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Minutes of the **Parks & Open Spaces Committee** meeting of Haydon Wick Parish Council held on **Tuesday 2nd June 2026** at 7.30pm.

ATTENDANCE

MEMBERS: Councillors L JACKSON (Chair), R HAILSTONE (Vice Chairman), R HEATH, S HEYES, A HUGHES, A JIMMY, V MANRO, S NUKANA, C SKINNER, L STEVENSON.

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

Also in Attendance Councillor N Bradley

POS 001 APOLOGIES

Apologies were received and noted from Councillors J Jackson and I Edwards (Personal Commitments).

POS 002 DECLARATION OF INTEREST

Councillor L Jackson declared an interest in Agenda Item 12, as he has a Leisure Garden plot at Ventnor Close.

POS 003 PUBLIC PARTICIPATION

There were three members of the public in attendance. Two attended to represent Seven Fields Conservation Group (SFCG) who are looking to enhance the relationship with better communication between SFCG and the Parish Council. The three Council Liaison Representatives have all been invited to attend their next meeting on the 17th June 2026. The other member of the public there to observe.

POS 004 CHAIRMAN'S ANNOUNCEMENTS

Nothing to report.

POS 005 MINUTES OF THE PREVIOUS MEETINGS

Members approved the minutes as a true record of the meeting held on Tuesday 3rd March 2026.

Proposed: Councillor L Stevenson Seconded: Councillor R Hailstone

Vote: Agreed with three (3) Abstentions.

RESOLVED: Members confirmed as a true record the minutes held on Tuesday 3rd March 2026 and they were signed by the Chairman.

POS 006 SEVEN FIELDS

The King Bridge installation is going to plan and now in situ. The rails are in place, and the decking is to be done in due course. It has been reported that there are some foul-smelling drains and reported to the Environmental Agency.

POS 007 CHIEF OFFICER/DEPUTY CLERK & SERVICES MANAGERS REPORT

Bat Detection - Deputy Clerk advised members the Wiltshire Wildlife Trust had contacted the Council and advised that, due to Heritage Lottery funding, a Consultant Ecologist has been commissioned. They asked if 'bat detectors' could be strapped to trees along Tadpole Lane. There will be minimal installation required with no damage to the vegetation. The

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precise location has not been confirmed and will likely be decided on the day but will be somewhere along the River Ray. The findings will show details of the bats movement during week commencing 23rd June. The data will be shared. There may be an opportunity for attendees to attend on the deployment day, advise the Office if you would like to attend.

Tree Cutting (Private Properties) - It has been reported that some trees in the Parish are being cut by residents in Ashdown and Casterbridge Road. This is not the Parish Council or Swindon Borough Council (SBC) conducting these works. Should any resident raise this with a Councillor, please advise them accordingly.

POS 008 PARKS & OPEN SPACES COMMITTEE'S TERMS OF REFERENCE

Members noted the Terms of Reference for the Committee. This Committee has delegated authority to authorised expenditure up to £25,000.00 - anything above that threshold requires a recommendation to Full Council.

POS 009 COUNCILLOR REPORTS

Councillor L Jackson – Conducted a litter pick around King George V Play Area. Unfortunately, there was a noticeable amount of litter, however, it is thought this could be foxes as some of the bins are open top.

Councillor R Hailstone – Attended the Swindon and Cricklade event. It was discussed that when the car park is established there will be a bridge over the River Ray for pedestrians and the Railway are currently looking at the costs around this.

Councillor V Manro – Attended the Leisure Garden social event. Plot holders all seemed to require wood chips. To be discussed at the Annual Plot Holders meeting. Attended May's Great Crested Newt event at Queen Elizabeth Drive.

Councillor L Stevenson – Reported anti-social behavior at Mouldon Hill, trees being vandalised, more trees to be replanted. Attended May's Great Crested Newt event.

Councillor I Edwards – Nothing to report.

Councillor R Heath – Nothing to report.

Councillor S Heyes – Nothing to report.

Councillor A Hughes – Nothing to report.

Councillor A Jimmy – Nothing to report.

Councillor S Nukana – Nothing to report.

Councillor C Skinner – Nothing to report.

POS 010 PARKS & OPEN SPACES REPORT

POS 010A

Members received an update and noted the Parks & Open Spaces Maintenance Schedule. Members noted that the Farmer, who has cattle at Cliffords Meadow, has asked to have cattle at Tadpole Field. The Farmer is prepared to put up his own fencing to ensure the Field is secure. A site visit and formal meeting to be arranged to hear his proposal. This would also help reduce the maintenance of the said field. *Action: Deputy Clerk will organise a Councillor meeting - an update will be provided at the next POS Committee meeting.*

POS 010B

Members noted the statistics for the POS Reporting System of all cases received within the period March – May 2026. Seasonal workers are bolstering the work currently being undertaken. It was asked to see the turnaround times from the point of the job being reported to completion to understand how efficiently the team is completing tasks.

Members noted SBC is providing an update on its Weed Spraying schedule for the 18th June Swindon Local Council's Forum Meeting. Members noted that the weeds are growing quickly and it's making the edges of the recently cut verges look unkempt, which is unsatisfactory.

Action: Deputy Clerk to finalise the turnaround times on jobs reported into the POS Reporting System.

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POS 011 PARKS & PROJECTS TEAM UPDATE

POS 011A The Parks Reporting System is going well with the new app and an ipad (with better battery capacity) is being purchased. The team is aware of several repairs to Wetpour Safety Surfaces and they will be completed, as the weather allows. They are also investigating options for Brookfield Play Area – as agreed in this year's budget.

POS 011B An update meeting with SBC Ward Councillor S Wilson is being rescheduled - an update will be provided at the next meeting.

POS 012 LEISURE GARDENS UPDATE

The Leisure Garden Representatives programme has proved extremely successful. Site representatives actively support the Council across a range of responsibilities, including site inspections, contributing content for the newsletter, and addressing collective queries at each site, as they arise. Collaborative plans in place for a Leisure Gardens stall at the Summer Extravaganza, where surplus stock will be sold and all proceeds donated to the Council's chosen charity.

A tenant has requested permission from the Council to install a picnic table and bench on the strip of land adjacent to the bowling club fence, close to their plot to be able to sit and rest. They will maintain the surrounding area—keeping the hedge trimmed and grass tidy—and ensure that the installation does not obstruct the Team's maintenance. Members agreed to conduct a consultation at the next Plot Holders Annual meeting.

A tenant at the Ventnor Close site submitted a request for permission to erect a metal-framed polytunnel on Plot 31. Given that the Council had previously granted permission for a structure of comparable size, approval was duly granted.

The Leisure Garden inspections are taking place this Friday 5th June 2026. First picnic at Ventnor event was well received with a great turnout.

Craft and Connect group held their recent event at the Community Sensory Garden.

Judges are required for the Leisure Gardens Competition with winners announced at the Plot Holders meeting. All of Full Council will be asked for their assistance.

Proposed: Councillor S Heyes

Seconded: Councillor R Hailstone

Vote: Agreed Unanimously.

RESOLVED: To conduct a consultation at the Plot Holders Annual to assess the installation of a picnic table and bench at Rose Walk site.

POS 013 1st SWINDON SEA SCOUTS: ANNUAL PAINT FIGHT

Members noted the 1st Swindon Sea Scouts annual paint fight will take place at King George V Play area on Tuesday 23rd June at approximately 6.30pm – 7.30pm. The paint is dissolvable with water.

POS 014 LYDDON WAY: ERMINE MOTH ACTIVITY

Members noted the report raised by an Operative who had spotted the unusual activity during regular maintenance in the area. The operative was curious and brought the activity to the attention of the Deputy Clerk who duly brought it Committee. The webbing on the trees in Lyddon Way is a result of Emine moths. They cause temporary defoliation but most host plants recover fully. Their silk webs provide shelter and protection for the larvae against predators and adult moths serve as minor pollinators, contributing to the ecosystem in their brief adult stage. After discussion, Committee agreed to install 'A Do Not Disturb' sign, with no maintenance in the area until the caterpillars reach their adult stage. *Action: Deputy Clerk to implement signage and communications on the activity to raise awareness for residents.*

Proposed: Councillor L Stevenson

Seconded: Councillor S Nukana

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Vote: Agreed Unanimously.

RESOLVED: To install 'A Do Not Disturb' sign, with no maintenance in the area, until the caterpillars reach their adult stage.

POS 015

HEDGE/SHRUB BED REMOVALS – VOYAGER DRIVE AND GARSINGTON DRIVE

Members received the report which detailed the need for the removal of two hedge/shrub bed removals locally that cause access and maintenance issues.

Voyager Drive

Outside a property in Voyager Drive has presented ongoing maintenance issues for several years, with concerns recurring since November 2022. The existing bramble growth and low-level shrubs frequently become overgrown, obstructing pedestrian access points and gates. Residents have repeatedly reported the area as untidy and difficult to navigate, particularly during periods of rapid growth.

The dense bramble planting is difficult and labour-intensive to maintain, requiring repeated reactive visits throughout the growing season. Despite regular maintenance, the area quickly returns to an overgrown condition.

Garsington Drive

Outside a property in Garsington Drive presents a similar long-term maintenance issue. Hedge growth regularly extends through the resident's metal railing, restricting access for maintenance staff and making routine cutting less effective. As a result, the area can quickly appear untidy between visits.

The proposed removal of the shrub beds at Voyager Drive and Garsington Drive is considered a practical response to ongoing maintenance and accessibility issues. Replacing these areas with grass seed would create a cleaner, more sustainable, and easier-to-maintain street scene while reducing maintenance demands on council teams.

Members concurred with the recommendations and agreed to proceed with the proposed removals as detailed in the report.

Proposed: Councillor V Manro

Seconded: Councillor L Stevenson

Vote: Agreed Unanimously.

Resolved: To proceed with the recommendations of the report, namely:

1. **To remove the shrub beds at Voyager and Garsington Drive - replacing them with grass seed for easier ongoing maintenance, improved visibility, and a more manageable long-term street scene approach.**
2. **To arrange removal works, soil preparation, and reseeded at the appropriate seasonal time.**
3. **To monitor both locations following reseeded to ensure successful grass establishment and identify any further maintenance requirements.**

POS 016

COMMUNITY LED ACTION PLAN (CLAP)

Members reviewed the Council's strategic plan as a reminder to identify areas where the Parks & Open Spaces Committee is responsible for delivery. Councillors are invited to bring forward any ideas to support the delivery of CLAP to the Committee.

POS 017

BUS SHELTER ART PROJECT

Members received an overview of the project which is to engage with our younger residents to launch a competition within schools to help improve two brick shelters – 1.) Thames Avenue and 2.) The Brow. The aim is to improve vandalised shelters into attractive community assets. The theme will be 'What does Haydon Wick mean to you?'

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Members requested that an audit of all bus shelters be presented at the next Committee meeting. It was noted that the bus shelter outside Morrisons is in a state of disrepair mainly due to the materials.

Timeline:

- **August:** Reach out to local art groups /artists/community groups.
- **September:** Project go live.
- **October:** Councillor Led Judging.
- **October:** Installation of project.

Proposed: Councillor V Manro

Seconded: Councillor A Hughes

Vote: Agreed Unanimously.

Resolved: To proceed with the recommendations and the timelines, to utilise HWPC staff with artistic skillsets and offset staffing costs to the allocated budget.

POS 013 ACTIONS ARISING FROM PREVIOUS MINUTES

No issues of concern and noted some actions are still in progression.

POS 014 BUDGET MONITORING: INCOME & EXPENDITURE

Members noted the report.

POS 015 ITEMS FOR THE NEXT AGENDA

Pass to the Chief Officer before the 4th August 2026.

POS 016 GROUNDS MAINTENANCE FACILITY

Snagging is being progressed and an official opening date is the 28th July 2026. Please keep this date free. Once the final bill is received it will be scrutinised by the Working Party before bringing to POS Committee and subsequently, Full Council.

POS 017 CAPITAL PROJECTS

At present Tadpole, Clary Road and Trent Road are all ongoing capital projects. Tadpole has a working party meeting soon with Swindon & Cricklade Railway. This partnership will mean a Leisure Garden site can be developed at the site, where there has been a waiting list of thirty-three residents for several years. Clary Road has a Memorandum of Understanding (MoU) in place to develop the site with Draycot Football Club. There is also a MoU with the Canal Trust at Mouldon Hill – related to this is the uncertainty of S106 funds held by SBC, which need to be clarified. At the parish's Trent Road site there continues to be a lease with Haydon Vale Football Club but there are no development plans yet.

Meeting Closed at: 8.36pm

Signed by Chairman: _____

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