

HAYDON WICK PARISH COUNCIL

Minutes of the Parks & Open Spaces Committee meeting of Haydon Wick Parish Council held on Tuesday 4th March 2025.

ATTENDANCE

MEMBERS: Councillors R Hailstone (Chair), S Heyes (Vice Chair), L Stevenson, A John, V Manro, O Munagala, J Jackson and R Ross.

OFFICERS: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk/RFO, HR & Services Manager
Jason Watts, POS Operations & Facility Manager
Julie McMorrow, Meetings & HR Administrator

Also in Attendance Councillor P Park

POS 079 APOLOGIES
Apologies were received and noted from Councillors E Baker-Walker, J Ali and R Worman (Personal Commitments).

POS 080 DECLARATIONS OF INTEREST
There were none.

POS 081 PUBLIC PARTICIPATION
There was one member of the public present regarding an issue with dogs running off leads and, in some cases, attacking her cats. The member of public has lived in the Parish happily for many years but feels the issues now needs addressing as it is becoming a regular occurrence and gave many examples of incidents happening recently. There is also an overbearing problem with dog waste and it being left in the grounds of public spaces.
Councillor V Manro confirmed that the Parish Council had put up stickers on lamp posts on White Eagle Road as a trial to politely request dog owners to keep their dogs on leads on this footpath, the lamppost stickers were removed and so a more permanent sign was secured. Sadly, the more permanent sign has led to some unpleasant and negative comments on social media from other residents of the area.
The Parish Council does not have any enforcement powers and therefore this issue needs to be escalated to Swindon Borough Council along with evidence from the resident to establish whether there should be a Public Spaces Protection Order in place. The properties along this footpath do not have any defensible space.

Member of the public left the meeting at 7.47pm

POS 082 CHAIRMANS ANNOUNCEMENTS
Nothing to report.

POS 083 MINUTES OF THE PREVIOUS MEETING
Members reviewed the minutes of the Parks and Opens Spaces Committee meeting held on Tuesday 7th January 2025 as a true record.
Proposed: Councillor A John Seconded: Councillor S Heyes
Vote: Agreed with two (2) abstentions.
RESOLVED: Members confirmed as a true record the minutes held on Tuesday 7th January 2025 and they were signed by the Chairman.

POS 084 SEVEN FIELDS
The Committee received a verbal update from Councillor L Stevenson. The Conservation Group, Swindon Borough Council and Parish Council have been working with a homeless resident who erected a large tent in Seven Fields. After the resident

Initials _____

had left, a full risk assessment was undertaken and the remaining debris was removed as flytipping. No other further updates.

POS 085

DEPUTY CLERK & SERVICES MANAGER'S REPORT

The 'Great British Spring Clean' runs from 21st March to 6th April, the Parish Council will be focusing on litter picking and will work on posters to distribute in due course. Officers will be working with Councillor B Patrick-Okoh, J Jackson and the POS Team on this and the social media posts during this period will highlight the campaign.

POS 086

COUNCILLOR REPORTS

Councillor R Worman submitted a report in advance of the meeting – Advised the gullies around his residential area had been cleaned three weeks ago and a very thorough job had been done. A resident in Haydon View Road contacted the Cemetery Supervisor about an overgrown hedge at the bottom of her garden. The roots are on the cemetery side of the fence, the resident received a very prompt reply to advise that the work to remove and or cut back will be done as soon as possible.

Councillor S Heyes – Nothing to report.

Councillor A John – Attended Tree planting exercise in the St Andrews Parish Council and had received feedback positive.

Councillor J Jackson – Ealing Way roundabout issues from residents which will be discussed later in the agenda.

Councillor O Munagala – Nothing to report.

Councillor R Ross – VE Day, a working party will be held next week and will then be taken to Finance & Policy Committee on 18th March 2025.

Councillor P Park – Nothing to report.

Councillor L Stevenson – Attended Tree planting at Heaton Close.

Councillor V Manro – The field at Mouldon Hill will be tidied up by Wiltshire Wildlife Fund in time for the VE day event in May 2025.

Councillor R Hailstone – Attended the Tree planting at Heaton Close.

POS 087

PARKS & OPEN SPACES MAINTENANCE SCHEDULES

Members noted the report. The POS Operations and Facility Manager gave a good comprehensive overview.

Mini Compact Street Sweeper

A simple new monitoring system has been introduced to track the sweeper route and to ensure that hot spots are tackled weekly. A large area of the parish has been tackled and as soon as we are satisfied with the results the monitoring system will reset and restart.

Tractor

Tractor & Flail is well within its winter schedule and making great progress. Pathways have been opened throughout the parish, and this will continue until the end of March.

Unfortunately, the tractor had to undergo x2 repairs, during this period the team reverted to manually trimming low level shrubs.

Vehicle Maintenance

- **SF16 HVX**- This vehicle needed repairs and was sent for assessment / estimate, sadly it was not economically feasible to carry out the identified repairs. The vehicle was sent to scrap 31-01-25
- **BJ16NLC**- A tyre repair was carried out due to an inserted screw.
- **Hako sweeper**- A minor repair was carried out; this was covered through the service package. Tyre repairs upon the sweeper was also needed.
- **Goupil** – A seat belt repair was carried out along with a reversing alarm failure. A battery cell fault was discovered during the engineer visit and repaired at the later date of 03-02-25
- The new caged tippers were received 26-02-25.

Elstree Way round about

An inspection at Elstree way / Elsham Way roundabout was conducted and although there are signs of new shrub growth it is outweighed by the weed and bramble growth. Residents are beginning to enquire about the regeneration plans following our communications last year. Committee is asked to give some steer on this or join a small working group to consider the best plans. Next steps to be decided. Councillor J Jackson has received many complaints so will meet with POS and Facility Manager to take this on.

Action POS Operations and Facility Manager to liaise with Councillor J Jackson to reach a conclusion to remedy.

White Eagle Road 'keep dogs on lead stickers'

Late last year x 7 stickers were applied to lamppost within this area. On inspection late February it had been confirmed that all seven stickers had been removed.

The POS Operations & Facility Manager has now identified a suitable area where a large sign can be permanently fixed, this will be completed by the end of February, and we will monitor the area going forward.

Committee gave praise to POS Operations & Facility Manager and the team for the excellent work that's being carried out in the Parish. The new style of reporting is very well received and gives a clear comprehensive report of the Parks and Open Spaces work and achievements – many thanks.

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POS 088

OUTDOOR GYM PROJECT 2025/2026

Committee noted the report. The proposed location is at White Eagle Play Area in Haydon End, reason for this is because there is already a Multi-Use Games Area (MUGA), open space and a play area for all ages. There are two pieces of small equipment at Primrose Play Area about 200m down the road and the idea is to move these two pieces of equipment into White Eagle Play Area to create a 'family hub'. HWPC will maintain this equipment as part of the usual twice monthly inspections and one annual external check. There is already CCTV on this site.

Members noted the public tender timelines associated with the project and a community consultation will run to determine the types of equipment to include in the documents.

This will go out to public tender at a price of £50,000.00 which includes all equipment and surfacing.

Proposed: Councillor V Manro

Seconded: Councillor R Ross

Vote: Agreed unanimously.

RESOLVED:

- 1. To agree on the location of White Eagle Play Area for the installation of an outdoor gym, subject to approval from Swindon Borough Council.**
- 2. To agree the relocation of equipment from Primrose Close Play Area to White Eagle Play Area.**
- 3. To agree the public tender timelines and price of £50,000.00 to include surfacing.**
- 4. To agree to run a consultation until 21st March 2025 to capture equipment needs from residents to include in the tender documents.**

POS 089

TREES FOR CLIMATE – HEATON CLOSE

One hundred and twenty (120) trees were planted. There is usually an expectation that there will be approximately thirty percent (30) chance of wastage. HWPC will expect to achieve a maintenance grant for Heaton Close from SBC. SBC and Wiltshire Wildlife Trust are working with HWPC on this project.

POS 090

TADPOLE PERMISSIVE PATH

The Parks & Projects Team has contacted the authorities please see the response below.

Swindon Borough Council does not keep a register of permissive paths, and any landowner can construct a permissive path on their land without consent from this Council.

If Haydon Wick Parish Council does not want the permissive path becoming a public path after 20 years use, it should seek independent legal advice as to the actions that can be taken to prevent that situation occurring.

The ground conditions and access points are too wet and dangerous for the team to utilise the chippings yet. There are concerns around the entrance position, as it's on a bend and on a fast road which proves some risk, full risk assessment is required so all staff are aware of accessing entrance safely. The Chairman gave a contact at SBC where they can help provide chippings for the area when the ground is ready and is stored in a dry area inside.

Action POS Operations and Facility Manager to contact to discuss access to the chippings.

POS 091

DOG MESS WITHIN THE PARISH

The committee noted the report. There is an issue in both Rose Walk and White Eagle Road where dog mess is becoming a nuisance. Residents have left notes, and it would appear it is known who the dogs and owners are. The POS Team regularly cleaning up the area in Rose Walk which is frustrating. It was suggested to put up signs, involve schools to produce posters and leaflets. There are many dog bins in the area but despite this, the problem seems to be getting worse over time. HWPC will put in the adapted signs and evaluate overtime and assess the issue. Information signs and social media about the costs associated with the cleaning up will be done to bring awareness to the issue.

Action Marketing & Events Co Ordinator to work with POS Team to create posters for the areas of concern.

POS 092

PARKS & PROJECT TEAM UPDATE

The team has been tasked with getting quotes for the 2025/2026 play area inspections. Supplier A is the preferred supplier locally and has availability to conduct the inspections within the month of March ahead of the new financial year.

Regarding the cleaning of the play park equipment, HWPC looked at getting a water licence from Thames Water but there were some access issues, further trials are being carried out on different cleaning substances (all of which need to be safe for children) and this work is ongoing. Further information will follow at the next committee meeting.

Councillor V Manro asked about the maintenance of the area of the bus stop opposite Morrisons which should be maintained by GLL, HWPC have cut back in the past but it is the responsibility of the GLL, push back.

Action POS Operations & Facility Manager to remind the GLL that they are responsible for the maintenance of this area and needs cutting back.

Proposed: Councillor J Jackson

Seconded: Councillor S Heyes

Vote: Agreed unanimously.

RESOLVED: To proceed with Supplier A conducting the play area inspections at a cost of £1308.00 + VAT to be met from existing budgets.

POS 093

GROUNDS MAINTENANCE FACILITY

Chief Officer has been progressing with Affleck on the outstanding work. There is not an exact completion date for April, so the suggested date is 30th April 2025. The rainwater harvesting remains a concern as it looks like two 5000 litre tanks will be needed to be installed with Affleck covering the cost, the timings of the completion date and the notice to be given to Waterside will be done alongside each other. A possible visit to site for the working party is currently suggested for the 13th / 14th March 2025, this will be extended to all Councillors.

Action Chief Officer to send out invite.

POS 094 OPERATIONAL BUDGET MONITORING

Members noted the report. Note the type error of the year starting 2022 should be 2025.

POS 095 POS ACTION REVIEW SUMMARY

The committee suggested once the actions are complete for three months or more to remove to ease the size of the spreadsheet.

POS 096 ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Office in advance of 13th May 2025* (tbc at the Annual Council Meeting).

POS 097 EXCLUSION OF PUBLIC & PRESS

There were none.

POS 098 WEED SPRAYING

POS Operations and Facility Manager advised he had attended a meeting of Grounds Managers across all parishes. Weed spraying is a hot topic and most are receiving quotations. HWPC is looking to work with St Andrews Parish Council to try to negotiate a joint procurement with the external contractor.

Maps of the Parish and areas to spray needs to be established to see what the mileage would be to complete this task as this will affect the cost to HWPC.

Action POS Operations and Facility Manager to establish costs and if working with St Andrew Parish Council is a viable option.

POS 099 INSURANCE MATTER

Members noted an ongoing issue with a broken boundary fence to the rear of properties in Catmint Close. SBC has confirmed that this fence belongs to the homeowners and/or housing developers so would not be able to replace the fence. In February, HWPC conducted a risk assessment prior to doing some hedge cutting with hand tools. Photographs were taken prior to the work and after to confirm the state of the fence. A temporary repair to prop the fence up from ground level has been conducted on safety grounds, the resident has been advised to proceed via their home insurance company.

Meeting Closed at: 21.03

Signed by Chairman: _____

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