

HAYDON WICK PARISH COUNCIL

Minutes of the Haydon Wick Parish Council Full Council meeting held on Tuesday 22nd April 2025 at 19.30 held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE MEMBERS: Councillors V Manro (Chairman), S Heyes (Vice Chair), J Ali, J Fuller, R Hailstone, J Jackson, L Jackson, A Jimmy, A John, O Munagala, B Patrick-Okoh, P Park, A Roupelis, L Stevenson and R Worman.

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

FC 209 APOLOGIES

Apologies were received and noted from Councillor R Ross (Personal Commitments). No apologies were received from Councillor S Fateru.

FC 210 DECLARATIONS OF INTEREST

There were none.

FC 211 PUBLIC PARTICIPATION

There were none.

FC 212 MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of the meeting held on Tuesday 25th March 2025.

Proposed: Councillor L Stevenson Seconded: Councillor B Patrick-Okoh

Vote: Agreed with three (3) Abstentions.

RESOLVED: Members confirmed as a true record the minutes of the meetings held on Tuesday 25th March 2025 and the Chairman signed the minutes.

FC 213 SWINDON BOROUGH WARD COUNCILLOR REPORTS

There were none.

FC 214 COUNCILLORS REPORTS

Councillor A John – The VE event is moving along nicely, the banner and posters will start to be distributed around the Parish on the 23rd April 2025, Guides and Rangers along with Swindon Brass are confirmed. There will be facepainting and Cricklade Railway will be running the Diesel Train. Asked if Councillors can offer their time on the day.

Councillor R Hailstone – Commented that weed spraying had not commenced and it was confirmed the contract is due to start by the end of the month.

Councillor J Fuller – Parking at the 'Brow' is still an issue outside Haydonleigh School until enforcement is applied to allow to fine people who park on yellow no zones.

Councillor J Jackson – Attended the Haven, very well attended and enjoyed by all the guests.

Councillor L Jackson – Attended the Easter biscuit making, it was very good and thoroughly enjoyed it.

Councillor S Heyes – Nothing to report.

Councillor J Ali – Nothing to report.

Councillor Worman – Nothing to report.

Councillor A Roupelis – Nothing to report.

Councillor B Patrick-Okoh – Nothing to report.

Councillor A Jimmy – Nothing to report.

Councillor L Stevenson – There has been a bout of anti-social behaviour with quad bikes at Seven Fields, riding around and destroying the wildflowers and plants. Social

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media has been put out to try and put a stop to this. Attended a litter pick at Mouldon Hill. Also attended the Easter events and a mile walk to raised money for Orchid House. Has been approached by two residents regarding Duke of Edinburgh Award, HWPC can offer litter picking, and will pass the information to the Office.

Councillor P Park – attended Easter pot making, arts at Lunar Park and was the Easter Bunny at the Egg Hunt. Suggested the outfit improved to allow for more 'movement'.

Councillor V Manro – Attended many events, Haven, Easter Events and Memory Café.

FC 215

CHIEF OFFICER'S REPORT

A reminder to all Councillors to complete their Committee Choices form.

FC 216

ACTIONS ARISING FROM PREVIOUS FULL COUNCIL MEETINGS

Noted the actions arising report.

FC 217

COUNCILLOR RESIGNATION

Members noted the resignation, of Councillor Ellen Baker-Walker. Election services have been advised and a deadline of the 14th May 2025. Should an election not be called the HWPC (Haydon Wick Parish Council) will start the process of co-option. Council gave thanks to Ellen's long service and legacy to the community.

FC 218

FINANCE MATTERS

FC 218A

Members noted the income and expenditure to March 2025 will be deferred until after year end is completed.

FC 218B

Members received the Bank Statements and Bank Reconciliations for March 2025.

FC 218C

Members approved the Payment Schedule for March-April 2025. Members approved expenditure under purchase daybook references 4031 – 4060 and cashbook reference 640-643. The payments total is £98,540.31.

Proposed: Councillor S Heyes

Seconded: Councillor A Roupelis

Vote: Agreed Unanimously.

RESOLVED: It was resolved to approve the Payment Schedule for March-April 2025. Members approved expenditure under purchase daybook references 4031 – 4060 and cashbook reference 640-643. The payments total is £98,540.31.

FC 218D

Members retrospectively approved the payments made using the credit card for payments made in February and March 2025 totalling £1,148.88.

Proposed: Councillor J Fuller

Seconded: Councillor O Munagala

Vote: Agreed Unanimously.

RESOLVED: To retrospectively approve the payments made using the credit card for payments in February and March 2025 totalling £1,148.88.

FC 218E

Members noted the Public Works Loan statement as at 31st March 2025.

FC 219

INTERNAL AUDITOR

Members noted the report from the second of three visits. Overall a good solid audit with a couple of small minor errors which have now been rectified.

FC 220

POLICIES

FC 220A

Members approved the updated Financial & Operational Risk Assessment 2024/2025.

Proposed: Councillor R Hailstone

Seconded: Councillor P Park

Vote: Agreed Unanimously.

RESOLVED: To approve the updated Financial & Operational Risk Assessment 2024/2025.

FC 220B

Members approved the Safeguarding Policy which has been reviewed following safeguarding training and some changes by Swindon Borough Council. It was agreed to consider DBS checks for all Councillors in the future and this will be added to a

future agenda for further discussion. It was noted that all SBC Councillors have had enhanced DBS checks.

Proposed: Councillor J Jackson

Seconded: Councillor L Jackson

Vote: Agreed Unanimously.

RESOLVED: To approve the Safeguarding Policy, subject to formatting changes discussed.

FC 221

PARKS & OPENS SPACES MATTERS

Members noted the report and approved the Virements which were necessary following the recent Grounds Maintenance decision made at Full Council in March (FC 199C).

Proposed: Councillor J Jackson

Seconded: Councillor L Jackson

Vote: Agreed with one (1) Abstention.

RESOLVED:

1. To approve £7,639.00 to be vired from POST Salaries [4000 /307] to POST Grounds Maintenance Contractors [4522 / 307].

2. £1,974.00 to be vired from POST Grass Cutting M/C Maintenance [4514 / 307] to POST Grounds Maintenance [4522 / 307].

FC 222

GROUND'S MAINTENANCE FACILITY

The meeting heard the project is making good progress. There have been some hold ups with the electrical supply and having a meter installed. It was commented that it may be possible to contract a private company to install a meter and a suggestion will be provided following the meeting. The flooring is in and looking good. A soft move by the POST will commence in due course.

FC 223

FC 223A

COMMUNITY DEVELOPMENT MATTERS

Promotion of National Awareness Days - The Committee reviewed the report and acknowledged its key points. The proposal aims to promote selected national awareness days each month, but only when these align with the Council's strategic objectives and the Council's Community Led Action Plan (CLAP). The overarching goal is to inspire residents to participate in activities that strengthen and foster a sense of community within the Parish.

A suggestion was made to establish a working group to coordinate this initiative. However, some members felt this was unnecessary, provided the process remains streamlined and does not place undue demand on staff resources. It was also noted that the Council already undertakes significant publicity efforts, prompting discussion about whether an additional initiative is required.

It was reiterated that any promotional activity must be consistent with the Council's brand and strategic direction. It was agreed that all 17 Councillors must actively contribute ideas and support specific activities. Full commitment is essential for the scheme to move forward.

Action: Office to collate the final list of awareness dates and provide to all Councillors to confirm their intentions. Add to future Full Council agenda.

Proposed: Councillor L Stevenson

Seconded: Councillor B Patrick-Okoh

Vote: Agreed with five (5) Abstentions and four (4) against.

RESOLVED: To proceed with promoting national awareness days on the proviso that any activity is consistent with the Council's brand and strategic direction. It was also agreed that all 17 Councillors must actively contribute ideas and support specific activities. Full commitment is essential for the scheme to move forward.

FC 223B

Flood Report - Members noted the report in flooding in the Parish. This should go through the emergency planning meeting. HWPC need to ensure that residents know who to contact if a flood, Thames Water, environment agency and if there is a safe place to go should their homes be flooded. Report is quite old and has not been updated with areas that need attention. It was proposed that a meeting is

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held monthly to work with Thames Water and Environment Agency to work together on the issues in the Parish that are lacking maintenance.

Action: Office to contact the Environment Agency and make them aware of the areas that need attention from them. Councillors to start a list of areas of concern and report to the appropriate authority.

FC 223C

Haydon Wick Heroes. The winners have been decided following the campaign and subsequent survey to Councillors. The Heroes will be presented with their awards and prizes at the Annual Parish Meeting on the 29th April 2025. The winners are:
Mike Gregory – Volunteer of the Year
Blyth – Young Achiever
Emmanuel United Reform Church – Community Group of the Year.

FC 224

ITEMS FOR THE NEXT AGENDA

To be provided before the meeting on the 27th May 2025.

FC 225

EXCLUSION OF PUBLIC & PRESS

There were none.

FC 226

STAFF APPRAISALS

Appraisals have been completed for all staff members. Council gave thanks to all the staff for their hard work.

The meeting closed at: 20.50

Chairman _____

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