

Minute Book: Page 1

Minutes of the **Chairs & Strategic Development Sub Committee** meeting of Haydon Wick Parish Council held on **Tuesday 14th July 2026** at 4.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE:

MEMBERS: Councillors V MANRO (Chairman), C CHIKEZIE-MORRIS, A JOHN, R HAILSTONE, S HEYES, L JACKSON, S NUKANA and A ROUPELIS

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

CS 001 APOLOGIES

Apologies were received and noted from Councillor L Stevenson (personal commitments).

CS 002 DECLARATIONS OF INTEREST

There were none.

CS 003 CHAIRMAN'S ANNOUNCEMENTS

There were none.

CS 004 MINUTES OF THE PREVIOUS MEETING

Members reviewed the minutes of the Community Development Committee meeting held on Tuesday 9th September 2021 and the Chair of the Committee signed the minutes as a true record.

Proposed: Councillor R Hailstone Seconded: Councillor S Heyes

Vote: Agreed with four (4) Abstentions.

RESOLVED: To confirm as a true record the minutes of the meeting held on Tuesday 9th September 2021 and the Chairman signed the minutes.

CS 005 TERMS OF REFERENCE OF SUB COMMITTEE

The Terms of Reference for the Sub Committee were noted.

Councillor A John arrived at 4.40pm.

CS 006 COUNCILLOR INDUCTION, TRAINING AND MENTORING

Members considered the training and induction programme, which commenced in May 2026. A number of Councillors still need to complete Code of Conduct training, and this will be followed up. SBC has been asked to confirm when Planning training will be provided. In the meantime, training materials will be obtained and an internal session arranged on both topics to support Members' knowledge and understanding.

Members also confirmed that the buddying-up and mentoring arrangements should continue for the next few Full Council meetings, noting that it had been useful in supporting newer Councillors and enabling more experienced Councillors to provide guidance.

CS 007 COMMUNITY LED ACTION PLAN

Members reviewed the action tracker spreadsheet uploaded to the Teams channel. It was agreed that all Committee Chairs and Vice-Chairs will act as Champions for delivery of the Community Led Action Plan (CLAP) actions. The CLAP delivery model will be reported to each Committee and Full Council meeting on a monthly basis to provide progress updates.

Minute Book: Page 2

Chairs will be encouraged to work collaboratively with their Committee colleagues. Where Members have ideas or proposals, these should be presented to Committee and progressed through the democratic process. The Chief Officer and Deputy Clerk will provide advice on the process where required.

CS 008

PLANNING & HIGHWAYS COMMITTEE

Members agreed to monitor the proposed national planning reforms and, as sector-specific guidance is published, to review and adjust the remit of the Parish Council's Planning Committee accordingly. It was recognised that the reforms may reduce local democratic influence in planning decision-making. However, strategic and large-scale housing developments will still require Parish Council involvement as a statutory consultee. It was noted that Haydon Wick Parish Council remains one of the most active and engaged planning committees in Swindon. Members also noted that Swindon Borough Council has a Cabinet motion due on 6 August, with a recommendation to Central Government, that the reforms should not proceed. It was further acknowledged that any wider devolution changes could also affect the implementation of the proposed planning reforms, although no authorities appear to be prioritising devolution at present. In the meantime, Members agreed that the Planning Committee should focus on matters within its control, including becoming more action-oriented on road issues. This includes developing a logging process with Swindon Borough Council for reporting potholes, road surfacing and related highways concerns, in order to build a stronger evidence base to support future highways funding requests for the Parish. *Action: Planning & Highways Chair & Vice Chair to progress this at a future meeting.*

CS 009

COUNCILLOR ENGAGEMENT AND PARTICIPATION

Members discussed ways to maintain consistent Councillor involvement in various activities, such as fundraising, delivery of CLAP actions, and championing ideas through the democratic process at Committee and Council meetings. They discussed the importance of Councillors continuing to engage with the community and actively seek residents' feedback through door-knocking, Councillor surgeries and the completion of resident surveys. It was agreed that community engagement should also be maintained through quarterly surveys to monitor progress against the CLAP and to identify priority themes for future focus e.g. youth provision. It was also noted that a coordinated approach to engagement is required, to avoid multiple visits to the same households on the same day. Members heard about recent feedback from work experience students which had provided valuable insight into the teenage demographic, which will be reported in full at a future meeting.

Action: A standardised survey to track progress is to be developed and made available for the summer event, with the option of using surveys at Councillor surgeries.

Action: Councillor(s) to be identified as the strategic leads to co-ordinate CLAP community feedback.

CS 010

EMERGING PRIORITIES

Members discussed a range of emerging strategic priorities, including macro-devolution, the potential implications of mayoral devolution, and possible changes to the Parish Council's role as a statutory consultee in the planning process. It was recognised that wider societal changes may also affect the Council's future priorities, including any restrictions on social media use and the impact this may have on young people and how their needs are met.

Minute Book: Page 3

The Sub-Committee also noted that Haydon Wick Parish Council will reach its 100th anniversary in 2028. Officers confirmed that a proposal will be brought forward to establish a working party to develop ideas and budgets over the next two years to support and fund the centenary celebrations. The social media tag #haydonhundred was suggested for consideration.

CS 011

ITEMS FOR THE NEXT AGENDA

To be sent to the Chief Officer in advance of the next meeting, due in six months' time.

The meeting closed at: 6.50 pm

Chairman:

Initials _____