

Minute Book: Page 27

Minutes of the Haydon Wick Parish Council **Full Council** meeting held on **Tuesday 28th October 2025** at 19.30 held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE MEMBERS: Councillors V Manro (Chairman), S Heyes (Vice Chair), R Hailstone, J Ireland, J Jackson, L Jackson, A Jimmy, A John, B Patrick-Okoh, R Ross, A Roupelis, L Stevenson and R Worman

OFFICERS: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk RFO, HR and Services Manager
Julie McMorrow, Meetings & HR Administrator

FC 089

APOLOGIES

Apologies were received and noted from Councillors J Ali, J Fuller, O Munagala, P Park (Personal Commitments). No apologies were received from Councillor S Fateru. Members received an update that due to ongoing ill health Councillor J Fuller would be unable to attend Council meetings, and his continued absence required Full Council's consideration. To this end a vote was taken, and Councillors approved the continued absence of Councillor Fuller.

Proposed: Councillor A Roupelis

Seconded: Councillor A Jimmy

Vote: Agreed Unanimously.

RESOLVED: That, in accordance with Section 85(1) of the Local Government Act 1972, Council approved the continued absence of Councillor John Fuller from meetings of Haydon Wick Parish Council due to ill health, and that such absence be approved until 31st March 2026, or until the Councillor is fit to resume duties, whichever is sooner.

FC 090

DECLARATIONS OF INTEREST

Councillor L Jackson declared an interest in Agenda 12 because he is Plot Holder at Ventnor Allotments. Councillor Jackson will not take part in the discussion or vote on the item.

FC 091

PUBLIC PARTICIPATION

One member of the public was in attendance and had questions about the Swindon Local Plan and in particular affordable housing. They had sent their questions in advance of the meeting Chief Officer had already responded:

Haydon Wick Parish Council is providing feedback as a consultee in the Local Plan process. The Parish Council is not the decision-making authority for housing development or planning policy — those responsibilities lie with Swindon Borough Council (SBC) as the local planning authority.

We share your concerns about the need for genuinely affordable and accessible homes that meet the needs of all age groups, including first-time buyers and older residents. In our response to SBC's Local Plan, we have emphasised the importance of delivering a better mix of housing types, ensuring affordability, and improving infrastructure and services to support new development.

Decisions on where and how affordable homes will be delivered — including starter homes and accessible properties — will be set out by SBC in its final Local Plan and through future planning applications. We encourage residents to continue submitting feedback directly to SBC during this consultation period so that community priorities like affordability and accessibility are clearly reflected in the final plan.

Initials _____

Thank you again for engaging in this important process and sharing your perspective.

There was a further question received in advance about SBC's Public Space Protection Order and the Chief Officer forwarded the material received from the Borough Council including the final design of the signs. Councillors this evening will be asked to submit their suggested locations for the signs.

FC 092

CHAIRMAN'S ANNOUNCEMENTS

Thanks to those who have put themselves forward for the Bikeathon on the 21/22 November, if Councillors are unable to do the actual cycling, please offer help to come in and support the participants. There is a new Chairman of the local Neighborhood Watch and may offer a good opportunity to extend this service into the Haydon Wick Parish Council community.

FC 093

MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of the meeting held on Tuesday 23rd September 2025.

Proposed: Councillor J Jackson

Seconded: Councillor A John

Vote: Agreed with three (3) Abstentions.

RESOLVED: Members confirmed as a true record the minutes of the meetings held on Tuesday 23rd September 2025 and the Chairman signed the minutes.

FC 094

SWINDON BOROUGH WARD COUNCILLOR REPORTS

Haydon Wick Ward Councillor S Wilson provided the following written report in advance:

Bryony Way 20mph application – In line with the standard process, Cllr Ballman and Cllr Dr Lodge were approached by the officer for their comments on the proposal, and both expressed their support. The next steps include drafting a report for the Cabinet Member responsible for Highways, seeking his decision.

Footpath between Elstree Way and Chatsworth Road – Works are progressing on the installation of a replacement footbridge. The old, degraded wooden structure will be replaced with a more robust design, and the Council will also carry out some localised resurfacing of the footpath.

Local cycling and walking – Knowing how important walking and cycling are to our community, I wanted to make Cllr colleagues aware that the Build a Greener Committee will be reviewing the Local Cycling and Walking Infrastructure Plan on 4th December. The meeting starts at 6pm. If you are unable to attend, there is an opportunity to submit your questions via Committee Services.

FC 095

COUNCILLORS REPORTS

Councillor V Manro – New attendees at the Memory Café, its working very well and becoming noticeable that HWPC are supporting Dementia where other charities are unable to support. Chair gave thanks to Deputy Clerk for the continued support whilst the Memory Café Coordinator is out of the office.

Councillor S Heyes – Attended the review of the Grounds Services review meeting, the Grounds Team have had an excellent season with a high level of resident satisfaction.

Councillor R Hailstone – Chaired Annual Plot holders meeting and the Moredon Hub Forum. Attended the Swindons standard committee meeting, some Parishes have still not adopted the Code of Conduct.

Councillor J Ireland – Attended the Haven, the Leisure Gardens Annual Meeting. Visited the Young at Heart at Haydon Wick Club. Attended Tea and Toast and the Autumn Craft activities.

Councillor L Jackson – Attended Swindon Action Plan, held a meeting with HWPC Marketing Coordinator and Autumn Craft activities.

Councillor A John – Thanks to all who attended the Charity Bingo evening and Leisure gardens.

Councillor R Ross – Attended Bingo which was a lovely evening and the Haven.

Councillor A Roupelis – Attended Swindon Action Plan to help families with dementia in Swindon, SBC seem to be pulling away from some of these charities.

Councillor L Stevenson – Attended the bingo charity even and North Swindon Fox Trail, was wonderful. Attended Autumn Craft activity. Selected as a governor at Great Western Hospital.

Councillor R Worman – Attended 'Let's Talk' Swindon and the Leisure Gardens Annual Meeting.

Councillor B Patrick-Okoh – Nothing to report.

Councillor J Jackson – Nothing to report.

Councillor A Jimmy – Nothing to report.

FC 096

CHIEF OFFICER & DEPUTY CLERK REPORTS

Deputy Clerk gave thanks to the raffle Christmas prizes donated and will also be doing the Scouts Christmas Post Box again. There has been a flurry of comments regarding the dog 'play area'. There were comments size is not particularly large and residents are questioning that its too small, there will be a site visit on 29th October 2025 to assess if it needs to be enlarged and will be added to the Parks and Open Spaces Committee Meeting agenda to discuss further and look at any additional costs.

FC 097

ACTIONS FROM PREVIOUS MEETINGS

There are no actions from previous meeting outstanding.

FC 098

FINANCIAL REPORTS

FC 098A

Members noted the Q2 report for 2025/26. This was the usual quarterly report provided by the Accountant. The Chief Officer ran through a few of the highlights and reported the current financial status for the Council.

FC 098B

Members received and approved the Bank Statements and Bank Reconciliations for September 2025 and the CCLA withdrawals for the payment run being processed on 29th October 2025. An internal document outlining the Withdrawal Process for October 2025 is available on request.

Proposed: Councillor L Stevenson

Seconded: Councillor L Jackson

Vote: Agreed Unanimously.

RESOLVED: Members noted the bank balances at 30th September 2025 and approved a transfer of £42,000.00 from the CCLA Deposit Fund (013245001) to the HSBC current account (51130285) to maintain a current account balance of £10,000 plus the total value of the payment schedule (Agenda item 10C) and a pending Harlequin invoice due to be paid at the beginning of November 2025.

FC 098C

Members received and approved expenditure under purchase daybook references 4470 - 4577 and cashbook references 445. The total payment is £122,063.19 for September and October.

Proposed: Councillor S Heyes

Seconded: Councillor R Worman

Vote: Agreed Unanimously.

RESOLVED: To approve expenditure under purchase daybook references 4470 - 4577 and cashbook references 445. The total payment is £122,063.19 for September and October.

FC 098D

Members retrospectively approved the payments made using the credit card for payments made in August 2025.

Proposed: Councillor R Ross

Seconded: Councillor B Patrick-Okoh

Vote: Agreed Unanimously.

RESOLVED: To retrospectively approve the payments made using the credit card for payments made in August 2025.

FC 099

SPONSORSHIP/PARTNERSHIP OPPORTUNITIES

There is a document that has been produced, and the Deputy Clerk will send this around to Councillors to share with their networks and pursue new sponsorship and partnership opportunities.

FC 100

LEISURE GARDEN UPDATE

Members noted the report and the uplift in the annual charge. There is a suggestion to look at sizes of each plot to reflect costs which may result in some changes in the 2026 rates. The plot holders meeting was very positive this year and there were no complaints. It was agreed that this is testament to the Parks & Open Spaces Team supporting the Leisure Gardens and its general upkeep. Councillor Hailstone highlighted the importance of collecting water from the GMF building for plot holders to use. It was also suggested that wood chippings could be used around the Leisure Gardens pathways now the weather is changing.

Proposed: Councillor R Hailstone

Seconded: Councillor A John

Vote: Agreed with one (1) Abstention.

RESOLVED: To note the increase in Leisure Gardens for 2025/26 as presented in the report and to re-evaluate the sizing structure and conduct a cost analysis of rental prices before setting the 2026/27 rates next year.

FC 101

PUBLIC SPACE PROTECTION ORDER

Swindon Borough Council has been successful with gaining a Public Space Protection Order to curb Car Meets throughout all of Swindon Borough. There is a selection of signs that are required to be placed throughout the Borough, to ensure the local community and those coming into Swindon are aware of the Order. Parishes are being asked to submit locations that are in obvious and clear positioning, such as attached to the Parish Council Boundary Signs. This is a three-year Public Protection Order. Haydon Wick locations will be submitted by Members and agreed at Parks & Open Spaces Committee on the 4th November 2025.

FC 102

COMMUNITY LED ACTION PLAN: PLANNING THE FUTURE STRATEGY

Members were prompted to give their ideas for future ideas and strategy for the Parish Council to run until 2028. Ideas were suggested such as biodiversity and what can be done to be working in line with current policies and the future for the environment. Other areas such as outdoor spaces, tree planting, and enhancement for the Parish need continued development. Haydon Wick has good open spaces, so protecting them and highlighting these is essential, to be kind to the area, entice wildlife and look after our land. As well as land services, community services need to be preserved and to continue evolving to meet the needs and wishes of our Parish residents. All Members

Minute Book: Page 31

were reminded of the Strategic Development Working Party meeting due to take place on Tuesday 4th November at 6.00pm.

FC 103

EXCLUSION OF PUBLIC & PRESS

RESOLVED: 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 and Sensitive*.

8.34pm the Member of the Public left the meeting.

FC 104

GROUND'S MAINTENANCE FACILITY

The Project Manager and Contractor is finalising the snagging list and there are some outstanding matters which must be sorted before the Team can fully move in and operate from the Facility. The move out date from Waterside is Friday 31st October. Still waiting for the final invoice from the Contractor. It was reported that the team is delighted with the new Facility and are happy to be mostly moved in now as its boosted moral which will improve productivity.

FC 105

TADPOLE

There was a mix up on the date of the next Working Party which is due to take place on Monday 3rd November at 6pm. An update will go on the Parks and Open Spaces Committee.

8.50pm - the Chief Officer, Deputy Clerk & Meetings Administrator left the meeting.

FC 106

PERSONNEL MATTERS

The meeting received an update from Councillor V Manro in his capacity as Chair of the Personnel Sub Committee. The Sub Committee met on Monday 27th October 2025 and following recommendations are being presented to Full Council:

FC 106A

Injury Claim: Our Insurance Company's Solicitor has submitted a response to the potential Injury Claim.

FC 106B

Disciplinary Hearing: The Hearing took place on the 9th October 2025 and an outcome was agreed. A confidential note is on record.

FC 106C

Employee Recognition Scheme: deferred a final decision and requesting the policy is reconsidered to be less frequent and with alternative means of recognition.

FC 106D

Additional Responsibilities Award: Agreed to award a discretionary payment to the Deputy Clerk/RFO, HR & Services Manager in line with the Council's Stepping Up & Additional Duties Policy. The payment to be made in December 2025. A confidential report is held on file.

Proposed: Councillor S Heyes

Seconded: Councillor L Stevenson

Vote: Agreed with one (1) Abstention.

RESOLVED: To award a discretionary payment to the Deputy Clerk/RFO, HR & Services Manager in line with the Council's Stepping Up & Additional Duties Policy. The payment to be made in December 2025. A confidential report is held on file.

The meeting closed at: 9.10pm

Chairman _____

Initials _____