

## **HAYDON WICK PARISH COUNCIL**

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 14<sup>th</sup> September 2021 at 7.30pm.

### **ATTENDANCE**

**MEMBERS:** Councillors J Jackson, A John, R Hailstone (Chair), S Heyes (Vice Chair), V Manro, J Fuller, R Ross and S McDermott

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

### **POS 087**

#### **APOLOGIES**

Apologies were received and accepted from Councillor K T Naik (work commitments).

### **POS 088**

#### **DECLARATIONS OF INTEREST**

There were none.

### **POS 089**

#### **PUBLIC PARTICIPATION**

One (1) member of the public attended and thanked the Parish Council for clearing outside Whitworth Road Cemetery and Claremount Court as per an email earlier this week, stating the response time was very impressive. The member of public was interested in the Agenda Item 15 – Grass & Hedges asking for confirmation of the grass cutting schedule, listing dates of cuts to be sent to verify that eight cuts have been undertaken so far this season and wondering why roadside edges have not been weeded and maintained? The Head of POST advised that it is the responsibility of Swindon Borough Council (SBC) and members would try to discover current situation from SBC.

### **POS 090**

#### **CHAIRMAN'S ANNOUNCEMENTS**

Thanked all who volunteered and attended the successful Haydonleigh Skatepark opening event on Saturday 11<sup>th</sup> September 2021.

### **POS 091**

#### **MINUTES OF THE PREVIOUS MEETING**

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 10<sup>th</sup> August 2021.

**Proposed: Councillor A John                      Seconded: Councillor J Jackson**

**Vote: Agreed with one (1) abstention.**

**RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 10<sup>th</sup> August 2021 and signed.**

### **POS 092**

#### **SEVEN FIELDS**

Queries from the Seven Fields Conservation Group about the annual hay cut having still not taken place and concerns about the status of the conservation area. The Head of POST confirmed that he had spoken with two SBC Officers and the SBC Leader, Councillor D Renard, today and received updates about upcoming meetings with potential contractors that are interested in the hay cut. A further update will be available imminently.

### **POS 093**

#### **COUNCILLORS REPORTS**

There were no items to report.

Initials \_\_\_\_\_

**POS 094**

**DEPUTY CLERK & SERVICES MANAGER REPORT**

**Budget Aspirations** – did not feature on this agenda in view of a Parks & Open Spaces strategy meeting taking place soon after the agenda was circulated. The items arising from that meeting will be reviewed in more detail and budget aspirations will feature on the next agenda.

**Luna Close & Gaynor Close Refurbishments** – will commence in Luna Close on the 1<sup>st</sup> November 2021 and Gaynor Close on 15<sup>th</sup> November 2021. The projects will follow consecutively. To date, Oakhurst Community Primary School has raised more than £1,200.00 towards the new slide unit and a competition is being undertaken for the children to design a poster of their involvement in this project to be displayed on the gates. A plaque will also be sourced to put on the slide equipment thanking them for their contribution.

**Skate Park and KGV Opening Times** – due to the darker evenings coming the skate park and KGV will close earlier in line with the “dusk til dawn”, the skate park will close at 7pm throughout September and 6pm from October until March.

**Allotment Society** - joined the society for £55 per year to assist with legal advice relating to Goodearl and future sites like Tadpole. Other advice we access include verifying our tenancy agreements, rent rises, H&S, contracts etc. The membership includes access to regional representatives who facilitate forums to share good practices. There is also liability insurance cover up to £5m liability for accused or accidentally injuring or damage to property.

**POS 095**

**HAYDONLEIGH SKATEPARK**

Members received an update on about the loose fence posts between Haydonleigh Skatepark and Haydonleigh School’s MUGA. In 2019, the Parish Council paid 50% of the costs for the installation of the fencing but there is no mention of further maintenance or repairs in the correspondence. The supplier was contacted but the warranty has expired. Quotations have been requested by the supplier and other local contractors to see how much the repairs will cost so that the Committee could make an informed decision. The Council will contact the School to discuss sharing any potential costs. Once costs have been established the Officers will bring back to Committee or Full Council to avoid any further delays.

**POS 096**

**WILDFLOWER PLANTING 2021**

The Committee noted the report from the wildflower, trees and bulb planting working party detailing locations for future planting. Bulbs include miniature daffodils, tete-a-tete and crocus. The Committee agreed to continue with tete-a-tete, although not a British species, the cost is significantly cheaper. After discussion, the Committee agreed to recommendations 1 – 5 of the bulb planting report.

**Proposed: Councillor S Heyes                      Seconded: Councillor R Ross**

**Vote: Agreed unanimously.**

**RESOLVED: To agree the following locations for winter bulb planting:**

**1. Site 1, roundabout Purton Road & Westfield Way, selected bulbs; crocus; to compliment the planting of roundabout Purton Road, Akers Way, Mixed Colours of Species Crocus. This site should be planted by staff, so the necessary Risk Assessment can be done. Approximately 26m2 coverage.**

2. Site 2, bottom of Thamesdown Drive & Purton Road, selected bulbs; Miniature Daffodils & Tete-a-Tete. Approximately 60m2 coverage.
3. Site 3, Purton Road & Purton Road, selected bulbs; Miniature Daffodils & Tete-a-Tete. Approximately 70m2 coverage.
4. Site 4, Rose Walk Leisure Gardens, selected bulbs; True Native Bluebell.
5. Additional purchase grass marking paint, to mark those areas for planting.

**Total cost £1,556.50 + VAT to be coded to 4309/307.**

Members also noted the report for new suggested new trial wildflower areas and received an update on the previous trial areas, which are set to continue after seeing results in the fallow areas. The areas that were cultivated to begin with and scarified at the end of last season (Catherine Wayte and Old Blunsdon Road) will be tended to again using different machinery to achieve a better end result and enhance the chances of growth in 2022. After discussion, the Committee agreed to recommendations 1-3 of the report.

**Proposed: Councillor A John                      Seconded: Councillor V Manro**

**Vote: Agreed with one (1) abstention.**

**RESOLVED: To trial the following creation of wildflower sites:**

1. Site 1, roundabout Torun Way & Westfield Way
2. Site 2, roundabout Garsington Drive & Callington Drive
3. Site 3, Blunsdon Road (between wooden barriers)

**Total cost £646.00 + VAT to be coded to 4309/307.**

#### **POS 097**

##### **LEISURE GARDEN RENTS 2021/2022**

Members noted the increase in the annual leisure garden rent for 2021/2022 in line with July's Retail Price Index (RPI) figure 4.3%. Queries about why the rates are set against the RPI instead of the CPI, but this is historic and has stayed the same for continuity. There are inconsistencies against sites and sizes of plots especially at Ventnor Close which is under lease from SBC. The plot perimeters and costs can be fully reviewed for next year or upon the progression of the possible leisure garden plots on Tadpole Field. Concern that 4.3% seems high in the current economy, however, the highest monetary value is an increase of £2.25 per year for the biggest plot on one site, to which there are very few. As there is a large waiting list and a comparison with other local parishes was in line with the prices suggested, it was agreed that the leisure garden rates should be accepted for 2021/2022.

**Proposed: Councillor S Heyes                      Proposed: Councillor V Manro**

**Vote: Agreed with one (1) abstention.**

**RESOLVED: To accept the leisure garden rates for 2021/2022 to be invoiced accordingly in September.**

#### **POS 098**

##### **DUKE OF EDINBURGH (DofE) AWARD-VOLUNTEER ASSESSOR**

Members considered registering the Parish Council as a DofE Volunteer Assessor to assist young residents to achieve their DofE Awards by carrying out volunteering duties within the local community. It was acknowledged that further information is needed from the DofE Head Office as to how much involvement and supervision is required from the Parish Council. Members confirmed that they would agree to this decision in principle, as it is a very worthy award and would assist the community greatly with various volunteering opportunities and the Council to maintain the parish.

Initials \_\_\_\_\_

**Proposed: Councillor A John**

**Proposed: Councillor J Jackson**

**Vote: Agreed unanimously.**

**RESOLVED: To agree in principle to registering the Parish Council as a DofE Volunteer Assessor, if this doesn't become overbearing on Officers' workloads. The Deputy Clerk will report back to Committee retrospectively once established giving the outcome.**

**POS 099**

**PARKS & PROJECTS REPORT**

Members noted the report. There were no recommendations to consider. Topics included the works completed to date and what the team is working towards throughout September. Query was raised about the bridge repair for Mazurek Way Play Area and the Head of POST confirmed the team had achieved a significant cost saving by ordering the broken parts from the manufacturer rather a complete replacement unit. It was noted the order still needs to be placed.

**POS 100**

**GRASS & HEDGE CUTTING**

Members noted the Grass & Hedge Cutting Report. There were no recommendations to consider. Members heard an update on the grass/hedge cutting schedule. It was confirmed that the grass cutting is on target for a three-week turnaround and that the eighth cut is currently being carried out. The Contractors began the autumn flail cut but due to the inclement weather and several wasps nest, the Contractors stopped works for health and safety reasons and are due to return on Wednesday 15<sup>th</sup> September 2021.

**POS 101**

**HEAD OF POST REPORT**

Members noted and discussed contents the Head of POST report which included an update on the daily worksheets and works completed since the previous meeting. There were several non-urgent items carried forward into September due to a reduced team because of annual leave. It was noted the mini compact sweeper is due to arrive on Monday 4<sup>th</sup> October 2021. The Officer reported a query from a resident with regards the purchase of open space outside of 1 – 5 High Street. Residents are enquiring if the Parish Council has any objections to the purchase. Members confirmed that this was previously turned down by SBC because the area has a Tree Preservation Order (TPO) and it is public open space. Members agreed not to comment as it may be received as a future planning application. It was acknowledged that SBC has overall responsibility for the final decision. Members were also concerned that this could a precedent and reduce public open spaces in other areas.

**POS 102**

**CLIFFORDS MEADOW**

Members received an update on the future maintenance of Cliffords Meadow, the Deputy Clerk read an email from a concerned resident about the fencing that the Council put across a gap in the hedge at Luna Close Play Area that keeps being removed and that a few teenagers/young adults had gained access and tried to start a fire. The Head of POST confirmed that stronger fencing can be put in place to deter people from using this gap and would chase a response from Natural England on the status of the annual hay cut.

**POS 103 OPERATIONAL BUDGET MONITORING**  
Members discussed and noted the Parks & Open Spaces income and expenditure budget for Month 6.

**POS 104 ITEMS FOR THE NEXT AGENDA**  
To be sent to the Clerk in advance of the next meeting on 9<sup>th</sup> November 2021.

**POS 105 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: Commercially Sensitive.

**POS 106 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY**  
Members noted the verbal update on the Parks & Open Spaces Maintenance Facility. The Planning application has now been submitted. The Working Party and Officers have mapped out the project using Microsoft Office. A building architect needs to be appointed but not all quotes have yet been received, further information will be reported later. Members also noted a presentation on a proposal for an enhanced hybrid resourcing model. The presentation and the Committee’s recommendation will go to Full Council on the 28<sup>th</sup> September 2021. After discussion the members agreed to 1-4 of the Working Party’s recommendations.  
**Proposed: Councillor J Jackson      Seconded: Councillor V Manro**  
**Vote: Agreed unanimously.**  
**RESOLVED: 1. Committee to give the Officers (working with the Working Party) Delegated Authority to proceed and appoint an architect up to value of £9,000.**

*21.23pm The Deputy Clerk left the meeting and returned at 21.25pm*

**Proposed: Councillor A John      Seconded: Councillor R Hailstone**  
**Vote: Agreed with one (1) abstention.**  
**RESOLVED: 2 To reimburse SBC’s reasonable legal and estate fees and to appoint a local solicitor to liaise on our behalf with SBC. Cost to be met from Capital Projects / Depot Feasibility budget.**

*Councillor V Manro declared an interest in this item and abstained from voting.*

**Proposed: Councillor J Jackson      Seconded: Councillor V Manro**  
**Vote: Agreed unanimously.**  
**RESOLVED: 3. To recommend to Full Council to progress with a hybrid enhanced model. Final costings to go to Full Council on 28<sup>th</sup> September for further consideration.**

**Proposed: Councillor J Jackson      Seconded: Councillor A John**  
**Vote: Agreed unanimously.**  
**RESOLVED: 4. To give the Officers (working with the Working Party) Delegated Authority to proceed with the Grounds Maintenance Facility decisions, expenditure capped to the Committee’s delegated financial authority of £25,000.**

The meeting closed at 21.31pm

**Chairman:**