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Minutes of the **Parks & Open Spaces Committee** meeting of Haydon Wick Parish Council held on **Tuesday 4th August 2026** at 7.30pm.

ATTENDANCE

MEMBERS: Councillors L JACKSON (Chair), R HAILSTONE (Vice Chairman), R HEATH, S HEYES, A HUGHES, J JACKSON, 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

Also in Attendance Councillor N Bradley

Councillor R Heath joined the meeting at 7.32pm

POS 023 APOLOGIES

Apologies were received and noted from Councillor I Edwards (Personal Commitments).

POS 024 DECLARATION OF INTEREST

Councillor L Jackson declared an interest in item 13 as he is a leisure garden plot holder ar Cllr V Manro in item 17 as he represents Swindon Borough Council (SBC) as a Ward Councillor.

POS 025 PUBLIC PARTICIPATION

Two members of the public. One to observe and give thanks for the opportunity to visit the Grounds Maintenance Facility opening. The other attended to discuss the Parks and Open Spaces reporting system log, requesting a live version to track status updates.
Chairman agreed to investigate the options available.

The resident also wished to discuss line of sight visibility of Haydon View Road (Claremont Court), the trees are affecting the 'line of sight' and visibility at junctions. Also, the brook at Seven Fields is untidy, please can this be scheduled to clear please.

The resident received feedback from the request for Freedom of Information for Seven Fields, thanks were given but further questions have been raised, this will be responded to by Haydon Wick Parish Council (HWPC) once data has been sense checked.

Councillor N Bradley left the room during the Haydon View Road dialogue as a lease holder of a property in Claremount Court.

POS 026 CHAIRMAN'S ANNOUNCEMENTS

The annual Summer Event will take place this Saturday. Members are encouraged to attend and assist where possible. Deep ruts have developed in parts of the site. The Parks & Open Spaces Team will fill the worst affected areas on the day prior to the event. The Event Management Team will continue to monitor conditions and will direct the Parks & Open Spaces Team as required on the day. Councillors are asked to raise any concerns with the Event Management Team rather than approaching the Parks & Open Spaces Team directly. Signage will be displayed at site entrances, and where possible, event infrastructure will be positioned to cover drainage lines and the most affected cracked areas.

Initials _____

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Members are also encouraged to attend the Parks and Play Roadshows, taking place on Wednesdays throughout the summer, and the Skate Jam taking place this Thursday.

POS 027 MINUTES OF THE PREVIOUS MEETINGS

Members approved the minutes as a true record of the meeting held on Tuesday 2nd June 2026.

Proposed: Councillor S Heyes Seconded: Councillor R Hailstone

Vote: Agreed Unanimously.

RESOLVED: Members confirmed as a true record the minutes held on Tuesday 2nd June 2026 and they were signed by the Chairman.

POS 028 ACTIONS ARISING

There are a couple of outstanding actions, however they are on the agenda to update and the actions arising report will be updated accordingly.

POS 029 SEVEN FIELDS

Kings Bridge has now reopened; there was an event to mark the reopening, and it was very well received by residents. The Seven Field Conservation Group recently met with the Mayor of Swindon and discussed the maintenance of the site between HWPC and SBC. Biodiversity discussions are taking place with Wiltshire Wildlife Trust to discuss the possibility of further funding. The annual hay cut is with SBC a date is not yet confirmed, and this is awaiting a response from the Haydon Wick SBC Ward Councillors on when this will take place. The next meeting for Seven Fields is on the 12th August 2026.

POS 030 CHIEF OFFICER/DEPUTY CLERK & SERVICES MANAGERS REPORT.

Nothing to report.

POS 031 COMMUNITY LED ACTION PLAN 2026-2029

Members noted the latest plan. All Chairs and Vice Chairs are encouraged to take ownership of tasks and report findings at their Committee Meetings.

POS 032 COUNCILLOR REPORT

Cllr R Hailstone – Attended the Play Area Working Party and Grounds Maintenance Facility opening. Resident expressed appreciation of the maintenance of hedges and shrubs in Abbey Meads. It's been noted that there is an area on Akers Way where the grass is high and close to the road which could be a fire hazard. This is not HWPC's responsibility, but this is noted and will be passed on to Central Swindon North Parish Council.

Cllr R Heath – Asked about SBC's cycling infrastructure plan and what HWPC is doing for maintenance of the route and asked if he could help by producing a report. It was confirmed the Parish contributed to SBC's consultation at the end of 2025.

Cllr S Heyes – Attended the WALC climate briefing and the Grounds Maintenance Facility opening. Attended Play Area Working Party and the opening of the Dog Play Area, thoroughly enjoyed the Dog Show very well organised and attended.

Cllr A Hughes – Apologies for missing GMF opening.

Cllr J Jackson – Attended the Grounds Maintenance Facility opening.

Cllr L Jackson – Attended the Grounds Maintenance Facility opening, the Play Area Working Party and Dog Play Area opening.

Cllr A Jimmy – Nothing to report.

Cllr V Manro – Attended the Grounds Maintenance Facility opening.

Cllr S Nukana – Attended the Grounds Maintenance Facility opening.

Cllr C Skinner – Nothing to report.

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Cllr L Stevenson - Attended the WALC climate briefing. Attended the Grounds Maintenance Facility opening, Play Area Working Party and reported there is an opportunity for all to attend a 'tree warden scheme' to be organised by SBC on 26th August to assess trees and care, offering an opportunity to become Tree Warden.

N Bradley – Informed by a resident of intentional arson on trees at Penhill Copse. Very lucky that this was not a disaster for the fields and the residents.

POS 033
POS 033A

PARKS & OPEN SPACES REPORT

Members received and noted the Parks & Open Spaces Maintenance Report and the officers' recommendations.

The Committee noted:

- Ground works at Voyager Drive, including shrub and root removal and grass seeding, will cost **£1,371.25** (excluding VAT) the majority of this will be staffing costs met through the POS budgets.
- Bramble removal at Oakhurst Way will be carried out alongside previously approved works at Garsington Drive.
- The Parks & Open Spaces Team is temporarily watering a memorial tree at the Skate Park while volunteers are sought to undertake this in the future.
- A resident has requested a memorial bench within the parish after a proposed location at Mouldon Hill was not approved by SBC because they do not have a memorial bench policy. It was confirmed the resident would like a bench elsewhere in the parish and will fully fund it through the Parish Council's memorial bench scheme.
- A report of creeping vegetation affecting a property in Darius Way has been investigated. As the vegetation originates from a watercourse, guidance is being sought to identify the responsible authority for maintenance.
- Following a legionella inspection, the outlet pipe from the GMF's external water tanks to an adjacent allotment site presented a potential risk and was removed. Options are being investigated to install an additional trough supplied by the water tanks. Safety and due diligent risk assessments will be conducted.
- The parish planters continue to be well maintained. The current contractor will be retained to replenish the displays in Autumn and Spring at a cost of £505.00 per seasonal planting.

Proposed: Cllr R Hailstone

Seconded: Councillor S Nukana

Vote: Agreed Unanimously.

RESOLVED: To proceed with the recommendations as presented and approve the request for a memorial bench in the Parish.

POS 033B

Members noted the statistics for the reporting system for May-July 2026. All are going well at clearing reported issues effectively. HWPC will look to understand and see what tasks/categories sit in 'other' and report back at the next Committee Meeting.

POS 034
POS 034A

PARKS & PROJECTS TEAM UPDATE

Members received an update from the Parks & Projects Team. It would be useful to have a further/clearer breakdown on the 'working towards' section. Some of the litter bins scatter rubbish and attract foxes and wildlife owing to residents using them for household waste, more signs please. The next bin audit is due October 2026.

POS 034B

Members received a report seeking approval to explore the development of an inclusive outdoor recreation and wellbeing space for older SEND children and adults with additional needs. The proposal will assess need, potential locations, design options, costs and funding opportunities. No decision on construction or funding is sought at this stage.

Members noted the need for inclusive play provision and suggested Havisham Play Area as a potential location due to its existing facilities and accessible parking.

Initials _____

Proposed: Councillor L Stevenson

Seconded: Councillor V Manro

Vote: Agreed Unanimously.

RESOLVED: To proceed to approve the exploration of a possible development of an Inclusive Outdoor Recreation and Wellbeing Space for Older SEND children and adults with learning disabilities and additional needs.

POS 034C

Members considered a request for Outdoor Exercise run independently by a local resident wishing to use public open space at White Eagle Play Area for exercise classes, the resident has suggested White Eagle Play Area and two other Play Areas, Havisham Drive and Queen Elizabeth Drive. Members considered the report and request. If there is music, noise needs to be considered. There are issues such as parking to be considered also. Members noted that this request is just for the summer period so to proceed to allow this to go ahead as a trial and should this be successful to revisit the possibility of charging for the use of HWPC play areas and outdoor gyms.

Proposed: Councillor R Heath

Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: To proceed with a trial over the Summer Period, should this be successful to look to discuss the next steps to possibly charge hire fees for the use of HWPC Play Areas and Outdoor Gyms.

POS 035

LEISURE GARDENS UPDATE

Committee received the report and recommendations. To note bench marking costs for the leisure garden rents review and consider uplifting them (need to give 12 months' notice) or in line with the CPI inflation rate as usual from September 2026. It was noted that owing to the heatwave this summer and the loss of produce a minimal rise would be favoured. Committee were asked to consider the costs of a picnic bench – subject to findings of the consultation – at a cost of £285.60 per bench to be met from 4310/305. This is to be situated at Rose Walk and a consultation to the plot holders will take place.

The fencing at the rear of the Goodearl Leisure Garden site has been in a poor condition for some time and is now in need of repair. The damaged fence is encouraging incidents of fly-tipping in the area and is having a negative impact on the overall appearance of the site. In addition, the broken fencing compromises the security of the site. The estimated cost of the repairs is £556.90 with the work to be undertaken by the Parks and Open Spaces Team. The repairs would represent a positive investment in maintaining the site and supporting the continued improvements seen across the Leisure Gardens.

Proposed: Councillor R Heath

Seconded: Councillor S Heyes

Vote: Agreed with one (1) Abstention.

RESOLVED:

- 1. To apply a CPI, increase to Leisure Garden rents from September 2026.**
- 2. To consult Rose Walk plot holders on the installation of a picnic bench at a cost of £285.60.**
- 3. To approve repairs to the Goodearl Leisure Gardens rear boundary fence at a cost of £556.90, funded from budget code 4310/305.**

POS 036

BUS SHELTER ART PROJECT

Members were asked to consider the approval of the proposed design and to consider to agree to the budget being used for Tadpole Field display panels.

The Council had successful engagement from Orchid Vale Primary School and Abbey Park Secondary Schools. Councillor Ireland and the administrator also visited Greenmeadow Primary School to host an assembly on the launch of the project with their year 4- 6 pupils. Students were asked '*What Does Haydon Wick Mean to You?*'.

Due to the proximity of the bus shelter we have decided to incorporate the designs from the Greenmeadow pupils whose submissions included the Council's mascot – Wicky;

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wildlife areas, play parks and trees/woodland. The design will feature the class names, and students will be invited to come down to write their names in the new term after completion.

The painting of the mural will be undertaken during the summer holidays and proposed installation dates are 27th and 28th August. Completing the work in-house will ensure the project is delivered within the approved budget while maintaining the planned project timescales. Staff will also welcome volunteers help from the Craft and Connect group.

Prizes were awarded as follows:

- 1st – Greenmeadow School: £50 voucher / gift. Their design will be painted onto the bus shelter, and pupils will have the opportunity to have their names included on the final design.
- 2nd – Orchid Vale: £30 participation voucher/gift.
- 3rd – Abbey Park: Thank you sweets, with the possibility of displaying their designs at Tadpole Field. (subject to budget) and Council agreement – take to POS on 4th August 26.

As the Council was impressed by the quality and creativity of the entries submitted by the secondary school students. To showcase their work and celebrate their contribution to the project, Officers proposed that a selection of the designs be professionally printed onto durable, waterproof display panels and installed on the perimeter fencing at Tadpole Field. The associated costs are as follows: approx. £32.00 per board (A2 size) x 8 = £256.00 and can be met through Community Choices as one of the top themes is biodiversity initiatives.

Phase Two of the project in September 2026, coinciding with the start of the new academic year. It is proposed that we initially work with Haydon Wick Primary School, following the same successful format used during Phase One.

Subject to approval, the project will be delivered throughout the autumn term, with the aim of completion before the end of the autumn. However, the project timeline will remain dependent on weather conditions and may need to be adjusted accordingly.

Proposed: Councillor V Manro

Seconded: Councillor L Stevenson

Vote: Agreed Unanimously.

RESOLVED:

1. To proceed to approve the design and the recommendations for the project
2. To proceed to £256.00 community choices budget being use for Tadpole Field Display Panels
3. To continue to monitor project success and implement Phase Two in the autumn with Haydon Wick Primary School for the brick bus shelter at The Brow.

POS 037

TREE WORK – DEBEN CRESCENT

Members received a request from a resident for tree works and the associated costs. The officer's recommendation is to leave the tree as it does not on inspection deem to cause any issues to the resident's property. The main complaint from the resident is just debris, the tree is otherwise healthy. Committee agreed to keep the tree in situ.

Proposed: Councillor A Hughes

Seconded: Councillor R Heath

Vote: Agreed Unanimously.

RESOLVED: Not to proceed with the removal of the tree In Deben Crescent.

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POS 038 WILTSHIRE WILDLIFE TRUST UPDATES

POS 038A Mouldon Hill: Himalayan Balsam along the River Ray. Members noted the response from Wiltshire Wildlife Trust.

POS 038B Seven Fields: Members noted the assessment report and the suggested next steps. There will be another update at the next Parks and Open Spaces committee meeting.

POS 039 MOULDON HILL COUNTRY PARK s106 FUNDING

Members noted that a sum of £15,000.00 in s106 contributions has been allocated towards a heritage trail at Mouldon Hill Country Park, under planning reference S/OUY/14/0833. SBC has asked what the style of signage will be and a meeting will take place with SBC to confirm final details. Further updates to follow.

POS 040 THAMES AVENUE DONATION

Members noted a donation of £50.00 from Thames Water has been added to miscellaneous income within the Parks & Open Spaces budget cost 307/1199 for ongoing maintenance of the grass verges and planters within the area.

POS 041 BUDGET MONITORING: INCOME & EXPENDITURE

Members received and noted the Income and Expenditure for Month 3.

POS 042 ITEMS FOR THE NEXT AGENDA

Send to Chief Officer before the 6th October 2026.

POS 043 FREEDOM OF INFORMATION REQUEST

Members noted the findings of a Freedom of Information Request regarding the costs associated with maintaining Seven Field and the recommendations on the report.

1. Note the estimated annual maintenance cost of £6,516.02 for Seven Fields (excluding meadow maintenance).
2. Note that these costs are currently being met from the Parks & Open Spaces budget, as there is no dedicated budget allocation for Seven Fields.
3. To consider the financial implications of maintaining Seven Fields. There is not a specific budget for Seven Fields as it is absorbed in the Parks and Open Spaces budget. The FOI is closed. The resident will be invited into the Parish Council to discuss any further questions they have.

POS 044 EMERGING PROPOSAL FOR THE DEVOLUTION OF TREE PLANTING RESPONSIBILITIES.

Members received an update on an emerging proposal which is to transfer Great Western Forest funding directly to the Parishes rather than apply for funding through SBC. This is not yet confirmed and is its initial stages to gauge interest from borough-wide parishes.

POS 045 GROUND MAINTENANCE FACILITY

No further updates as still waiting for responses from the Contractor. Consideration was given to paint a mural on the shipping container outside of the GMF perimeter fence to improve the appearance from the plot holders' side in keeping with the new Facility.

Meeting Closed at: 9.16pm

Signed by Chairman: _____

Initials _____