

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 12th October 2021 at 7.30pm.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chair), S Heyes (Vice Chair), V Manro, A John, 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 107 APOLOGIES

Apologies were received and accepted from Councillor K T Naik (Personal Commitments) and J Jackson (Borough Council Commitments).

POS 108 DECLARATIONS OF INTEREST

There were none.

POS 109 PUBLIC PARTICIPATION

One (1) member of the public attended and made representation under
A) Minute reference POS 089 dated 14/09/2021 and requested updates. Head of POS advised that the process is ongoing but would take several sweepings to resolve. Also, that he would investigate the pavement edges situation with Swindon Borough Council (SBC).

B) Enquired if the grass cutting schedule was on track. Head of POS advised that this is in his report – Agenda Item 12.

C) Enquired reference POS 102 14/09/2021 – Update on Cliffords Meadow. Head of POS advised that fencing taken from the skatepark had been placed securely accordingly. The Parish Council has incurred minimal costs for administration time, contacting the Land Agent and Natural England and some of the materials used to close the gap in the hedges near Luna Close Play Area.
D) Path along Pond Street to Seven Fields overgrown with brambles and bushes, some are at eye level and could present a danger. Head of POS will investigate and report back.

E) Income and Expenditure queries – 4009/307 is almost overspent, this is due to the funds being allocated to the skate park fencing work carried out early in the financial year due to security risks. 1183/307 is an income code that received an amount of credit due to an over payment of vehicle hire last month.

POS 110 CHAIRMAN'S ANNOUNCEMENTS

There were no items to report.

POS 111 MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 14th September 2021.

Proposed: Councillor A John Seconded: Councillor S Heyes

Vote: Agreed Unanimously.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 14th September 2021 and signed.

POS 112 SEVEN FIELDS

Councillor E Baker Lee submitted a report to advise that there were no current matters arising at the Seven Fields but the Conservation Group is keen to establish better working relationships with SBC and HWPC.

POS 113 COUNCILLORS REPORTS

Councillor S Heyes Noticed three streetlights out in Taw Hill and requested all Councillors are aware and to report any issues to SBC as soon as possible.

Councillor R Ross Confirmed issues at Cliffords Meadow almost resolved now that the hay cut has taken place, still an ongoing enquiry into the fencing near properties regarding whether this belongs to the Landowners, housing developers or the residents.

Councillor S McDermott Spotted building materials on entrance to Cliffords Fields and not aware of any work. Councillor R Ross advised that a resident was embarking on some work with larger machinery but will investigate and report back next meeting.

Councillor R Hailstone Questioned the SBC Ward Councillors as the Mazurek Way/ Orbital bus lane has been closed for some time without any work progress. Councillor V Manro advised that it will be closed until December 2021 as core samples are being taken due to a drainage issue. Land all owned and maintained by Asda.

POS 114 DEPUTY CLERK AND SERVICES MANAGER'S REPORT

Haydonleigh Skate Park - Been approached by PCSO re groups of skaters at Orbital Centre. Skaters advised that lights don't work at Skatepark. Police had previously advised that they prefer a gathering at the Orbital as it is easier to control.

Compact Mini Sweeper - Reported that very good feedback has been received with regard the hire of the new mini sweeper from public and staff alike.

POS 115 LEISURE GARDEN UPDATE

Members noted the report, and no recommendation to consider. Highlights:

- annual rent letters being sent to be paid by the 31st of October 2021.
- invitation to the Annual Plot Holders meeting which is due to take place on Monday 18th October 2021
- at the Plot Holders meeting there will be an update on the Grounds Maintenance Facility and plans for Goodearl site.
- Miscalculation error for Ventnor Close renewal rates and 25 plot holders affected – correct amounts communicated.
- Waiting list of 28 people on the possible new leisure garden site at Tadpole Lane. Delays to allocating people on waiting list due to future changes at Goodearl but all vacant plots have been offered out. Remains four plots at Ventnor Close which have been offered but not accepted. A social media post will be created to see if there is any interest.
- Twigs attending the Plot Holders Meeting on Monday 18th October 2021 to give a presentation.
- End of season inspection will take place at the end of October 2021- councillors invited to attend.

POS 116 PARKS & PROJECTS

Members noted the reported and noted that the bridge for Mazurek Way has been ordered at a value of £1,436.37 to be coded and use the remaining budget for 4305/302. The order was placed in line with the procurement policy as this is a specialist manufactured part there was no cheaper alternatives, due to this the purchase can be reported retrospectively to the Committee.

POS 117 PLAY AREA WORKING PARTY

The Play Area Working Party met on Monday 4th October 2021 and discussed potential refurbishments for next year and the next 3 years in line with the creation of the Council's strategy. Further information to be discussed in Budget Aspirations, later in the meeting.

POS 118 GRASS & HEDGE CUTTING

Members noted the Grass & Hedge Cutting Report. There were no recommendations to consider. It was confirmed that the grass cutting is on target for a three-week turnaround and that the ninth cut is currently being carried out. However, cut number 10 will be extended by two weeks due to the arrival of compact sweeper. Hedge and Tree maintenance is up to date. External contractors have experienced mechanical issues but have continuing cutting by hand.

POS 119 HEAD OF POST REPORT

Members noted and discussed contents the Head of POST report and after discussion agreed to the recommendations within the report.

Proposed: Councillor S Heyes Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED:

1. To agree to fund additional cost of Street Sweeper replacement brushes an additional £115.00 is needed from the budget.

2. To note a specialist item of play equipment part was purchased at £1,500. This item is not available from other manufacturers and three comparable quotations are not possible, therefore, inline with the Council's procurement policy and financial regulations, this has been ordered and reported to Committee retrospectively.

POS 120 WINTER PROJECTS 2021

Received and noted an update on the winter projects and planting schedule for the Team to complete between October – March. It was suggested to use common Hawthorne as an alternative to Blackthorne.

POS 121 BULB PLANTING 2021

Members received and noted the report which included sites in Purton Road/ Westfield Way Roundabout/Thamesdown Drive to be planted by Parish Council staff in view of possible risks on road crossings. Further updates to follow and a programme of dates and locations will be available to share with volunteers in October Half Term (21 October – 1st November) in the hope that younger residents can join in with the activities. Will continue investigations into a new project for Council to consider in 2022.

POS 122 HIRE OF PUBLIC OPEN SPACES

Members noted and discussed the report which included recommendations for five suitable locations within the parish to hire out for sporting events, community events and private hire for picnic's, birthday parties, etc. An additional recommendation to charge personal trainers, receiving an income, for the hire of conducting their business on public open spaces. The Committee felt that this would be an administratively heavy task to monitor and enforce and therefore the event requests should be reviewed on a case by case basis. Use of the land for Council events can be approved accordingly following a site visit and risk assessment conducted by the Head of Parks & Open Spaces and reported retrospectively.

POS 123 BUDGET ASPIRATIONS

Members felt they didn't have enough time to review the recommendations from the Play Area Working Party to submit as budget aspirations so would review and revisit in the November meeting. No other aspirations were given.

20.45 Councillor V Manro and the member of public left meeting.

POS 124 OPERATIONAL BUDGET MONITORING

Members noted the Parks & Open Spaces income and expenditure budget for Month 6.

POS 125 COMMUNITY INFRASTRUCTURE LEVY RECEIPT

Members noted and considered a 2020-21 CIL receipt of £11,980.24 to be paid in this financial year. It was suggested this could be transferred to the Parish Council's Reserves account.

POS 126 ITEMS FOR THE NEXT AGENDA

To be sent to the Clerk in advance of the next meeting on 9th November 2021.

POS 127 EXCLUSION OF PUBLIC & 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 128 PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members noted and discussed the verbal update on the Parks & Open Spaces Maintenance Facility. Members discussed the planning application, comments received from the adjacent property and an update on the project plan with actions pending from the Officers. The Head of POST confirmed that the final location chosen was to minimize potential displacement of plots and complement design to the natural surroundings. Decision from SBC Planning is due on the 5th November 2021.

The meeting closed at 21.16

Chairman:

Initials _____