

## HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council held on Tuesday 22nd March 2022 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

### ATTENDANCE

**MEMBERS:** Councillors V Manro (Chairman), S Heyes, R Hailstone, J Jackson, S McDermott, E Baker Lee, J Fuller, B Patrick-Okoh, A John, R Ross, S Callen, A Roupelis K T Naik, S Fateru, L Rhys-Jones, L Brown

**OFFICERS:** Chief Officer & RFO, Georgina Morgan-Denn  
Deputy Clerk & Services Manager, Laura Cutter

### FC 206 APOLOGIES

Apologies were received and accepted from Councillors D Rodgers, K T Naik, R Venkatesh, R Ross (Personal Commitments). No apologies were received from Councillor S Callen.

### FC 207 DECLARATIONS OF INTEREST

There were none. Councillor S Heyes declared an interest in Agenda 18 and left the meeting when the item was discussed.

### FC 208 PUBLIC PARTICIPATION

No members of the public were present and no correspondence received.

*Councillor L Rhys-Jones joined the meeting.*

### FC 209 CHAIRMAN'S ANNOUNCEMENTS

The chairman read out the following statement: Before we go any further, I want to state that Haydon Wick Council condemns the unprovoked Russian invasion of Ukraine and stands in solidarity with the people of Ukraine and their families and friends, including those local to Swindon. So please let us just take a moment to pause, breath and reflect. The meeting held a one-minute silence.

### FC 210 MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of meeting held on 16<sup>th</sup> February 2022 and 22<sup>nd</sup> February 2022 with amendments to the word policy.

**Proposed: Councillor E Baker Lee    Seconded: Councillor A Roupelis**

**Vote: Agreed with four (4) abstentions.**

**RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 22<sup>nd</sup> February 2022 and the Chairman signed the minutes.**

### FC 211 COUNCILLORS REPORTS

<b>Councillor V Manro</b>	Nothing to report.
<b>Councillor S Heyes</b>	Will be meeting with City Fiber in his SBC Ward Councillor capacity, to instill into them to improve the way tidying up of the area after repairs to pavements and swept to remove debris and potential stains.
<b>Councillor R Hailstone</b>	SBC Standards Meeting – LGA Code of Conduct has come out recently,

	unsure if SBC will adopt the model or reviewed the revised document.
<b>Councillor J Fuller</b>	Nothing to report.
<b>Councillor A Roupelis</b>	Apologies for missing recent meeting due to a household emergency.
<b>Councillor B Patric-Okoh</b>	Nothing to report.
<b>Councillor S McDermott</b>	Discussed matters with a local resident and these have been escalated. A lot of good feedback received from residents about state of the play areas.
<b>Councillor J Jackson</b>	Nothing to report.
<b>Councillor E Baker Lee</b>	Reported item earlier in Chairman's announcements about the Ukrainian refugee. Also looking out for elderly vulnerable member of the parish, concerns have been reported to SBC Safeguarding Team to intervene.
<b>Councillor S Fateru</b>	Nothing to report.
<b>Councillor L Brown</b>	Took an elderly resident who was struggling to get a lift or ambulance service with a suspected broken elbow to Cirencester hospital, the issue was sorted and the resident returned home within 3 hours. Parkrun at Sevenfields in support of Ukraine, hosted by Central Swindon North Parish Council. A total of £280.00 raised with gift aid.
<b>Councillor L Rhys-Jones</b>	Nothing to report.
<b>Councillor A John</b>	Attended Swindon Local Councils Forum on Thursday 12 <sup>th</sup> March 2022 but as this is an agenda item will report back then.

**FC 212 CHIEF OFFICERS REPORT**  
Nothing to report.

**FC 213 SWINDON LOCAL COUNCILS FORUM**

Members received an update from Councillor R Hailstone following the recent meeting held on 10<sup>th</sup> March 2022. Hot topics included:

- Chief Inspector Nick Mawson (Wiltshire Police) gave an update on the new set up of Community Policing, the introduction of Community Safety Groups. Swindon Borough Council can issue antisocial behaviour orders, but as little resource of Enforcement Officers this service is lapsing. Councillor A John took the opportunity to ask questions specific to the parish of Haydon Wick.
- Feedback on items taken to the recent Clerks & Chairs meeting regarding items such as the waste audit, deed reviews and the draft protocol.
- An update on the Swindon Borough and Local Councils Protocol received by Councillor V Manro confirming that a recent peer review had

been undertaken, this will be reviewed at SBC meeting in April 2022 and will report back to the forum in due course.

- Is your parish healthy update received, pushing the benefit of exercise with regards to mental health and physical health – grants available for outdoor gyms etc. Further events for parishes to attend will be created.
- Collecting examples of stalled parish initiatives – held up by lack of response from SBC Officers, submitted to SBC, example given of Tadpole Lane entrance.
- Concerns about communications between parishes and SBC but hopes this improves with the revised protocol and engagement at Clerks & Chairs meetings.
- Big discussion on graffiti around Swindon and how it is on the rise in some central areas.
- Town Deal Board updates received.

#### **FC 214 FINANCE & POICY COMMITTEE RECOMMENDATIONS**

Members received and noted recommendations from Finance & Policy Committee held on 15<sup>th</sup> March 2022: 3-Year Budget & Forward Planning. Members noted the three year budget and agreed that any future capital projects include both three year capital and operational costings to ensure sustained service provision.

**Proposed: Councillor S McDermott      Seconded: Councillor A John**

**Vote: Agreed unanimously.**

**RESOLVED: That any future capital projects include both three-year capital and operational costings to ensure sustained service provision.**

#### **FC 215 FINANCIAL MATTERS**

Members received and approved the Payment Schedule since Finance & Policy Committee held on the 15<sup>th</sup> March and to give delegated authority to the Chief Officer/RFO authority to pay any invoices received up to 31<sup>st</sup> March 2022.

**FC 215A Proposed: Councillor A Roupelis      Seconded: Councillor L Rhys-Jones**

**Vote: Agreed unanimously.**

**RESOLVED: Members approved March 2022 expenditure under purchase daybook references 2069-2086. The total payments for approval were £14,936.94.**

**FC 215B Proposed: Councillor L Brown      Seconded: Councillor L Rhys-Jones**

**Vote: Agreed unanimously.**

**RESOLVED: To give delegated authority to the Chief Officer/RFO authority to pay any invoices received up to 31<sup>st</sup> March 2022.**

#### **FC 216 NALC GENERAL BRIEFING 1-22 – UKRAINE**

Members noted the briefing from National Association of Local Councils and to consider what methods Council can do to show support and solidarity with Ukraine. Councillor E Baker Lee advised of a Ukrainian refugee that is staying in Haydon Wick and relayed the story of the efforts to get across to safety. Ideas for Parish Council to facilitate will be researched and brought back to the Community Development Committee, these included a café style drop-in centre whereby refugees could network with other people, perhaps receive some English lessons/ support from translators, receive advice and meet up with other residents. In the meantime the Parish Council will:

- Sign post local fundraisers, such as other parish activities.

- Lists Homes for Ukraine on the website.
- Fly the Ukrainian Flag at the Council Offices as a symbol of solidarity.
- Staff/Councillor collections of emergency supplies will be collated for Polish Community Centre every Wednesday morning.

The meeting discussed the benefits of donating money to local charities rather than sending supplies, as it is widely reported that the charities on the ground know first-hand what the people of Ukraine need and where to source it. A monetary donation will also be of benefit due to the increased costs in fuel and food. Some charities, such as The British Red Cross (Ukraine Crisis Appeal) and the Emergency Disasters Committee (Ukraine Humanity Appeal) has offered the opportunity to match fund any donations to the value of £20m, but it is believed the funds raised have exceeded this. After discussion the meeting agreed to donate £5,000.00 from the Community Grants Budget to be split evenly between the above charities on behalf of the community of Haydon Wick. It was acknowledged that this will take the budget overspent.

**Proposed: Councillor L Brown                      Seconded: Councillor R Hailstone**

**Vote: Agreed unanimously.**

**RESOLVED: To donate £5,000.00 to be split between The British Red Cross (Ukraine Crisis Appeal) and the Emergency Disasters Committee (Ukraine Humanity Appeal) out of the community grants budget [4209/202] on behalf of the community of Haydon Wick.**

**FC 217                      WILTSHIRE POLICE COMMUNITY POLICING**

Members noted the Community Policing model and were advised that a public meeting hosted at the Parish Council Offices is being arranged – date to be advised in due course.

**FC 218                      NORTH SWINDON COMMUNITY SAFETY GROUP**

Members received and noted that North Swindon (Police, Parish, Borough, and other external representatives). The Parish Council has been asked to provide two representatives, Councillors E Baker Lee & R Hailstone were nominated. Previously the parishes included in the North Swindon Community Group were Blunsdon, St Andrews and Haydon Wick. The Chief Officer has offered the use of the Parish Council Offices to facilitate the meetings.

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

**Vote: Agreed unanimously.**

**RESOLVED: To accept the nomination for Councillors E Baker Lee and Councillors R Hailstone to be Haydon Wick Parish Council representatives at the North Swindon Community Safety Group.**

**FC 219                      ITEMS FOR THE NEXT AGENDA**

Members were asked to send any items for the Full Council to be held on Tuesday 26th April 2022.

- Supporting Ukraine
- HW Living Magazine Articles

**FC 220                      EXCLUSION OF THE PUBLIC AND PRESS**

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

**FC 221 SECURITY CONTRACT 2022-23**

Members discussed and approved the Officers' recommendations contained in the report. Members noted a key holding service fee will now be payable to cover KGV, Haydonleigh Skate Park and the Council Offices and the agreed call-out fees will apply

**Proposed: Councillor J Jackson      Seconded: Councillor S McDermott**

**Vote: Agreed Unanimously.**

**RESOLVED: To suspend Financial Regulations 11.1A-E and Standing Orders 18A to continue with the existing security provider in 2022-2023 due to an established working relationship and local knowledge. To note a key holding service fee of £245.00 will now be applied to the existing contract to cover King George V, Haydonleigh Skate Park and the Council Offices. Call out fees will apply at a rate of £35.00 for the first hour and £25.00 thereafter during an incident.**

**FC 222 PERSONNEL SUB-COMMITTEE RECOMMENDATIONS**

**FC 222A**

Members noted a Personnel Sub Committee meeting took place on Wednesday 16th March 2022 which covered a range of staffing matters. A confidential report is held on file.

**FC 222B**

Members noted, discussed and approved to award a salary uplift for a member of staff. This has a financial impact for 2022-23 inclusive of oncosts. Budget available in [101/4000].

**FC 222C**

Members agreed to update the Staff Handbook. Pages 9 (3.5.3 Menopause Guidance and Page 57 13.1 Time Off for Dependents).

**FC 222D**

Members noted the Chief Officer's appraisal took place on the 16th March 2022.

**Proposed: Councillor S McDermott      Seconded: Councillor B Patrick-Okoh**

**Vote: Agreed unanimously.**

**RESOLVED: Approved the award salary uplift for a member of staff. This has a financial impact for 2022-23 inclusive of oncosts. Budget available in [101/4000]. To adopt the updated the Staff Handbook with changes to Pages 9 (3.5.3 Menopause Guidance and Page 57 13.1 Time Off for Dependents).**

*20:38 Councillor S Heyes left the meeting.*

**FC 223 FINANCE AND POLICY COMMITTEE RECOMMENDATION  
TADPOLE FIELD BUSINESS CASE / INCOME OPPORTUNITY**

Members received a recommendation from Finance & Policy Committee held on 15th March 2022. Members discussed the proposal presented and came to the following agreement.

**Proposed: Councillor L Rhys-Jones      Seconded: Councillor E Baker Lee**

**Vote: agreed with one (1) Abstention and two (2) against.**

**RESOLVED: To rescind previous resolution [FC 187] to progress Tadpole Field IN 22/23. Before proceeding further to establish the legalities of covenant on the land and whether the proposed facility would fall under "community use". Also, the legalities of working with another parish council.**