

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 10th October 2023.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chairman), E Baker-Walker, A Jimmy, A John, V Manro, and R Worman

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Head of Parks & Open Spaces, Dave Hunt
Meetings Administrator, Julie Coe

POS 091 APOLOGIES

Apologies were received and noted from Councillors S Heyes, J Ali, O Mungala, P Park, and R Ross (Personal Commitments).

POS 092 DECLARATIONS OF INTEREST

There were none.

POS 093 PUBLIC PARTICIPATION

There were none.

POS 094 CHAIRMAN'S ANNOUNCEMENTS

There were none.

POS 095 MINUTES OF THE PREVIOUS MEETING

Members reviewed the minutes of the Parks and Opens Spaces Committee meeting held on Tuesday 12th September 2023 and the Chair of the Committee signed the minutes as a true record.

Proposed: Councillor A John

Seconded: Councillor A Jimmy

Vote: Agreed with one (1) Abstention

RESOLVED: Members confirmed as a true record the minutes held on Tuesday 12th September 2023 and they were signed by the Chairman.

POS 096 SEVEN FIELDS

The fields particularly muddy around Kingsbridge and the bridge is in need of maintenance, SBC (Swindon Borough Council) been contacted to address this issue.

POS 097 HEAD OF PARKS & OPEN SPACES REPORT

70 tasks were carried forward from August. 27 new cases in September, 40 completed in September with 57 being carried forward to October. It is projected new cases will drop off as the weather gets colder and so the team will be caught up by the end of the year. The Tidy Up Team continue to help the shrub/tree team by assisting with overgrown shrubs and hedges after completing the main daily tasks of litter and bins.

POS 098 DEPUTY CLERK AND SERVICE MANAGER'S REPORT

Nothing to report.

POS 099 COUNCILLOR REPORTS

Councillor V Manro – Assisting residents of Haydon Court and awaiting a meeting with the Housing Association. The windows were finally boarded up and the Police increased patrols in vehicles. Residents would like to see Police patrolling on foot.

Councillor R Worman – Requested an updated schedule, this will be completed by HWPC officer on 11th October 2023.

Councillor E Baker-Walker – The trees are overgrown on Bluebell Path causing some obstructions, SBC sent out a representative to assess. The Sycamore Tree

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on the High Street on SN25 1HX needs a removal (as told by the insurance company). Debate on who should pay for this or if indeed it actually needs to be removed continues.

Councillor A Jimmy – Nothing to report.

Councillor A John – Nothing to report.

Councillor R Hailstone – Reported his attendance at the site meeting with Tiny Forests.

POS 100 GROUNDS MAINTENANCE SCHEDULES & COMMUNICATONS

The Parks & Open Spaces team received a tractor and side arm on 12th September 2023 and is in full use with the schedule running until 15th December 2023. The team continues to work on the priority list which consists of areas within the Parish that require urgent shrub reduction. The grass and hedge/shrub cutting schedule has been updated and is available in full on the website.

POS 101 WINTER PROJECTS

Winter works will commence when the mowing ceases. There will be focus on tree works that require maintenance, once is established they are in HWPC's remit. Low level works from ground level to an approximate height of 3.6mt fall into this category. Any fallen trees or partially fallen will also be removed and the area made good. Crown lifting remains a prime task, this involves clearing away any obstructions that hinder the mowing program. The replanting programme at Tadpole Field will commence once the quotes are received and a price agreed. Two companies have been approached for pricing. When ready to plant members of the public will be approached to help to plant, if there is a lack of response the maintenance team will conduct the planting of the Trees. *Action: Head of POS to progress with Tadpole replanting order price for Chief Officer approval and arrange volunteer planting days.*

POS 102 TINY FOREST CREATION – NEXT STEPS

A site meeting took place on 9th October 2023 with Council Officers, Head of Parks & Open Spaces and Earth Watch. Utility service plans have been received for both sites: Grace Walk and Voyager Drive.

Grace Walk - Grace Walk residents were sent correspondence with regard the project and was met with no response or any objections. The proposed plan can now go ahead with the planting to be located close to the pond area and split equally between the North and South of the site. HWPC will give Earth Watch the go ahead on this site.

Voyager Drive – Following the site visit more investigation with Earth Watch is needed as a fourth option was discussed at the visit. A future report to be brought back to Committee or Full Council whichever is first. The report will need to detail the planting map along with the required service map. *Action: Chief Officer to sign land agreement and discuss alternative site at Voyager. Head of POS to prepare report for POS Committee.*

POS 103 PARKS & PROJECTS REPORT

Play Area Working Party was held. Works completed: -

1. Allotments – the gate codes have been changed and the water turned off.
2. Gaynor Play Area - Roofs have been rebuilt with new boards, painted and put back.
3. Skate Park – Two new bins have been fitted in place of the old wooden bins. The wooden bins have been repaired and are ready to go in a new location when needed.

The report also detailed works that are scheduled and the time scales, considerations for the remaining budget for 23/24 to be met from 4305/307 and aspirations for 2024/25. Committee approved the play area expenditure except for the cost for CCTV at £600 as more information is required. *Action: Head of POS to locate more information about the CCTV before the next POS meeting.*

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Proposed: Councillor V Manro

Seconded: Councillor R Hailstone

Vote: Agreed unanimously.

RESOLVED: To approve the expenditure to be met from existing budget 4305/307: Gaynor Close netting, £1,659.27, three gate mechanisms total £1,242.00 and a set of tools for maintaining play areas up to value of £750.00 (hedge cutter, strimmer, and blower). Excluding CCTV until further details received. Total of £3,651.27.

POS 104 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

There were no further updates.

POS 105 OPERATIONAL BUDGET MONITORING

Members noted the operational income and expenditure for month 6.

POS 106 BUDGET ASPIRATIONS

Budget aspirations were discussed and agreed upon in preparation for budget setting for 2024/2025.

Proposed: Councillor R Hailstone

Seconded: Councillor V Manro

Vote: Agreed unanimously.

RESOLVED: To submit the following aspirations for the budget setting 2024/25.

- Brookfield Play Area – replace the bark chippings and replace with safety wet pour surfacing – £20,000.00 already in the budget aspirations for 2024/25 (4518/302).
- Maintenance Repairs budget – could be increased for replacement panels, nets/ ropes, and gate fixings – £12,000.00 already in the budget aspirations for 2024/25 (4305/302) also there will be surplus in the Play Area EMR's due to cost saving on Trent Road Play Area tender (approx. £7,762.00). Current budget underspends will be put back in the reserves too, so no increase needed for 2024/2025.
- A reduced amount for play area refurbishments next year, but during budget setting last year it was agreed to keep £10,000.00 to build up reserves for 2024/2025 and £20,000.00 for 2025/2026. Members considered increasing accessible equipment in current play areas and suggested that this was increased from £10,000.00 to £50,000.00 (4316/302).
- This will result in a precept increase for 2024/25 of £4.46 / 0.11%.

POS 107 TREES, BULBS AND WILDFLOWER WORKING PARTY

A quotation has been requested for the bulbs, once this is received and agreed planting is scheduled to commence from end of October to end of November 2023.

Action: Head of POS to chase quotations and get approval from the Chief Officer before placing the order. Arrange planting sessions in October and November.

POS 108 ITEMS FOR THE NEXT AGENDA

To be passed to the Chief Officer in advance of the next meeting on 7th November 2023.

POS 109 EXCLUSION OF PUBLIC AND 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: Sensitive and Contractual.

POS 110 SHRUB BED REMOVALS

The intention is to commence with roadside shrub bed removal at the junction of Shepperton Way, Elstree Way at the western end nearest to Asda Walmart. This will have a rolling approach rather than hit and miss on shrub beds. Hit and miss would

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be Rosa Rugosa first removal, Lonicera second removal and Cotoneaster third removal. Interruption to this program would be shrub beds contaminated with bramble, thistles, and self-set Ash. There are two options:

1. Remove all shrub beds either side of the road.
2. Remove selected shrub beds based on species and location.

Members agreed there will need to be a resident consultation to explain fully as to why any shrub bed removal is taking place and what the schedule is.

No decision was made and requested further exploration before proceeding.
Action: Head of POS to bring back to a future meeting.

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PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

There was no update.

Meeting Closed at: 8.58pm Signed by Chairman _____