

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 11th April 2023.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chairman), S Heyes, A John, E Baker Lee, V Manro, S McDermott and R Ross

OFFICERS: Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, Dave Hunt
Meetings Administrator, Julie Coe

POS 240 APOLOGIES

Apologies were received Councillor K T Naik (Work Commitments) and J Jackson (Borough Commitments).

POS 241 DECLARATIONS OF INTEREST

None declared.

POS 242 PUBLIC PARTICIPATION

There were three members of the public present. Two wished to observe the meeting and one expressed his concerns over Agenda Item 13 – Parks & Open Spaces Grounds Maintenance Facility, stating that it was the last opportunity to postpone the timescales of the project in line with inflation. *The Chair of the Committee updated that the motion has now passed, and that the Council resolved to continue with the project. Further discussion would need to take place at Full Council.*

POS 243 CHAIRMAN'S ANNOUNCEMENTS

Welcomed the new Meetings Administrator and thanked the Councillors for the last four years of servicing this Committee during their term in office.

POS 244 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 14th March 2023 as a true record.

Proposed: Councillor A John Seconded: Councilor R Ross

Vote: Agreed unanimously.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 14th March 2023 and they were signed by the Chairman.

POS 245 SEVEN FIELDS

The Seven Fields Conservation Group has requested that the meadow cut does not take place until after 21st July, preferably early August, due to this being National Meadows Day. *Councillor V Manro updated that Swindon Borough Council has confirmed the contract and will be updated with the preferred timescales.*

POS 246 COUNCILLORS REPORTS

Councilor S Heyes: Nothing to report.

Councillor V Manro: Confirmed positive feedback from Easter Hunt and observations from residents that the grass cutting should have taken place prior, which was not possible due to wet weather.

Councilor A John: Received a location for a suitable wildflower area from a local resident and will report this to the Bulbs & Wildflower Working Party to be presented at the next POS Committee meeting.

Member of public arrived at 19:39.

Councilor R Ross: Nothing to report.

Councilor S McDermott: Nothing to report.

Councillors E Baker Lee: Request to remind security contractors to open and close the park for future bank holidays as it was not opened on Good Friday.

Councillor R Hailstone: Swindon Borough Council Officers are looking for 10 sites within Swindon to plant Tiny Forest areas. *The Head of Parks & Open Spaces raised the issue of ongoing maintenance work and Councillor V Manro suggested there was more of a return to the Trees for Climate initiative.* Requested areas for consideration were sent through ready for discussion at the upcoming Bulbs & Wildflower Working Party.

POS 247

DEPUTY CLERK AND SERVICE MANAGER'S REPORT

Sensory Garden – To note that the Memory Café and Parks & Projects Team has collaborated and built a Sensory Garden at Goodearl Allotment Site. £264.00 out of the £500.00 surplus horticultural budget at year end has been spent on this project to date. If any Councillors are passing, please pop in to see the progress and support the project.

POS 248

HEAD OF PARKS & OPEN SPACES' REPORT

Members noted the report. Grass cutting at the start of this season has been irregular due to recent increased rainfall. The Grass Team has identified 42 small areas for the Back Up Team to cut with trimmers and blowers, to avoid possible damage to new machines. This additional work will not have an impact on the three weekly mowing cycle.

POS 249

AUTUMN/WINTER SHRUB AND HEDGE MAINTENANCE

Members noted the report. The hedge and shrub bed maintenance has been successful. The autumn programme has now finished due to birds nesting and the spring/summer schedule is underway, which is a lighter cut of roadside shrub beds. It was acknowledged that the enhanced specification was for a duration of two years and that due to being let down by the previous contractors and taking the work on in-house, it has been more labour intensive than first thought. Requests to start this year's schedule in Oakhurst as due to the way the schedule starts in Abbey Meads and ends in Oakhurst, some maintenance has not been conducted. An observation was also raised that there was still debris in the hedges cut around Mazurek Way Play Area which needs removing.

POS 250

PARKS & PROJECTS REPORT

Members noted the report and acknowledged that the hanging baskets and planters around the Council Offices need to be conducted by the in-house Parks & Open Spaces Team as the previous supplier has now closed trading.

Initials _____

POS 251

PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

The Head of Parks & Open Spaces confirmed that the lease agreement from Swindon Borough has been highlighted as the 24th of April for temporary accommodation. Officers have received updated quotations from potential project managers and the costs are in the remit of £25,000.00 for a contract this size. Once an update has been received regarding the Public Works Loan and the contract have been exchanged with Affleck, the Project Management specification and costs can be finalised and brought back to a future Committee.

POS 252

OPERATIONAL BUDGET MONITORING

Due to year-end, the figures for Month 12 are not available and members should refer to Month 11 for up to date information.

POS 253

ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer in advance of the next meeting on 23rd June 2023. Note that urgent items can be taken to Full Council.

POS 254

EXCLUSION OF PUBLIC AND PRESS

RESOLVED: 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: Contractual.

POS 255

ELECTRIC VEHICLES

Members noted the report detailing quotations for leasing a new electric vehicle. Members acknowledged that the vehicles were three pin plugs and could be charged ahead of the completion of the Grounds Maintenance Facility. It is unlikely that mileage would be exceeded past 10,000 for the duration of the contract, but due to the costs being below budget some contingency funds could be used.

Proposed: Councillor S Heyes Seconded: Councillor V Manro

Vote: Agreed unanimously.

RESOLVED:

- 1. To proceed with Rygor Ltd at a cost of £5,586.25 per year to be met from 4610/307.**
- 2. To earmark surplus funds of £4,841.25 as a contingency amount in the unlikely event that 10,000 miles are exceed at the end of the contract.**

POS 256

CCTV

The Deputy Clerk & Services Manager gave updated costings from the supplier regarding the recently agreed contract for deployable cameras. There has been a miscommunication and miscalculation and the deal of three cameras for £7,000.00 has not been honoured. A new costing of £12,500.00 for two cameras was presented. Members felt that the new costings for leasing the cameras were expensive and requested contacting a local supplier for a comparative quote. Proposals will be brought back to Full Council in April.

Meeting closed: 8.40pm.

Initials _____