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Minutes of the Haydon Wick Parish Council **Full Council** meeting held on **Tuesday 25th August 2026** at 7.30pm held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE MEMBERS: Councillors V MANRO (Chairman), S HEYES (Vice Chairman), N BRADLEY, C CHIKEZIE-MORRIS, I EDWARDS, R HEATH, A HUGHES, J IRELAND, J JACKSON, A JIMMY, L JACKSON, A JOHN, S NUKANA, A ROUPELIS, C SKINNER and L STEVENSON.

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

FC 060 APOLOGIES
Apologies were received from Councillors R Hailstone and B Patrick-Okoh (Personal Commitments).

FC 061 DECLARATIONS OF INTEREST
There were none.

FC 062 PUBLIC PARTICIPATION.
There were three members of the public present: a resident and member of the Haydon Wick Bowls Club, and SBC Ward Councillor A Hedges.
Chloe Ford of Wiltshire and Berkshire Canal Trust was also in attendance to deliver a presentation to Full Council.

FC 063 CHAIRMAN'S ANNOUNCEMENTS
Thanks for all the help at the Summer Event and those that attended the Swindon Borough Council's (SBC) Big Town Clean Up. October's Full Council will be held earlier further communications will follow soon.

FC 064 MINUTES OF PREVIOUS MEETINGS
Members reviewed the minutes of Full Council held on Tuesday 21st July 2026 and agreed they were a true record.
Proposed: Councillor N Bradley Seconded: Councillor S Heyes
Vote: Agreed with one (1) Abstention.
RESOLVED: Members confirmed as a true record the minutes of the meeting held on 21st July 2026. The Chairman signed the minutes.

Councillor L Stevenson joined the meeting at 7.37pm

FC 065 SWINDON BOROUGH WARD COUNCILLOR REPORTS
Councillor A Hedges (Haydon Wick) – Congratulations on the Summer Event and the opening of the Grounds Maintenance Facility.
Councillor A Hughes (Haydon Wick) – Maintenance of the town centre and the clean ups continue and there may be further similar programmes.
Councillor V Manro (Priory Vale) – Continues work with Adult Social Care and hospital appointments. Looking at early intervention and other ways to tackle Adult Health and wellbeing. Also working on highways issues with pavements being a problem in the Ward owing to the hot weather.
Councillor L Stevenson (Priory Vale) – A memorial service takes place on the 27th of August at Christ Church for Private Raymond Dunn.

FC 066

COUNCILLORS REPORTS

Councillor S Heyes – Attended Summer Event which was excellent and supported SBC's Big Clean Up.

Councillor C Chikezie-Morris – Attended Summer Event, a lovely event.

Councillor S Nukana – Attended Summer Event, thank you to everyone for putting effort in to making the day a success. Also attended the skate park event.

Councillor I Edwards – Nothing to report.

Councillor R Heath – Continues to work on the cycling infrastructure plan.

Councillor A John – Attended the dog show, the Summer Event. Attended SBC's Big Clean Up and the Ukraine Festival.

Councillor J Jackson – Attended the Summer Event very well received.

Councillor N Bradley – Attended Summer Event. Attended the event at the Mouldon Hill which was excellent. Attended the Ukraine Event. Attended Seven Fields Meeting, no update on the management plan which needs renewing. The parish council is doing some maintenance which SBC are responsible for, but status may have changed following the Transfer of Services in 2019. There is an issue with the Hay Cut which cannot be done until September due to the hot weather.

Councillor L Jackson – Attended Summer Event, the Disney play area event and both were excellent. Has done various litter picks and tidy ups and attended the Skate Jam. Liaising with GLL Haydon Centre to get the hedging tidied up as causing visibility issues for road users and complaints into the Parish Council Office.

Councillor J Ireland – Attended the Grounds Maintenance Facility opening, Summer Event and the Skate Jam, feedback from stall holders at the Summer Event was very good. The Mouldon Hill event was excellent.

Councillor C Skinner – Nothing to report.

Councillor A Hughes – Attended the Summer Event which was very good.

Councillor A Jimmy – Nothing to report.

Councillor A Roupelis – Nothing to report.

Councillor L Stevenson – Took family to the Summer Event, very good. Attended SBC's Big Clean Up and the Ukrainian Event. There is a book charity at the Orbital Library, please donate books. Attended the Mouldon Hill event which was lovely.

Councillor V Manro – Attended all events mentioned by other Councillors all excellent. The Land Agent acting on behalf of the owners for the Site of Special Scientific Interest (SSSI) Clifford's Meadow has served notice to the Farmer with a view to sell the land for development of properties. Has contacted the Land Agent and Natural England for more information, will request an agenda item is put on the next appropriate meeting.

FC 067

CHIEF OFFICER'S REPORT

- The National Joint Councils (NJC) agreed the 2026 pay award for local government employees. The settlement provides for a 3.3% increase in pay rates with effect from 1st April 2026. The agreed pay award covers the period from 1 April 2026 to 31 March 2027. We will implement the increase in staff and councillors' September pay, with back pay dated from 1st April 2026.
- CALM Charity Walk in October on 24th – sign up via Tracey Boxall.
- CALM Charity fundraising - Three councillors helping at Taw Fest this Sunday - but ideally CALM needs more – if you can help from 6pm – 10pm, please turn up.

FC 068

WILTSHIRE AND BERKSHIRE CANAL TRUST PRESENTATION

Chloe Ford from Wiltshire & Berkshire Canal Trust presented to Members as the advocacy Director for the trust. Presentation started with the magic roundabout as the Canal runs straight under it. The team consists of around 300 volunteers. The Trust has a lot of awareness in the local media; the presentation showed a fresh map of the historic route of the canal and showed the new route. The Trust is building new canal routes as well as restoring existing canals. The edge of Mouldon Hill is being restored and maintained by the Trust with regular volunteers helping throughout the summer and during the heat. The bridge at Mouldon Hill that crosses over the hill could be incorporated in the Haydon Wick parish. There is ongoing discussion regarding the Oasis site, the proposal is to switch over the tow path, this would allow the Trust to maintain the canal. The request is only for 3 metres of land, which so far has been rejected.

Upcoming works with 'water way works' at Mouldon Hill on the 26-28th September to work on maintenance, all done by volunteers. Email to be circulated to Members.

Other updates included:

- Towards Kings Hill there were five (5) phases of bank repair which the trust has secured and will be taking place in October – November 2026 and completed all the way to Kingshill.
- Badgers Bridge at Wichelstowe is being repaired.
- The Trust is pleased that the Memorandum of Understanding that was signed and completed with the Parish Council.

FC 069

ACTIONS FROM PREVIOUS MINUTES

No questions were raised.

FC 070

FINANCE MATTERS

FC 070A

Members noted the income and expenditure for July 2026.

FC 070B

Members noted the Bank Statements for July 2026 and the Investments and Account Transfers to Month 4 (31st July 2026), as presented.

FC 070C

Members received and approved expenditure under purchase daybook references 5315 & 5451 and Cashbook reference 496. The total payment is £188,046.03 for July and August 2026.

Proposed: Councillor L Jackson Seconded: Councillor C Chikezie-Morris

Vote: Agreed Unanimously.

RESOLVED: To approve expenditure under purchase daybook references 5315 and 5451 and cashbook reference 496. The total payment is £188,046.03 for July and August 2026.

FC 070D

Members retrospectively approved the payments made using the credit card for payments made in June 2026. The total payment was £1,370.61.

Proposed: Councillor S Heyes Seconded: Councillor A John

Vote: Agreed Unanimously.

RESOLVED: To retrospectively approve the payments made using the credit card for payments made in June 2026. The total payment was £1370.61.

FC 070E

Members noted Cashbook 491 presented at July's Full Council was incorrect, and the final cashbook value was £80,354.77.

FC 070F

Members noted a monthly Direct Debit for Flotek to supply IT Support services has been arranged.

FC 071

SWINDON BOROUGH COUNCIL CLERKS' OPERATIONAL MEETING

The Chief Officer provided a written update from the Clerks' Operational meeting that took place in July. Key updates included:

- An internal document was shared regarding tree stock, the operation meeting covered many issues including, Country Parks, Swindon Tree Equity, Woodland Trust, Swindon Nature Belt and Operational updates including the week spraying to be carried out by SBC. Engagement sessions are coming up in October, please advise Chief Officer if any Councillors wish to be part of this.
- Priory Vale is due for weed spraying in two weeks Haydon Wick wards date is yet to be published

FC 072

CCTV

Members received a verbal update on CCTV installations in the Parish and noted that Delegated Authority had previously been awarded to the Chief Officer up to the value of £5,000.00. The Deputy Clerk confirmed the Parish Council Office will be the first building to receive CCTV at a cost of £3,100.00 + VAT and an ongoing maintenance fee of £100.00 Other outdoor areas to put CCTV in place will be explored at a later date and perhaps funds accrued at budget setting annually for 2 x cameras per annum to be installed. The CCTV arrangement at the Council Offices will allow the Council to confirm it is happy with the service prior to extending and a useful security measure.

FC 073

COMMUNITY SCRAP METAL COLLECTION FUNDRAISER FOR CALM

Members were presented with a report and recommendations regarding this fundraising project. Councillor L Jackson gave a summary of this report. On the 26th September in partnership with EMR a skip will be delivered for scrap metals to be collected, where it will be weighed, valued and funds will go to CALM. There are no legislation issues. Advertising will commence as soon as the rules of what can and cannot be tipped are received.

Proposed: Councillor L Jackson Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: To proceed with the recommendation and go ahead with the event on the 26th September 2026 and all monies to be paid directly to CALM.

FC 074

HAYDON WICK BOWLS CLUB: BACKGROUND, GOVERNANCE AND TRUSTEE APPOINTMENTS

Members were provided with the arrangements currently in place with the Bowls Club. The lease was recently renewed and is in place until 2048. Two serving Councillors are required to be appointed as Trustees. Councillor R Hailstone is on leave from this Full Council and is currently a standing Trustee. HWPC request two Councillors to be appointed this evening, with the third to be a reserve should the standing Councillor wish to stand down.

Proposed: Councillor N Bradley Seconded: Councillor J Ireland

Vote: Agreed Unanimously.

RESOLVED: To proceed with the appointment of two HWPC Councillors as Trustees of the Bowls Club: Councillors C Skinner and L Jackson. Councillor R Hailstone is currently serving as a Trustee and may wish to continue in the role. If Councillor Hailstone wishes to remain, Councillor C Skinner would act as the reserve Trustee.

FC 075

BOWLS CLUB/FURLONG CLOSE HEDGE CUTTING REQUEST

Members received a update of the case. Currently the hedge is maintained on the Bowls Club side, however, it was noted the Club's Gardening Team (of which are Member volunteers) can only safely reach a certain height. It was initially suggested that, as a neighbourly gesture, the Parish Council could undertake the additional maintenance. However, following a site visit, it was identified that access is restricted and that using the appropriate equipment could result in cuttings falling into neighbouring residents' gardens.

The lease places responsibility for keeping the hedges in proper repair and condition with the Trustees of the Bowls Club under clause 4.3(a). Any decision by the Parish Council to undertake or fund the works should therefore be considered a one-off voluntary goodwill arrangement and should not amend the lease or create an ongoing responsibility for the Parish Council to maintain the hedges in future.

The Council has received two out of three quotes, between the values of £1,400 - £2,600 to cut the hedges to 5ft. One more quote is to be received to meet procurement processes and financial regulations.

It was recommended to Full Council that this issue is dealt with using available funds from the Arboriculture Budget 4301/307 as a one-off gesture, with longer-term arrangements being implemented with quarterly support where required from the Parks & Open Spaces Team. Letters will be issued to residents to advise that they can cut back anything encroaching their gardens to continue to keep the hedge at a manageable height.

Proposed: Councillor A Jimmy

Seconded: Councillor S Nukana

Vote: Agreed Unanimously.

RESOLVED: To give Delegated Authority to the Chief Officer to proceed with awarding the hedge cutting quote up to the value of £2,600.00 to allow for the third quote.

FC 076

PARKS & OPEN SPACES REPAIRS

The fence at Tadpole Field has been damaged, and the current entrance barrier has been tampered with because it is only a timber rail fixed across the access point. This creates an immediate need for a more secure and durable solution.

It is proposed to use the red barrier currently located at Ventnor Allotments. It is not being used by plot holders and can be removed and installed at Tadpole Field as soon as possible to prevent unauthorised vehicles from entering the field. This cost-efficient method will utilise the Council's assets more appropriately and would provide a stronger, more appropriate barrier than the existing timber rail and should be completed without delay.

FC 077

ARMED FORCES COVENANT

Members received a report on the purpose of signing The Armed Forces Covenant in connection with progressing the Bronze Employer Recognition Scheme accreditation. The Covenant demonstrates the Council's commitment to supporting the Armed Forces community and reservist employees. It is a promise by the nation that those who serve or have served in the Armed Forces, and their families, should be treated fairly and should not face disadvantages

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when seeking to access public or private goods and services in the UK. The Covenant also provides for special provision to be made for those who have given the most, where this is justified.

Signing the Covenant is voluntary. Organisations may choose to sign up to demonstrate their support for the Armed Forces Community and for the principles of the Covenant. All organisations – public, private or voluntary and small, medium or large – are welcome to sign the Covenant.

The Covenant is a flexible tool. While all signatories pledge to uphold and act in accordance with the basic principles of the Covenant, organisations are free to tailor their specific pledges to suit their circumstances. In other words, organisations are free to specify – with as much or as little detail as they think necessary – how exactly they plan to support and uphold the Covenant.

Proposed: Councillor L Stevenson Seconded: Councillor V Manro

Vote: Agreed Unanimously.

RESOLVED: To approve signing the Armed Forces Covenant as a next step to progressing the Bronze Employer Recognition Scheme accreditation, demonstrating the Council's commitment to supporting the Armed Forces community and reservist employees.

FC 078

Exclusion of Public & Press

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw'. Reasons: Sensitive.

FC 079

TELECOMMUNICATIONS CONTRACT

Members received a report and an analysis of contracts and costs.

- three quotations have been received from One Com (formerly Gradwell), BT and Flotek for the renewal of the Council's telecoms contract, due to expire in November 2026.
- Recommendation is to reappoint One Com as the Council's Telecommunication provider as their contract best meets the needs of the Council, having regards to cost, service, quality, contract length, and broadband performance.
- Cost is £1,554.00 per year for a 5 year (60 months) with a price review every 24 months. Broadband speed will be upgraded (500 Mb/115 Mbps) with 2 x FTTP 500Mb/115 Mbps with free installation and router.

Members asked if the support hours could be improved, if there was a cap on the price reviews every 24 months and if hardware replacements could be included in the final contract. It was agreed to proceed with the recommendation regardless of the above queries.

Proposed: Councillor I Edwards Seconded: Councillor S Heyes

Vote: Agreed Unanimously.

RESOLVED: To proceed with the recommendation and reappoint the current telecommunications provider One Com at a cost of £129.50 per month, annual cost of £1,554.00 per year.

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FC 080

INTERNAL AUDITOR APPOINTMENT

Members noted the report and recommendations for the provision of Internal Audit Services for the Parish Council commencing in the 2026/27 financial year and to determine the preferred supplier. Members:

1. Noted four auditors were approached, of which two submitted quotations.
2. Considered both quotations against cost, experience, independence, continuity and overall service provision.
3. Agreed to appoint Darkin-Miller as the Council's independent Internal Auditor.
4. Noted that continuity and having an established understanding of the Council's systems and controls, together with their knowledge of previous audits provided greater overall benefit and value to the Council.
5. Noted that that future years' fees could be reduced as the Internal Auditor's recommendations are embedded.

Proposed: Councillor R Heath

Seconded: Councillor N Bradley

Vote: Agreed Unanimously.

RESOLVED: To proceed with the current Internal Auditor and appoint Darkin-Miller for a three-year contract commencing from financial year 2026/27 to 2028/29. Cost will be discounted for a longer contract and year one costs will be £1,620.94 plus VAT.

FC 081

GROUNDS MAINTENANCE FACILITY

Members heard that the Parish Council is still waiting for final bill, which is due in the first week of September 2026 and will be brought to the next Full Council meeting. Final snagging to take place by 28th August 2026.

The meeting closed at: 9.22pm

Chairman _____

Initials _____