

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 13th June 2023.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chairman), S Heyes, J Ali, A Jimmy, A John, V Manro, O Munagala, R Ross and R Worman

OFFICERS: Chief Officer/Clerk & RFO, Georgina Morgan-Denn
Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, Dave Hunt

POS 001 APOLOGIES
Apologies were received Councillor E Baker-Walker (Personal Commitments).

POS 002 DECLARATIONS OF INTEREST
None declared.

POS 003 PUBLIC PARTICIPATION
There was one member of the public present who wished to observe the meeting.

19:31 Councillor J Ali joined the meeting.

POS 004 CHAIRMAN'S ANNOUNCEMENTS
Welcomed Members to the first meeting of the Parks & Open Spaces Committee this municipal year. Requested that Members please speak loudly and clearly so that the minutes can be recorded accurately.

POS 005 MINUTES OF THE PREVIOUS MEETING
Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 11th April 2023 as a true record.
Proposed: Councillor R Ross Seconded: Councillor A John
Vote: Agreed with four (4) abstentions.
RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 11th April 2023 and they were signed by the Chairman.

POS 006 COUNCILLOR INDUCTION TRAINING
The Deputy Clerk & Services Manager introduced the Terms of References for the Parks & Open Spaces Committee and briefly went through the items on the agenda. The Chief Officer informed Members of the Parks & Open Spaces budget, which makes up 66% of the overall precept due to the size and scale of the parish and the service that is provided.

POS 007 SEVEN FIELDS
There was nothing to report.

POS 008 INVITATION TO TENDER – TRENT ROAD FIELD PLAY AREA
Members noted the timeline for the Trent Road Field Play Area refurbishment. Bids are due to be received at the end of June for scrutiny and recommendation to Full Council at the end of July. The Head of

Initials _____

Parks & Open Spaces has answered a series of clarification questions which appear on the [Council's website](#). The Council will be working with pupils from Greenmeadow School and two accessible play charities Mums on a Mission and Benjamin's Smile. Members queried the contingency amounts assigned to the project and requested a figure detailed within the reports. The £5,000.00 figure was given verbally, and this is to cover the CCTV to protect the asset, and for any unplanned contingencies, funding additional equipment if space allows or enhancing existing equipment to match the new if budget allows.

POS 009

COUNCILLOR REPORTS

Councillor S Heyes – Nothing to report.

Councillor V Manro – Nothing to report.

Councillor J Ali – Nothing to report.

Councillor A Jimmy – Nothing to report.

Councillor R Ross – Nothing to report.

Councillor A John – Nothing to report.

Councillor O Munagala – Nothing to report.

Councillor R Worman – Requested an update from the Head of Parks & Open Spaces on Swindon Borough Council's weed spraying schedule? *Response: SBC's Highways Dept is responsible for kerb side weed spraying, but this schedule is not taking place this year. SBC's Street Works Dept is responsible for weed spraying around street light columns, street furniture and footpaths – which are reasonably clear of debris.*

Councillor R Hailstone – Noticed that the bins at Mouldon Hill following the last Bank Holiday Monday were overflowing. Better monitoring of resourcing needs to be considered to avoid this and increased workload for the Tuesday bin round.

POS 010

DEPUTY CLERK & SERVICES MANAGER'S REPORT

Nothing to report.

POS 011

MEMORIAL TREE AT HAYDONLEIGH SKATEPARK

Members received a request via Kelly's Foundation on behalf of one of their families who wished to plant a Memorial Tree at Haydonleigh Skate Park. The planting would take place in the Autumn to honor their son, a young keen skater, and regular visitor to the park. The resident would contribute substantially to the cost of the memorial tree and its installation. The Head of Parks & Open Spaces will review the request further to find a suitable tree and suitable location within the Skate Park and liaise with Kelly's Foundation on the costs. Members suggested reviewing the perimeter needed surrounding the Skate Park from a health and safety perspective. In principle, Members were keen to progress with the idea and agreed in principle to the placement of the Memorial Tree subject to further information presented to Committee for discussion in July 2023.

POS 012

LEISURE GARDENS

Members received an update on the status of the Leisure Gardens and the upcoming annual competition which will be held in July. Members reviewed a complaint about the lighting and timing of bonfires from a resident who lives adjacent to the Ventnor Close site. Members confirmed the Terms & Conditions do not allow for bonfires on Rose Walk

and Goodearl, but existing tenants at Ventnor Close signed up to the Borough Council's Terms & Conditions which allow for small incinerators on plots. Members will review the Terms & Conditions at a future meeting but in the meantime, requested displaying notices on the noticeboards and on the gates requesting that plot holders consider the neighbouring properties when lighting bonfires.

POS 013

HEAD OF PARKS & OPEN SPACES' REPORT

Members noted the report and requested clarity on the process for reporting issues via tidyup@haydonwick.gov.uk and the response received to keep them informed of enquiries. The Head of Parks & Open Spaces confirmed there is a reference number given to residents and where possible responses are sent to keep those that reported the issue up to date. Due to the sheer volume of enquiries, especially within the summer months, this is not always possible, and items are actioned in line with the work schedules, so stipulating in the email if you wish to receive updates on cases is required. Members queried when the electricity tariff will be reviewed on the electric vehicles and suggested storing electricity batteries, which can be charged overnight in the summer months when the tariff is cheaper to aid electric supply in the winter months when the costs hike. The charging points at the Council Offices are temporary until the Grounds Maintenance Facility has been built, but these are key considerations which need to be discussed at the next Working Party. Members considered the location of a Memorial Bench at Voyager Drive Play Area and agreed in principle subject to consultation feedback with surrounding properties.

POS 014

WILDFLOWER, BULBS AND TREES

Members noted the report from the Working Party which detailed the success of previous sites and the planned works for this year. After discussion, Members agreed to the new locations and methods detailed within the document. The Head of Parks & Open Spaces will now consider the priority of the works and implement the programme throughout the autumn/winter months. It was acknowledged that the Tiny Forest locations are subject to receiving a successful grant, which is currently in progress.

POS 015

AUTUMN/ WINTER SHRUB & HEDGE MAINTENANCE

Members noted the report detailing the progress of the Shrub and Hedge Maintenance. The team is currently conducting the summer program which runs from June to September. The team begin the schedule in Abbey Meads, moving on to Haydon Wick, Greenmeadow, Moredon, Taw Hill, Haydon End and finish up in Oakhurst. This schedule mirrors the grass cutting cycle which works well and is familiar to the team. Members queried if the current spring/summer schedule could be undertaken in a reverse order – starting where the previous schedule finished in the winter months, as this would enable the areas that were not serviced under the autumn/winter hedge maintenance program, to receive maintenance earlier than planned. It was acknowledged that the types of work under each seasonal program are different - for example the large hedges and major cutbacks are done in the autumn/winter months and the roadside shrub beds are cut in the spring/summer months. Therefore, operationally the shrub beds still need to be cut and areas in Abbey Meads and Haydon End require the most amount of work compared to smaller areas like Oakhurst. Re-mapping the program for

Initials _____

Autumn 2024 could be a consideration now that the team will have one year's experience and has made significant progress in 2023. Members also requested liaising with the neighbouring parish to ensure the boundary lines are cut at the same time.

POS 016
POS 016A

GRASS CUTTING

Members received a report regarding the current grass cutting schedule and mechanical and ground issues experienced at the beginning of the season which has delayed the schedule. The schedule is now back on track with the fourth cut of the season beginning as of Monday 12th June.

POS 016B

Members received a report from Councillor V Manro regarding improving the communication methods to residents and publishing the grass cutting schedule on the website.

21:01 Members agreed to suspend the Standing Orders to allow the member of the public to speak.

The member of public requested some aerial imagery, highlighting where the grassed areas are, rather than just street names to make this clearer as there are many open spaces in between. *The Deputy Clerk & Services Manager confirmed that maintenance maps highlighting areas that the Council is responsible for could be incorporated into zones and attached as an appendix.*

Proposed: Councillor V Manro Seconded: Councillor S Heyes
Vote: Agreed unanimously.

RESOLVED: To implement and publish a schedule of work and estimated arrival times for the grass cutting programme.

POS 017

PARKS & PROJECTS REPORT

Members noted the report detailing items that the team has completed and items it is working towards.

POS 018

PARKS & OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members noted the report presented. The Working Party met prior to this evening's meeting and discussed the contents of the report. The key item to progress is clarifying the refinancing aspect of the Public Works Loan and watching the interest rates to draw down the funds at the most opportune time within the 12-month approval period. In addition there are several items on the contract to clarify and the lead time for advice from the Project Manager is 7 – 10 working days prior to sending back to the Solicitor and signing the documents with Affleck.

POS 019

OPERATIONAL BUDGET MONITORING

Members noted the Income & Expenditure for Month 2 (May).

POS 020

SWINDON BOROUGH COUNCIL'S AVIAN INFLUENZA (WILD BIRDS) GUIDANCE

Members noted the guidance from Swindon Borough Council regarding Avian Influenza. It was noted that the information has been cascaded to the Parks & Open Spaces Team during their Toolbox Talks. Members requested social media posts to highlight the process for residents.

POS 021

ITEMS FOR THE NEXT AGENDA

To be given to the Chief Officer in advance of the next meeting on 11th July 2023.

Initials _____

Meeting Closed at 21.12

Signed by Chairman _____

Initials _____