RFO, Jodie Smart Meetings Administrator, Julie Coe	
ALSO IN ATTENDANCE	Councillor Stanka Adamcova	
FC 215	**APOLOGIES**	
	Apologies were received and noted from Councillors E Baker-Walker and A Jimmy, B Patrick-Okoh, (Personal Commitments). No apologies were received from Councillors G Choudhury and S Fateru.	
FC 216	**CO-OPTION VACANCY**	
	Members received an update from the co-option panel who met last week having interviewed three potential councillors. The panel gave their recommendation to co-opt Leanne Stevenson to fill the vacancy on Haydon Wick Ward.	
	Proposed: Councillor P Park	**Seconded: Councillor J FUller**
	Vote: Agreed (1) abstention	
	RESOLVED: To Co-opt Councillor L Stevenson to fill the Haydon Wick Ward vacancy.	
FC 217	**ACCEPTANCE OF OFFICE**	
	Councillor L Stevenson signed the Acceptance of Office form and duly took a seat at the meeting table.	
FC 218	**CO-OPTED COUNCILLORS COMMITTEE AND WORKING PARTY POSITIONS**	
	Councillor L Stevenson will be assigned a minimum of two Committee seats and other Working Parties in line with May's Annual Council Meeting following her meeting with the Chief Officer.	
FC 219	**DECLARATIONS OF INTEREST**	
	Councillor J Fuller and R Hailstone declared an interest in Agenda items 24 and 25 being members of the Cricklade & Steam Railway.	
FC 220	**PUBLIC PARTICIPATION**	
	There were none.	
FC 221	**CHAIRMANS ANNOUNCEMENTS**	
	The Well Church opened a 'soft' launch of the Underground Youth Project today and received a good attendance for the first event. Many youths popped in to check out the venue and those that attended were sharing the information with friends. The Youth Club runs every Monday and Tuesday 3pm – 6pm which its situated next to the library in Orbital Park. The Council's Community & Youth Co Ordinator will be regularly attending to support the events and is putting together a rota of Councillors and Staff wishing to volunteer their help so that the support is ongoing.	

FC 222	**MINUTES OF PREVIOUS MINUTES**
	Members confirmed as a true record the minutes of meeting held on Tuesday 20th February 2024 and the Chairman signed the minutes as a true record.
	Proposed: Councillor Heyes | **Seconded: Councillor J Jackson**
	Vote: Agreed with three (3) abstentions
	RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 20th February 2024.
	Members confirmed as a true record the minutes of meetings held on Tuesday 5th March 2024 and the Chairman signed the minutes as a true record.
	Proposed: Councillor A Roupelis | **Seconded: Councillor R Ross**
	Vote: Agreed with six (6) Abstentions.
	RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 5th March 2024.
FC 223	**SWINDON BOROUGH WARD COUNCILLOR REPORTS**
	One report to be discussed during the Planning & Highways matters.
FC 224	**COUNCILLORS REPORTS** **Cllr Worman –** Light failures in Haydon View, he has kept a log and raised with SSE. **Cllr Hailstone** – Chaired online Swindon Local Council Forum meeting with Swindon Borough Council reference transfer of services and new personnel introduced, will report further later in the meeting. Received an email from resident regarding Windflower Road regarding the condition SSE have left the area in general. SSE are due to come back as works are incomplete and are due to return. HWPC to keep an eye on the landscaping finished works. **Cllr Fuller –** Crossing outside Parish office the pedestrian crossing needs repainting. Office to raise with SBC. **Cllr Ali** – Shops on Thames Avenue, overflowing bins, reported to tidy up team. **Cllr Roupelis –** Nothing to report. **Cllr Munagala** – Nothing to report. **Cllr Park** – Nothing to report. **Cllr Ross** – Nothing to report. **Cllr John** – No 1 High Street, Swindon Borough Council (SBC) are to drop highways concerns and therefore has not been called in to SBC planning. *19:50 Members agreed to suspend Standing Orders to allow for Councillor Stanka Adamcova to speak.* Cllr Adamcova advised Full Council this property will house nine (9) occupants, so highways have dropped objection. Cllr Adamcova suggests proceeding to call this in. The Chairman explained that the Parish Council cannot vote on this as it's not an agenda item, its however its noted that the Parish Council support Cllr Adamcova to call the application in to SBC's Planning Committee and send a representative. **Cllr J Jackson** – Nothing to report. **Cllr S Heyes** – Nothing to report.
FC 225	**CHIEF OFFICERS REPORT** The Chief Officer will distribute forms to Members to ask which committees they wish to join and a revised meeting calendar. Please remember should the calendar be revised and return to the previous schedule of meetings, Councillors make themselves available weekly every Tuesday.

FC 226	**PLANNING & HIGHWAYS MATTERS**		
FC 227	**COLD HARBOUR JUNCTION** Full Council noted Cllr Fullers report on the junction and the recommendations. The report details the history along with the current issues and possible resolution. Originally the opinion that there should have been a 'flyover or a 'hamburger junction. However, this was before all the developments that now exist. The traffic is very slow as the congestion is so dense. It was put to Full Council to contact Blunsdon Parish Council and St Andrews Parish Council to understand if they have concerns, and if so, suggest working together on moving this Highways issue forward. The original road modelling is out of date as it did not include the developments that have subsequently been built. The traffic in all areas is affected by the increased and growing traffic in the surrounding areas. Chief Officer is in talks with the strategic manager at SBC, who is willing to meet and discuss concerns which will be reported back to the Planning and Highways Committee. There is currently approval for homes to be built behind the Cold Harbour, so now is the time to push forward to understand the route plans and models.		
FC 228	**20 FROME ROAD – TPO WORKS AND APPEAL** Members noted a report on a tree at the rear of a property in Frome Road. The tree is on land leased by the Parish Council, but the tree has a Tree Protection Order on it. Swindon Borough Council has recently rejected the application for tree works and the resident has subsequently appealed.		
FC 229	**PLANNING APPLICATIONS**		
FC 229.1	**S/24/0126**	Glyngarth, 50High Street, Haydon Wick, Swindon, SN25 1HX	Change of use from 7 be house in Multiple Occupation (Class C4) to 6 be Residential Care Home (Use class C2)
	HWPC COMMENTS: Cllr's did not realised this was a HMO. However, no grounds to object as reducing staff and residents. No objection.		
FC 229.2	**S/24/0228**	Unit C2, North Swindon District Centre, Abbey Meads, Swindon, SN25 4AN	Erection of external alterations to front and rear elevations, plant zone enclosure and trolley bay.
	HWPC COMMENTS: Not required to comment		
FC 229.3	**S/ADV/24/0229**	Unit C2, North Swindon District Centre, Abbey Meads, Swindon, SN25 4AN	Installation of 2 n o. internally illuminated box tenant signs, 1 no. internally illuminated qualifier sign; and new vinyl graphic signs.
	HWPC COMMENTS: Not required to comment		
FC 229.4	**S/HOU/24/0241**	27 Lampeter Road, Oakhurst, Swindon, SN25 2BP	Erection of a single storey rear extension and front and rear dormer windows.
	HWPC COMMENTS: Very built up area, Front dormer in keeping, rear back boxed dormer on this planning not in keeping. Object on lack of detail on back dormer.		

Initials _____

FC 229.5	**S/HOU/24/0266**	48 Southwold Close, Oakhurst, Swindon, SN25 2BD	Erection of a single storey side and rear extension.	
	HWPC COMMENTS: Object on lack of detail – no detail on SBC portal.			
FC 230	**GRANTS, REFUSALS, WITHDRAWALS, LAWFUL DEVELOPMENTS AND PRIOR APPROVALS.**			
FC 230.1	**230.1 S/TPO/24/0042**	20 Frome Road, Haydon Wick, Swindon, SN25 3PQ	Works to trees within TPO 2016-02.	**HWPC: Not required to comment. SBC: Refuses Consent.**
FC 230.2	**230.2 S/HOU/24/0099**	2 Calstock Road, Oakhurst, Swindon, SN25 2BG	Erection of a single storey and rear extension and 1 no. rear dormer window.	**HWPC: No objection. SBC: Hereby Grant Planning Permission**
FC 230.3	**230.3 S/TPO/24/0100**	17Wynwards Road, Abbey Meads, Swindon, SN25 4ZP	Works to trees within BOS TPO (No1) 1987.	**HWPC: Not required to comment. SBC: Grants Consent.**
FC 230.4	**230.4 S/HOU/24/0105**	6 Primrose Close, Haydon Wick, Swindon, SN25 1QY	Conversion of garage to utility/laundry and storage room.	**HWPC: No objection. SBC: Hereby Grant Planning Permission.**
FC 230.5	**230.5 S/PSOLP/24/0107**	Orbital Shopping Park, North Swindon, District Centre, Abbey Meads, Swindon	Notification for Prior Approval for the installation of solar photovoltaic (PV) panels.	**HWPC: Not required to comment. SBC: Prior Approval Required and Given.**
FC 230.6	**230.6 S/HOU/24/0131**	3 Churchfield, Haydon Wick, Swindon, SN25 1HY	Erection of a single storey rear extension.	**HWPC: No objection. SBC: Hereby Grant Planning Permission.**
FC 230.7	**230.7 S/PHOU/24/0140**	3 Marjoram Close, Haydon Wick, Swindon, SN2 2TH	Prior Approval Notification for the erection of a single storey rear extension measuring 3.20m (from original rear wall), 3.70m (maximum height) and 2.65m (height to eaves)	**HWPC: Not required to comment. SBC: Prior Approval Is Not Required.**
FC 230.8	**230.8 S/HOU/23/1240**	19 Larchmore Close, Haydon Wick, Swindon, SN25 3QG	Conversion of garage to living accommodation and erection of a porch.	**HWPC: No objection. SBC: Hereby Grant Planning Permission.**

FC 230.9	**230.9 S/TPO/23/1559**	51 The Street, Moredon, Swindon, SN25 3ER	Works to trees within BOS TPO No.37 (2010).	**HWPC: Not required to comment. SBC: Refuesd.**

FC 231	**FINANCE & POLICY COMMITTEE RECOMMENDATIONS**	
FC 231.1	Full Council noted the Bank Statements and Bank Reconciliation for March 2024.	
FC 231.2	Full Council approved the payment schedule for March/April 2024	
	Proposed: Councillor A Roupelis	**Seconded: Councillor J Jackson**
	Vote: Agreed Unanimously	
	RESOLVED: To approve the Payment Schedule for March/April 2024 for purchase daybook pages 3328-3376 and cashbook pages:	
	Page 575-575 (month 12). Retrospective approval as per Min Ref FP130D	
		£82,967.34
	Page 577-579 (Month 12)	**£15,365.97**
	Manual Schedule Payments 1-20 (Month 12)	**£29,860.78**
	Manual Schedule Payments 21-38 (Month 1)	**£47,647.12**
	Totalling	**£175,841.21**
FC 231.3	Full Council retrospectively approved the payments made using the credit card and petty cash for payments made in February 2024 and March 2024.	
	Proposed: Councillor J Ali	**Seconded: Councillor P Park**
	Vote: Agreed with one (1) abstention.	
	RESOLVED: To agree to retrospectively approve the payments using the credit card of £877.73 and petty cash of £19.73 for payments made February 2024 and March 2024.	
FC 232	**UPDATE ON ANNUAL PARISH MEETING HELD ON 26TH MARCH 2024**	
	Members noted the report. In general the feedback was very positive and well received. Some suggested changes and improvements were in the report such as:- • Event timing • Recording the meeting • Venue Hire • Expanding Amount Of Community Groups • More Engagement for Residents • Reviewing Speakers and Running Time • Timings Of Refreshments • Setting More Frequent Meetings Throughout The Year • Freedom of the Parish Awards • Feedback Form Responses – We had 6 completed feedback forms. All agreed that they found the meeting informative and that we included information on services that are important to them. Parish services most important to attendees included: “Seven Fields, community projects, Parks & Open Spaces, Direct support of wellbeing initiatives and vulnerable people, community partnerships, supporting community charitable organisations, Hydrotherapy and the Memory Café”.	
FC 233	**COMMUNITY LED ACTION PLAN**	

	The Chief Officer gave an update on the current progress of the Community Led Action Plan. The plan is colour coded, red not started, amber work in progress, green complete etc and feedback from residents to ensure they are happy with the progress and that the action has been completed needs to be sought. Councillors are required to champion the projects in red and project manage these over the next twelve months. Some of the items also fall under appraisal objectives with the staff to drive projects forward. The Community Led Action Plan is ongoing and will expand as more Councillors and volunteers work in the community. • Councillor P Park put himself forward for Senior Services Directory and Focus on Health. • Councillor O Munagala put himself forward for Park Patrol • Councillor A John put himself forward for Speed Indicator Devices • Councillor J Ali put himself forward for CYCLE4LIFE, Carbon Zero and Don't Get The Hump. • Councillor R Ross put herself forward for Youth Choice and Wheel Friendly. Chief Officer would like to benchmark progress ahead of calling for more actions important to the local community. Councillors should also feed into this to set the Council's objectives from 2025 and beyond. *20.30 Two representatives from Swindon & Cricklade Railway joined the meeting.*
FC 234	**COMMUNITY DEVELOPMENT COMMITTEE** **Summer Event** Full Council noted the report and understood the Event concept of 'around the parish in 20 days'. The idea is to get the community re-discovering parts of their communities. QR codes and collect points will be available at key sites within the parish to do various activities. Councillors could attend school assemblies to promote this and look for sponsorship. Marketing & Events Co Ordinator will be writing to FC reference a series of Event Working Party Dates and split into categories, for example: • Advertising, Price Setting & Sponsorships • Infrastructure • Event Content/Programming • Secure and safe **Councillor Engagement** Full Council noted the report. Keep Britain Tidy events were successful with twenty (20) bags collected, weather affected the turn out and it was held over the Easter break. Plans for the sponsored walk around the boundary continue, original thought of 10k was regarded as too long so an alternative starting in Mouldon Hill and ending in Seven Fields on 19th May to fall in line with mental health awareness week. More detail to follow. A charity page will be set up in due course.
FC 235	**PARKS & OPEN SPACES GROUNDS MAINTENANCE UPDATE** The Deputy Clerk & Services Manager gave a verbal update on the progress of the Grass Cutting. The team is two weeks in to first cut of the season and have had a couple of punctures and continuously assessing wet ground conditions. Repairs are done swiftly and in most cases the mowers were straight back out. The back up team is predominately focusing on blowing footpaths as the chippings are sticky. Next working party meeting is on 3rd May. Every Friday an update is posted on social media linking to the website. Countrywide is coming in 17th April to start on the large areas

	for grass cutting. Akers Way is an ongoing concern for residents, the Chief Officer will discuss with Head of Parks and Open Spaces to firm up a plan.
FC 236	**ITEMS FOR THE NEXT AGENDA/ ANNUAL COUNCIL MEETING** Note ACM 7th May 2024 Note FC 18th May 2024
FC 237	**EXCLUSION OF PUBLIC & PRESS** There were none.
FC 238	**SWINDON & CRICKLADE RAILWAY PRESENTATION LAND AT TADPOLE LANE** Representatives from Swindon & Cricklade Railway gave a presentation regarding the current site and plans for future improvement. Currently options are limited due to lack of space for parking etc. There is currently capacity of 100 cars, 30 of which are for the working volunteers. Nearby Farmers' fields are sometimes in use but with bad weather they cannot be used. As the Parish Council own the adjacent Tadpole Field, this could be an excellent opportunity for working together for parking, storage facilities, extending tickets for annual events. Representatives suggested possibly leasing or purchasing the land from the Parish Council and developing road access from Tadpole Lane into Tadpole Field. The Parish Council need to check if car parking and any building are possible, due to current covenants on the land and will be willing to carry out a joint feasibility study. Key areas to address are visitor safety, vehicle access, security and field suitability. *21.20 The two representatives from Swindon & Cricklade Railway left the meeting.*
FC 239	**SWINDON & CRICKLADE RAILWAY PRESENTATION LAND AT TADPOLE LANE/AGREE NEXT STEPS**
	Members discussed the potential partnership working and agreed there is potential for an excellent opportunity. The Council's aspirations for developing the site since 2016 have not been progressed due to not be able to fund this via the precept due to other large-scale projects. Members need to consider whether a lease agreement or a purchase would be most suitable and suggest meeting as a lone working party to discuss options ahead of creating a joint working party. Members noted that there is an aviation fuel pipeline there which would need to be considered as access could be awkward. Number of car parking spaces needs to be understood from the feasibility study. *Members agreed to suspend the Standing Orders to allow the meeting to continue until 10.00pm.*
	Proposed: Councillor J Ali | **Seconded: Councillor R Ross**
	Vote: Agreed with 3 abstentions
	RESOLVED: **1. To agree in principle to the pursuing the partnership request from Swindon & Cricklade Railway and to agree membership of the joint Working Party** **2. To investigate the value of the land being requested** **3. To commence speculative discussions with the original sellers to commence negotiations for any profit sharing on revenue until the restrictive covenants expire in 2035.**
FC 240	**GROUNDS MAINTENANCE FACILITY**
	The Chief Officer advised that there is a site visits scheduled tomorrow for Officers and Councillors R Hailstone & S Heyes to meet with the Contracts Manager, Architect and the Builders to confirm plans for start date 29th April 2024.

FC 241	**SWINDON BOROUGH COUNCIL (SBC) TRANSFER OF SERVICES**
	Councillor R Hailstone updated as the Chair of the Swindon Local Councils Forum a recent conversation held with the Forum's Transfer of Services Working Party and Swindon Borough Council. The Forum's Working Party met with the Interim Director of Operations and received an update that a Project Team had been set up to review the information required for parishes to make decisions on whether they wish to take on services from April 2025. The next Working Party Meeting will be scheduled to review the information from Swindon Borough Council prior to the Forum meeting on 23rd May 2024.
FC 242	**INSURANCE MATTER**
	The Chief Officer gave a verbal update on a insurance matter relating to a tree on land that the parish maintains on behalf of Swindon Borough Council. The insurance matter has been escalated to Swindon Borough Council for further action.
FC 243	**CLERKS APPRAISAL**
	The Chairman gave an update that the Chief Officer's appraisal was held in March 2024 and the objectives have been set for herself and her team for the coming year.

The meeting closed at 9.45pm **Chairman _____**