

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 26th September 2023 at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE

MEMBERS: Councillors V Manro (Chairman), S Heyes (Vice Chairman), G Choudhury, S Fateru, R Hailstone, A John, O Munagala, J Jackson, B Patrick-Okoh, P Park, R Ross, R Worman and J Fuller.

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

FC 117 APOLOGIES

Apologies were received and noted from Councillors E Baker-Walker and A Jimmy (Personal Commitments). No apologies were received from Councillor C Flux.

FC 118 DECLARATIONS OF INTEREST

Councillor S Heyes declared an interest in item 12 as he is a Councillor at St Andrews Parish Council. Councillor S Heyes to leave the room during the discussion and voting process.

FC 119 PUBLIC PARTICIPATION

There were two members of the public present who presented their concerns to do with Thames Avenue speed calming device. They are both experiencing serious ill health and structural defects caused by the device. They have approached Swindon Borough Council Ward Councillors but would appreciate the Parish Council's assistance to push further. They report that the metro count recently installed on the road is in the wrong place and will not capture accurate data. It was also reported that the Speed Indicator Device (SID) was encouraging antisocial drivers to drive faster. Members reinforced the Parish Council's decision at the time which was not to support the installation of the device citing that it was not in the correct place for it to be effective. *Action: Chief Officer to write to Ward Councillors again.*

FC 120 CHAIRMAN'S ANNOUNCEMENTS

Chairman reported that the Council has won the Community First award for the most Innovatively Run Community Project in Wiltshire. Huge thanks and recognition were given to the Administrator and volunteer drivers. The award will be presented at Devices Town Hall on the 11th October 2023 as part of Community First's AGM. The Chairman, Chief Officer, Administrator, and some volunteers are due to attend.

FC 121 MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of meetings held on Tuesday 22nd August 2023.

Proposed: Councillor J Jackson Seconded: Councillor A John

Vote: Agreed with two (2) Abstentions

RESOLVED: Members confirmed as a true record the minutes of meetings held on 22nd August 2023.

FC 122 SWINDON BOROUGH WARD COUNCILLORS' REPORTS

Cllr Stanka Adamcova - unable to attend and sent the following report to the meeting:

Household waste and recycling collections – there will be changes to waste and recycling collections starting this autumn. While some residents have already had the opportunity to take part in the food waste pilot, others are preparing for

the Swindon-wide roll out. It would be great if the Parish Councillors could support this transition. If you are contacted by concerned residents, you can either signpost them to the SBC website which has the most up-to-date information, or you can ask them to get in touch with me directly. In addition, there will be changes to how the plastic and metal items are collected and residents will be provided with a weighted blue bag. The most important message at the moment is that residents should not start using these until they are officially informed.

Police and Crime Panel – I attended the last quarterly meeting in Trowbridge. The panel received an update on the progress made towards addressing the findings of a Police Efficiency, Effectiveness and Legitimacy (PEEL) inspection by His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS). The police have been in "engage" phase also known as 'special measures' since the last inspection concluded that the service was inadequate in responding to the public, protecting the vulnerable and use of resources. We have been told that the next inspection should take place next March. Detailed reports are available online.

Seven Fields – I had a positive meeting with the Seven Fields Conservation Group last month and I am currently working on a motion to the full Council about how the Council can maximise the health-related benefits of local park runs for residents. Once I have the relevant sign-offs for the motion, I will share it with the Parish Council colleagues.

Application S/23/0696 - Change of use of 5-bedroom dwelling with a self-contained 2-bedroom Flat into a 9-bed HMO – no further update, still waiting for a confirmation when the application will be discussed at the planning committee (providing that the officers are minded approving it).

FC 123

COUNCILLORS' REPORTS

Councillor J Fuller: Road sign at Tadpole/Mayfly is obstructed. Meeting heard the tree line and ditch was being cut back when the road is being resurfaced. Number 5's bus service is erratic and a recent complaint to bus company was ignored. Queried why Swindon was using older London service buses. *Action: Chief Officer to invite Operations Manager to future meeting.*

Cllr O Munagala – Disappointed that his POS case is still unresolved.

Cllr P Park – attended over 60s cream tea event recently and heartfelt thanks and congratulations to the organizing team. Attended new councillor training recently at WALC and found it good to meet with other councillors of different size and scales to our parish. Oakhurst hedge cutting still outstanding and many residents there feeling forgotten about this year. Wants to know how the Council will stop this happening next year.

Cllr J Ali – reiterated issues with parks and open spaces maintenance at Oakhurst.

Cllr R Hailstone – attended the Swindon Local Councils Forum recently. Reelected at Chair. Met with Cllr J Grant at SBC who is cabinet lead for parishes. They are keen to resolve issues like transfer of open spaces, planning enforcements etc. Should also see outstanding CIL receipts received by the end of this year.

Cllr R Worman – following flooding recently reporting Thames Water were efficient in their checks and reports. Less than impressed with SBC as lacking any detail in their responses and checks to do with gully cleaning.

Cllr S Heyes – opportunity to work in partnership with Wiltshire and Swindon Sports Partnerships. They help with getting people to run sessions. Can also support applications.

Cllr V Manro – received letter from Cllr J Grant re future working relationship with SBC but unclear if the meeting referred to is inviting parishes or if it's an internal meeting only.

Councillor R Ross: Nothing to report.

Councillor G Choudhury: Nothing to report.

Councillor S Fateru: Nothing to report.

Councillor A John: Nothing to report.

Councillor B Patrick-Okoh: Nothing to report.

FC 124 CHIEF OFFICER'S REPORT

Nothing to report.

FC 125 COMMUNITY DEVELOPMENT COMMITTEE

FC 125A 2024 Summer Event – It was noted that said event would take place at King George V Playing Field on 8th June 2024 from midday until 20.00hrs. All members were asked to put the date in their diaries now to be available to volunteer at the event.

FC 125B Fundraising Arrangements – Cllr R Ross reported that she and fellow councillors would like to do something during Mental Health Week 15-21 May 2024. Idea was a walk or run around the boundary of the parish. Further details to follow. *Action: Cllr R Ross to update at a future meeting with the arrangements.*

Cllr A Junab left the meeting at 20.14 and did not return (Personal Commitment).

FC 126 FINANCE & POLICY COMMITTEE

FC 126A Swindon Borough Council Election Cycle Consultation – Members noted the Council's submission to consultation:
Haydon Wick Parish Council agrees to support moving to a four year as it brings many benefits to the Parish.

1. A Clear mandate for four years allowing a more strategic approach to policy and decision making.
2. Avoids elections fatigue and results are simpler and easier to understand for the electorate.
3. Greater publicity of whole council elections may possibly generate higher turnouts.
4. Better value for the Council and political parties as well as reduced disruption to public buildings used as polling stations.

FC 126B Annual Governance and Accountability Review (AGAR) – It was noted the report from the External Auditor completing the 2022/2023 AGAR had no adverse comments. Officers gave thanks to the Finance Officer and all members of the team and fellow Councillor for this excellent result.

FC 126C Memorial Plaque Policy – Members agreed to adopt the Memorial Plaque Policy. This will consider requests for a memorial plaque for all residents who have passed from dementia, Alzheimer's, and other related diagnosis. They will be installed at the Memory Café Sensory Garden and the chosen Maple Leaf will be silver and made from materials to sustain weather conditions with good durability. The plaques will be fitted to the seated area to blend in with the surroundings.

Proposed: Councillor R Worman

Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED: To adopt the Memorial Plaque Policy, as presented.

FC 126D Bowls Club Trustee Appointment – Following the departure of ex-Councillor L Brown a new trustee was needed for the Bowls Club. After discussion Cllr P Park volunteered to stand as a Trustee, who joins Cllr R Hailstone.

Proposed: Councillor B Patrick-Okoh Seconded: Councillor R Worman
Vote: Agreed unanimously.

RESOLVED: To appoint Councillor P Park at the second trustee of Haydon Wick Bowls Club.

FC 127

GROUNDS MAINTENANCE FACILITY

The Chairman reported there was not much progression on the Grounds Maintenance Facility – contractual negotiations, final costings are still due from the contractor. Permission to borrow from Public Works Loan still outstanding. There has been improvements to the temporary location at Waterside.

Councillor S Heyes left the room during this item agenda and did not take part in the discussion or vote. Left 20.13 and returned at 20.23.

FC 128

PROPOSED HEDGE REDUCTION ELSTREE WAY IN CONJUNCTION WITH ST ANDREWS PARISH

It was recommended to Council to proceed with the proposed hedge reduction on Elstree Way working in conjunction with St Andrew Parish Council. This approach will reduce health and safety issues for both teams and achieve a consistent look to the grounds maintenance in this area. Resourcing implications to be noted. Budget cost up to £500.00 to be allocated from 307/4309 Horticultural - funds available £4,504.00.

Proposed: Councillor V Manro Seconded: Councillor A Roupelis
Vote: Agreed unanimously.

RESOLVED: To work with St Andrews to conduct hedge reductions on Elstree Way. Resourcing implications to be noted. Budget cost up to £500.00 to be allocated from 307/4309 Horticultural.

Councillor S Heyes returned to the meeting 20.23.

FC 129

COUNCILLOR ATTENDANCE – COUNCILLOR C FLUX

It was noted that Councillor C Flux will be stepping back from formal committee duties for a period of three months, October through to December 2023. His absence will be noted as due to Personal Commitments during this period.

FC 130

COMMITTEE MEETING CYCLE

The Chief Officer presented her report to Council to reduce the number of formal meetings for a trial period of six months – commencing from November. There was concern that some areas of the business will need more frequent meetings, in relation to Parks & Open Spaces (POS) during the height of summer. It was suggested that Working Party meetings could be held instead. The meeting heard that Members have a responsibility to make Council meetings more efficient by being prepared, staying on point during discussions and have read their papers. It was acknowledged that Planning & Highways may introduce a Scheme of Delegation system to reduce the amount of non-contentious applications coming to Full Council meetings in the future, but it was noted that a Councillor may still wish to call an item in even it was being handled under the Scheme of Delegation. This would be developed further with the Planning & Highways Committee and brought back to a future meeting for Full Council adoption. After a thorough discussion Members agreed to introduce the revised, as presented, with the introduction of working parties during the height of the growing season for POS.

Proposed: Councillor P Park Seconded: Councillor A John
Vote: Agreed with three (3) Abstentions.

RESOLVED: To introduce the streamlined meeting schedule for a trial period of six months commencing from November, as presented with the introduction of POS working parties during the summer months.

Members of the public left 20.29.

FC 131 ITEMS FOR THE NEXT AGENDA

To be passed to the Chief Officer ahead of the meeting on the 24th October 2023.

FC 132 EXCLUSION OF PUBLIC & 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'.
Reasons: Contractual, Sensitive & Personnel.

FC 133 GROUNDS MAINTENANCE FACILITY

No further updates.

FC 134 WEED SPRAYING SERVICE

Members noted the report. It was reiterated that the Parish Council was simply costing this service in anticipation that it may be devolved by Swindon Borough Council in the future. Council was not agreeing to take on the service simply adding an aspiration to future budgets.

Proposed: Councillor R Hailstone Seconded: Councillor P Park

Vote: Agreed unanimously.

- 1. To note additional budgetary impact to provide weed spraying service, contained confidentially.**
- 2. To use the confidential figure multiplied by three (3) years if HWPC negotiates with SBC in the future.**
- 3. In the absence of any SBC transitional funding add a budget aspiration for this service.**
- 4. Depending on the outcome of items 1-4 to consider in principle to offering this service externally to other Parishes in line with current external service provision.**

FC 135 PERSONNEL SUB COMMITTEE

Cllr V Manro as Chair of the Personnel Sub Committee presented items from the recent meeting held on the 25th September 2023. A confidential report is held on file. Members agreed to a block vote on all items.

Proposed: Councillor R Hailstone

Seconded: Councillor J Jackson

Vote: Agreed unanimously.

RESOLVED:

A) Cost of Living

- 1. To pay the Cost of Living Pay Offer of £1,925.00pa, in November 2023, ahead of national agreement with the caveat that "should the final collective bargaining agreement differ, all employees pay will be adjusted accordingly".**
- 2. To note the Staff Larder/Lunches scheme will recommence from 6th November 2023 – 29th February 2024 at a cost of £1,030.00 to be met from existing budgets.**

B) Staffing Regrades & Budget Impact

- 1. To note the internal promotion the Youth & Community Co Ordinator to the Community Development Officer. The 6-month training period**

and commensurate salary results in a budgetary saving in this current financial year.

2. To regrade the Administrator from 1st October 2023. This represents an additional budget requirement in the current financial year.
3. To regrade the Memory Café Co-ordinator role from 1st October 2023. This represents an additional budget requirement.
4. To have an allowance of casual hours for organising Memory Café events (one per quarter/10 hours).
5. To note the cumulative effect for the current financial year is a saving of £8,715.00 but when considered with the current NJC Cost of Living increase the effect on the current year budgets are now an underspend of £2,185.00.

C) Sickness Cover for Parks & Open Spaces

1. To increase the hours of an Operative for an interim period to cover staff sickness. This is for an initial period of two months and to give the Chief Officer delegated authority to extend the period up to a maximum of another three months.

Due to SBC Planning training session being held on the 19th September all Planning & Highways Matters were discussed at Full Council. All Planning & Highways Committee members to remain in the meeting for agenda items 20-23.

Resolved to extend the meeting by a further 15 minutes.

FC 136	PLANNING APPLICATIONS			
FC 136.1	S/HOU/23/0986	20 Newson Road, Taw Hill, Swindon, SN25 1AD	Installation of a heat pump	
	HWPC Comments: No Objection			
FC 136.2	S/HOU/23/0989	Rusland Cottage, 4 Pond Street, Haydon Wick, SN25 3JE	Erection of a single storey annex	
	HWPC Comments: No Objection			
FC 136.3	S/23/0995	Land West of Tadpole Cottage, Tadpole Lane, Blunsdon, Swindon, SN25 2DZ	Erection of 1 no. dwelling with associated landscaping and works	
	HWPC Comments: No Objection			
FC 136.4	S/HOU/23/1010	17 Honeylight View, Abbeymeads, Swindon, SN25 4XS	Conversion of garage into habitable space.	
	HWPC Comments: No Objection			
FC 136.5	S/HOU/23/1070	31 Mayfly Road, Oakhurst, Swindon, SN25 2HN	Conversion of detached garage into habitable space.	
	HWPC Comments: No Objection			
FC 137	GRANTS, REFUSALS, LAWFUL DEVELOPMENTS AND PRIOR APPROVALS			
FC 137.1	S/PHOU/23/0230	16 Haydon View Road, Swindon, SN25 3AY	Erection of a single storey extension	HWPC: No comments submitted SBC: Refused

FC 137.2	S/HOU/23/0252	Haydon Farm, Haydon End Lane, Swindon, SN25 1JF	Erection of a two storey rear extension, pitched rood, porch and internal works	HWPC: Withdrew call-in 14/08/2023 SBC: Granted
FC 137.3	S/LBC/23.0253	Haydon Farm, Haydon End Lane, Haydon Wick, Swindon, SN25 1JF	Erection of a two storey rear extension, pitched roof, porch and internal works	HWPC: Withdrew call-in 14/08/2023 SBC: Granted
FC 137.4	S/HOU/23/0460	7 Fennel Close, Woodhall Park, Swindon, SN2 2RY	Erection of a single storey side and rear extension	HWPC: No objection SBC: Granted
FC 137.5	S/LDP/23/0756	13 Marjoram Close, Haydon Wick, Swindon, SN2 2TH	Erection of a single storey rear extension	HWPC: Not required to comment SBC: Certificate of Lawful Use
FC 137.6	S/HOU/23/0802	56 Tweed Close, Haydon Wick, Swindon, SN25 1PX	Erection of a single storey rear extension	HWPC: No objection SBC: Granted
FC 137.7	S/HOU/23/0876	1 Isis Close, Haydon Wick, Swindon, SN25 3LD	Erection of a conservatory	HWPC: No objection SBC: Granted
FC 137.8	S/HOU/23/0900	46 Southwold Close, Oakhurst, Swindon, SN25 2BD	Insertion of 2no windows to rear elevation	HWPC: No objection SBC: Granted
FC 137.9	S/HOU/23/0908	1 Severn Avenue, Haydon Wick, Swindon, SN25 3LF	Erection of single storey front and single storey rear extensions, detached garage, and solar panels	HWPC: Objections SBC: Granted
The development contravenes the following sections of the SBC Residential Extensions & Alterations Supplementary Planning Document (Oct 2011): Sections 2.22 and 2.23 – the proposed development should be subordinate to and in character with the main dwelling and not result in a dominant or discordant element. Sections 2.32 – the extension or alteration represents an unacceptable deficit requirement for the property contrary to policy DS6 (f) in terms of affecting the overall function of the area in respect of the side access to the garage from a narrow passageway.				
FC 137.10	S/LDP/23/0915	38 Baxter Close, Abbeymeads, Swindon, Sn25 4XL	Erection of a single storey rear extension	HWPC: Not required to comment SBC: Certificate of lawful use
FC 137.11	S/LDP/23/0919	15 Gaynor Close, Abbeymeads, Swindon, 4XX	Erection of a detached Hobbies Room	HWPC: Not required to comment SBC: Certificate of Lawful Use

FC 138

TEMPORARY ROAD CLOSURES

Members noted the road closures in the Parish. It was commented that they should be made more widely publicised and added to Parish Council's website.

FC 139

TRAFFIC ON TADPOLE LANE

Members noted that Purton Parish Council was requesting a metro count with Wiltshire Council.

The Meeting closed at: 9.45pm

Chairman Signed_____