

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 26th September 2022 at 7.30pm.

ATTENDANCE

MEMBERS: Councillors: S Heyes (Chairman), V Manro, R Ross, S McDermott, J Jackson, A John and L Brown

OFFICERS: Deputy Clerk & Services Manager, Laura Cutter
Head of Parks & Open Spaces, Dave Hunt
Senior Administrator, Jill Sharp

POS 098 APOLOGIES

Apologies were received and noted from Councillors R Hailstone, E Baker-Lee, K Naik and D Rodgers (Personal Commitments).

POS 099 DECLARATIONS OF INTEREST

Councillor S Heyes has an interest in Agenda Item 25 as he is a Parish Councillor for St Andrews Parish Council.

POS 100 PUBLIC PARTICIPATION

One (1) members of the public was present and made representation under Agenda Item 17 - Operational Budget Monitoring.

A) Queried item 307/1008 as to why it was 840%. Deputy Clerk advised that this is an income code and was a settlement under the Great Western Tree planting project. **B)** Commented that the current annual budget reads approximately £630,000 and the report under agenda item 17 reads approximately £570,000, should they not read the same as the Full Council agenda. Deputy Clerk advised that the bottom figure is cumulative of all the expenditure codes under the Parks & Open Spaces cost centre. Councillor V Manro explained there may be a difference in expenditure committed between the two dates. The member of public was happy to expand on this at a scheduled meeting he had with the Chief Officer and Finance Officer. **C)** Asked why a smart meter for utilities had not yet been installed. Deputy Clerk advised this is in the research stages with the utility provider. Councillor V Manro also advised that this had been considered in the past but with the poor reputation of the units being installed it was not a viable option but now things had moved on it was being investigated.

There were also two (2) representatives from Muddy Squad Limited who wished to speak during Agenda 6 – Community Dog Washing Areas.

POS 101 CHAIRMAN'S ANNOUNCEMENTS

The meeting observed a one-minute silence in remembrance of Her Late Majesty Queen Elizabeth II. The Chairman read out the following statement: "During this minute we will have an opportunity, in silence, to reflect on the lifetime of service which her Majesty Queen Elizabeth II devoted to the United Kingdom, to the Commonwealth and to the World.

The Queen was sure in faith and steadfast in her duty, bringing consistency through 70 years of change. We will remember her late Majesty with

affection and gratitude and silently give thanks in our hearts for her unswerving devotion to us and to our country”.

The minute silence concluded with God Save The King.

POS 102

MINUTES OF THE PREVIOUS MEETING

Members approved the minutes of the Parks & Open Spaces Committee Meeting held on Tuesday 9th August 2022 and signed by the Chairman.

Proposed: Councillor J Jackson Seconded: Councillor L Brown

Vote: Agreed Unanimously.

RESOLVED: Members confirmed as a true record the minutes of meetings held on Tuesday 9th August 2022 and signed by the Chairman.

The Committee agreed to suspend the Standing Orders to allow the representatives from Muddy Squad Ltd to present the agenda item and answer any questions.

POS 103

COMMUNITY DOG WASHING AREAS

Members received a presentation from Muddy Squad Limited concerning the installation of a container with eco-friendly sustainable dog washing facilities. This would be for the community to use in a public open space. There followed several Councillor questions and agreed the next step is for Muddy Squad to review suitable locations and return with a more specific request for Committee to consider. There were comments concerning a water source and drainage. The Committee thanked the representatives for their attendance and the presentation.

19.59 Muddy Squad Limited representatives left the meeting.

POS 104

BIG DOG ART TRAIL 2023

Members discussed suitable locations to be submitted to the Trail 2023 for consideration as below:

- a) All Schools within the Parish
- b) All Play Areas within the Parish
- c) Parish Council Office
- d) Orbital Centre

If all locations are suggested there may be an opportunity for more than one to be approved. Members were asked to email Head of Parks and Open Spaces (POS) with any other suggestions by the end of September when the list had to be submitted.

POS 105

COUNCILLORS REPORTS

Councillor V Manro:

Thanked the Head of Parks & Open Spaces and Administration Assistant for the organisation of the ‘Silly Sports Day’ event – it was a very enjoyable team building event and hopefully there will be a higher attendance of councillors at future events. Advised that it had been noted that the lights on Akers Way were dim due to foliage from trees and this has been reported to Swindon Borough Council (SBC) who advised that it is on the work agenda and would be completed as soon as possible.

Councillor S McDermott:

Nothing to report.

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Councillor L Brown:

Thanked the Head of Parks & Open Spaces and the Administration Assistant for the 'Silly Sports Day' team building event on Thursday 22nd September 22. The event was thoroughly enjoyed by all.

Councillor R Ross:

Nothing to report.

Councillor S Heyes:

Advised that the lights along some of Thamesdown Drive are partly covered by overgrown vegetation, this has been reported to Swindon Borough Council who confirmed some remedial works in the winter months to improve the lighting.

Councillor A John:

Nothing to report.

Councillor J Jackson:

Nothing to report.

POS 106

DEPUTY CLERK AND SERVICE MANAGER'S REPORT

Nothing to report.

POS 107

HEAD OF PARKS AND OPEN SPACES' REPORT

Members received the Officer's report, discussed and noted the contents.

In particular:

- the removal of one litter bin from Torun Way being relocated to Greenmeadow Shops
- the removal of bin to store from Haydonleigh Drive.
- the request from a Ward Councillor about an extra bin to be placed on the footpath between Haydon Wick Brook, Torun Way South to Queen Elizabeth Drive
- the bin to be installed to replace the current bin at Basil Close Play area – Cost neutral as being taken from stock.
- Haydonleigh Skate Park & King George V Field will close at 19.00 during October and from 18.00 from November through to March.

Members also noted the daily work sheets with the additional information requested at previous meetings. Councillors asked for trends to be highlighted and for transparency provide an anomolised spreadsheet to accompany the report, which would make it easier to understand the data.

POS 108

PARKS AND PROJECTS REPORT

Members received the Officer's report and after discussion agreed to the recommendations within the report.

Proposed: Councillor V Manro

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: Approved the removal the two spinning sticks from Havisham Play Area and purchase a new one up to the value of £650.00+VAT under code [4305/302] and the purchase of timber panels for the slide on the multi-unit at White Eagle. Value of £1,801.38 from [4305/302].

POS 109

BENCH REMOVAL REQUESTS

Members received the report which stated that three (3) separate requests from residents and two (2) more had been received since the report was published last week. After discussion it was noted that none of the cases had

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been reported to the police and there was no evidence of incidents, only references to rubbish and anti-social paraphernalia. It was proposed that no benches should be removed at present and they should be monitored for incidents. Residents were to be reminded to report any incidents to North Swindon Police as they occur, as this will help to gather the evidence needed to assist in the Committee's decision to remove a public bench.

Proposed: Councillor L Brown

Seconded: Councillor A John

Vote: Agreed Unanimously.

RESOLVED: That benches would not be removed and to monitor the areas. Residents to be reminded to report incidents to North Swindon Police at the time of the offence.

POS 110

WILDFLOWERS, BULBS AND TREES WORKING PARTY UPDATE

Members received the report, discussed, and noted each item. Councillors felt that perhaps more promotion would be advantageous and agreed to report at a future meeting. The meeting heard how some bus stops in the UK are being trialed with eco-friendly bus stop roofs. Asked Officers to investigate this further as there are some bus shelters within the parish.

POS 111

BLUEBELL PATH

Members received a verbal report about a grounds maintenance enquiry at Bluebell Path. It was noted that SBC will be maintaining the trees as soon as they had staff available. The SBC Tree Officer had visited the site and advised there were no immediate risks.

POS 112

LEISURE GARDENS SITES

Members received and noted the report in particular the aggressive wasp nests which had now been professionally removed. Further endorsement with a COSHH report to confirm there are no areas of concern for public health. Reminder the Plot Holders Meeting is on 10th October 2022 starting at 19.00.

POS 113

PARKS AND OPEN SPACES GROUNDS MAINTENANCE FACILITY

Members received a verbal update highlighting the council's architect had flagged an issue to do with the new facility being too close to the sagging power lines. Various options were discussed with the working party and a final design was chosen which would impact the length of the building from 24m to 23m length with 5m covered vehicle hardstanding (28m in length total). The ridge height of the building from proposed 5m to 5.3m which increases the internal head space considerably. The proposed design also accommodates 10 parking spaces but there was a query regarding the availability of accessible parking spaces, which would be queried with the architect. Also advised the planning permission for the temporary relocation to Ventnor Close is still ongoing and actively being chased.

POS 114

OPERATIONAL BUDGET MONITORING

Members received, discussed and noted the Income and Expenditure for Month 5 (August 22).

POS 115

ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer in advance of the next meeting on 11th October 2022.

20.58 Member of the public left the meeting

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*20.58 Councillor S McDermott left the meeting: Returned 20.59.
20.58 Deputy Clerk left the meeting: Returned 21.00.*

POS 116

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 117

HEDGE, TREE & SHRUB BED MAINTENANCE CONTRACT

Members received a verbal update who advised two representatives from the new contractor, Teign Trees had visited the Council to introduce themselves and finalise requirements in readiness for starting the new contract on Monday 3rd October 2022. Hi-vis jackets to show they are contractors working on behalf of the Council will be provided. There will be daily updates which can be shared on social media, and Councillors will be asked to conduct quality checks, as per usual.

POS 118

COMPACT MINI SWEEPER HIRE

Members received and fully discussed the various options presented. Pros and cons of three & five year leases were discussed. The Officer was concerned about rising maintenance costs in years three, four and five when taking out a longer lease term. After discussion the Committee suggested proceeding with Option B at £24,800 for a 5-year lease but using the allocated budget presented in Option A - £33,800 for 5 years. This is to accumulate £9,000 of maintenance funds every year for a potential buy out if the machine starts to incur sizeable maintenance issues. No formal vote was taken although some members suggested it could go through the Scheme of Delegation process, despite the Deputy Clerk advising it could not.

POS 119

GLL HAYDON CENTRE GROUNDS MAINTENANCE CONTRACT

Members received the report approved the recommendation to provide GLL with a provisional cost of £805.00 per annum to carry out ground maintenance works, as detailed in the report. Members also noted that GLL was obtaining comparative quotes. If we are successful, the Deputy Clerk will report at a future meeting.

**Proposed: Councillor J Jackson Seconded: Councillor A John
Vote: Agreed Unanimously.**

RESOLVED: Approved the Officer's Recommendation to provide GLL with a provisional cost of £805.00 per annum to carry out grounds maintenance works.

Members agreed to suspend Stand Orders 3e and extend the meeting by 10 minutes.

POS 120

TRENT ROAD PLAYING FIELD

The meeting heard that a request had been received to use the field however it had to be declined because it was already being used by AFC Haydon Vale, who have a contract with the Council. It was noted that each time a request was made and subsequently turned down it would be brought to Committee to note. This would help Council to monitor the number of requests being turned away due to the exclusive contract with AFC Haydon Vale.

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POS 121

SEVEN FIELDS AND MOULDON HILL

Members received the report about future maintenance of Seven Fields and Mouldon Hill. It was noted that this is not a formal request but something for the Committee to consider in the future. Members considered that both sites have a significant maintenance investment, as such this must be a wider discussion with both North Swindon parish councils and Wiltshire Councils, before any formal proposal could be brought to the Council's consideration. It was suggested this is taken to the next SBC Clerks & Chairs meeting.

21.34 Councillor S Heyes left the meeting.

21.35 Councillor L Brown left the meeting: Returned 21.36.

POS 122

TADPOLE FIELD

Members received a verbal update from the working party regarding a recent Land Surveyors report for Tadpole Field. After discussion, a proposal to put forward that discussions should continue with St Andrews Parish Council.

Proposed: Councillor L Brown Seconded: Councillor A John

Vote: Agreed with one (1) abstention.

RESOLVED: Noted the land surveyors' comments and to recommend to Full Council that further discussions should take place with St Andrews Parish Council.

The meeting closed at 21.43

Chairman_____

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