Minutes of the Haydon Wick Parish Council **Full Council** meeting held on **Tuesday 20th October 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, R HAILSTONE, A HUGHES, J IRELAND, J JACKSON, L JACKSON, A JIMMY, A JOHN, S NUKANA, B PATRICK-OKOH, C SKINNER, L STEVENSON

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

Also in attendance: Swindon Borough Ward Councillors S Wilson and A Hedges

FC 099 APOLOGIES

Apologies were received from Councillors I Edwards, R Heath and A Roupelis (Personal Commitments)

FC 100 DECLARATIONS OF INTEREST

Councillor V Manro declared an interest in Agenda item 11 due to being a cabinet member of Swindon Borough Council (SBC).

FC 101 PUBLIC PARTICIPATION

There were none.

FC 102 CHAIRMAN'S ANNOUNCEMENTS

Happy 70th Birthday to Councillor J Jackson.

FC 103 MINUTES OF PREVIOUS MEETINGS

Members reviewed the minutes of Full Council held on Tuesday 22nd September 2026 and agreed they were a true record.

Proposed: Councillor N Bradley Seconded: Councillor L Jackson
Vote: Agreed with three (3) abstentions.
RESOLVED: Members confirmed as a true record the minutes of the meeting held on 22nd October 2026. The Chairman signed the minutes.

FC 104 SWINDON BOROUGH WARD COUNCILLOR REPORTS

Councillor S Wilson (Haydon Wick Ward) – Francome Play Area is moving forward and seeking a variation on section 106, Haydon Wick Parish Council (HWPC) and Swindon Borough Council (SBC) are working with Persimmon and the desired outcome is that they will remove the equipment and grass the area which HWPC would maintain. Thames Avenue Car Wash application has been approved with conditions. Seven Field group meeting is on 21st October.

Councillor A Hedges (Haydon Wick Ward) – Walking the ward and raising cases on concerns with footpaths which are cracked and damaged.

Councillor L Stevenson (Priory Vale Ward) – Weed spraying commences on 26th by SBC in Haydon Wick. SBC Armed forces accreditation is progressing well toward Silver accreditation and HWPC are the first Parish Council to obtain the Bronze award.

Councillor A Hughes (Priory Vale Ward) – Attended Corporate Overview and Scrutiny Committee, discussed section 19 flood report, disappointing as no tangible action just recommendations. Flood action plans and groups are being generated. However, Haydon Wick is listed as a priority so more information to follow in due course. Also, attended Conservative Conference, there was a section on emergency planning in particular residents that suffer with epilepsy and the extra care needed. Useful for the next Community Emergency Plan Working Party.
Councillor V Manro (Priory Vale Ward) – Renewed focus on Haydon Wick social care with senior SBC members and directors in attendance at cafes in North Swindon, HWPC seen as leading the way and as a 'gem' in the area.

FC 105 **COUNCILLORS REPORTS**

Councillor L Stevenson – Attended White Eagle Clap Session, co-hosted the consultation for SEND, excellent event thanks to the Deputy Clerk. Also joined in chocolate bingo raising money for CALM outstanding attendance and a litter pick at King George V Play area.
Councillor S Nukana – Supported chocolate bingo. Attended Green Meadow school presentation where the children were presented with their prize and shown how the pictures had transformed the bus shelter. On the 30th October at 12.30 is the Divalli event please support if you can, location large meeting room at HWPC.
Councillor N Bradley – Looking for volunteers at Seven Field Park run this Saturday 24th October 2026. Attended Haven and Macmillan coffee meeting.
Councillor A Jimmy – Nothing to report.
Councillor C Skinner – Supporting a resident with help from the Chairman.
Councillor A John – Attended Chocolate bingo and hosted the Swindon Local Plan Working Party meeting.
Councillor L Jackson – Green Meadow Primary school to meet the children and present them their prize and how their wonderful pictures have transformed the Thames Avenue bus shelter.
Councillor J Ireland – Attended the Memory Café, Abba, Macmillan Coffee morning, Annual Plot Holders Meeting, Send brunch, chocolate bingo and Green Meadow School. Church volunteered to keep allotments (maintained) at Haydon leigh school
Councillor A Hughes – Case work.
Councillor B Patrick-Okoh – Nothing to report.
Councillor J Jackson – Nothing to report.
Councillor R Hailstone – Attended the Annual Plot holders meeting and Local Councils Forum meeting where updates from WALC conference were received and an emergency plan event at Trowbridge on the 10th November. Speed Indicator Devices (SIDs) can be purchased and owned by Parish Councils but they can only be kept in location for three weeks at a time, to be considered.
Councillor C Chikezie-Morris – Nothing to report.
Councillor S Heyes – Attended SEND meeting, excellent event thanks to the Deputy Clerk for the arrangements work to make this happen.
Councillor V Manro – Attended WALC annual conference and presented, alongside the Leader of Wiltshire Council on principal authority's relationship with their Town and Parish Councils. Also presented and co-hosted the Parish Council's SEND brunch.

FC 106 **CHIEF OFFICER'S REPORT**

Attended Annual WALC conference with Chairman and Meetings Administrator. Attended useful speech from outgoing NALC Chairman, Climate Resilience, Emergency presentations. Good networking opportunity as many Chairs and Clerks from Swindon and Wiltshire were in attendance. Chief Officer and Deputy Clerk went to SLCC Annual Conference with many relevant presentations. Of particular interest was Age Friendly communities and it was heartening to realise how advanced Haydon Wick parish is with its service provision. Visit 1 of 3 by our internal auditor has taken place. A lot of preparation and time is spent by the Finance Team to respond to their various queries. The draft report will initial go to the Internal Audit working party. Polite reminder for all Councillors to respond to meeting invitations promptly. No responses from members mean that we cannot confirm the meeting details. And because our meeting opportunities are limited, my fellow colleagues sneak in and take the meeting time! There is a Swindon screening of the People's Emergency Briefing which Councillors may wish to attend. Email Julie. Also a 'climate and nature' event at Christ Church in Old Town on the 31st October. please go if you can. Chief Officer and two staff members are joining some Councillors and doing the walk for CALM charity this weekend – alongside 70+ other walkers. Deputy Clerk confirmed the next steps with the SEND consultation is to look at the responses and bring to Community Development Committee.

FC 107 **ACTIONS FROM PREVIOUS MEETINGS**

Members noted the reports from 25/26 which are carried forward and 26/27 actions. Mostly waiting for third party responses.

FC 108 **FINANCIAL MATTERS**

FC 108A Members noted the Q2 review up to Month 6, 30th September 2026. Question asked about the overspend on water usage. Confirmed water at the allotments will be turned off in November 2026. Investigations are ongoing of any tampering or leaks. Meeting with Accountant tomorrow to look at expenditure in preparation for budget setting.

FC 108B Members received and approved the Bank Statements and Bank Reconciliations for September 2026.

Proposed: Councillor J Jackson Seconded: Councillor C Skinner

Vote: Agreed Unanimously.

RESOLVED: Members approved the Bank Statements and Bank Reconciliations for September 2026.

FC 108C Members noted the Investments and Account Transfers for Month 6, 30th September 2026.

FC 108D Members received and approved expenditure under purchase daybook references 5501 and 5586. The total payment is £126,342.26 for September and October 2026.

Proposed: Councillor C Chikezie-Morris Seconded: Councillor A John

Vote: Agreed Unanimously.

RESOLVED: To approve expenditure under purchase daybook references 5501 and 5586. The total payment is £126,342.26 for September and October.

FC 108E Members retrospectively approved the payments made using the credit card for payments made in July and August 2026. The total payment was £1,723.74.

Proposed: Councillor B Patrick-Okoh Seconded: Councillor S Nukana
Vote: Agreed Unanimously.
RESOLVED: To retrospectively approve expenditure using the credit card for payments made in July and August 2026. The total payment was £1,723.74.

FC 108F Members put forward their Budget Aspirations for 2027/28. One was the replacement of solar panels in the Haydon Wick Parish Council (HWPC) building and back up batteries. Reminder to email all aspirations in as soon as possible ready for budget setting.

FC 109 SWINDON LOCAL COUNCILS FORUM – PARISH PROTOCOL

Members discussed the latest draft which needs to be agreed by all Parishes. SBC will continue to perform statutory duties except if delegated to Local Councils. Essentially this means that local councils will work with SBC where resources allow and work in partnership. SBC require the final document to go to cabinet in December for final agreement. Councillor Manro abstained from voting due to being a SBC Cabinet Member.

Proposed: Councillor R Hailstone Seconded: Councillor A John
Vote: Agreed with one (1) Abstention.
RESOLVED: To proceed to support the Protocol document, as presented in readiness for SBC Cabinet decision in December 2026.

FC 110 SBC OPERATIONAL MEETING WITH SWINDON TOWN & PARISH CLERKS

Members noted the report, no further questions were raised.

FC 111 DISCLOSURE AND BARRING SERVICE CHECKS: LEGISLATION CHANGES WITH EFFECT FROM OCTOBER 2026 AFFECTING ALL STAFF AND COUNCILLORS

Members noted and agreed to proceed for all staff and Councillors to be asked to provide details to complete DBS checks. There will be a financial consideration, and costings will be put to Finance and Policy committee with a final figure. Councillors should be cost free as classified as 'volunteers'.

FC 112 DEPENDANTS 'CARERS' ALLOWANCE – NALC APPEAL

Members were asked to consider the report and support the National Local Councils appeal to offer Parish and Town Councils the opportunity to offer a financial arrangement to help with childcare and dependent costs to Councillor's whilst travelling to meetings, attending meetings and other duties asked of them.

Weymouth Town Council has confirmed that it will be requesting the resubmission of an amended Dependants' Carers' Allowance proposal to the Government in the coming months.

Under the current arrangements, principal authorities may make payments under this allowance to councillors to help with childcare and dependants' care costs while attending council business. However, this right does not

currently extend to parish and town councils, which creates an inconsistency in access across the sector.

It was put to members to support the appeal to allow Parish Councils to offer this incentive, essentially showing that Parishes recognise what carers do, the cost involved to be an effective Councillor.

Members agreed to support the recommendation with the addition of a written statement from Councillors N Bradley and L Stevenson to add personal experience to the appeal. If passed by Government, this may become a future budget aspiration.

Proposed: Councillor N Bradley **Seconded: Councillor L Stevenson**
Vote: Agreed Unanimously.
RESOLVED: To proceed with the recommendations:

- **Council notes the position set out by Weymouth Town Council.**
- **Council supports the principle that parish and town councils should have the same right as principal authorities to offer Dependants' Carers' Allowance to councillors attending council business**
- **Council agrees to write to the local MP, Will Stone lobbying their support of the appeal and request that Government reconsider the decision;**
- **Council delegates authority to the Chief Officer to finalise and send the letter using the attached template.**

FC 113 **NALC LOCAL COUNCIL AWARD SCHEME – GOLD RENEWAL**

Members heard the Council's NALC Gold Award is due to expire in December and, to maintain accreditation, it is recommended that the Council registers immediately for the next LCAS round. Registration can be completed before all evidence is in place, as applications are treated as a fresh submission for each accreditation cycle. Authority is sought to delegate preparation and submission of the evidence pack to the Chief Officer and to approve registration and accreditation costs of up to £250. Following registration, the Council will need to compile the required evidence, confirm compliance with the criteria at a public meeting, and submit the application and supporting documentation to the local accreditation panel coordinator. Councillors Ireland, Chikezie-Morris and L Jackson offered to assist with the registration paperwork.

Proposed: Councillor J Jackson **Seconded: Councillor L Jackson**
Vote: Agreed Unanimously.
RESOLVED: To proceed with registration for the next LCAS round immediately. Delegate the preparation of the evidence pack and submission to Chief Officer. Agree the budget impact for registration and accreditation fees up to £250. Budget: 101 4215 Subscriptions.

FC 114 **PLANNING & HIGHWAYS COMMITTEE MATTERS**

FC 114A **Swindon Local Plan 2043 Regulation 19 Publication Stage:** Members noted that Planning and Highways committee had met before Full Council and discussed the Swindon Borough Council's Local Plan. Councillor A John has begun the draft submission, however there are still areas that have not been commented on. All Councillors were asked to support the submission and choose a section and send it to Planning and Highways Chairman as soon as possible, ideally by Friday 23rd October. A robust submission is needed from

HWPC to support the infrastructure and the effects there will be over the coming years. Delegated authority was requested to allow the Chief Officer to submit the document by the 12th November.

Proposed: Councillor A John Seconded: Councillor C Chikezie-Morris
Vote: Agreed Unanimously.
RESOLVED: To proceed to give delegated authority to the Chief Officer and submit the Regulation 19 submission to SBC by 12th November 2026.

FC 115 COMMUNITY DEVELOPMENT COMMITTEE MATTERS

FC 115A **Bike Shed Christmas Bicycle Scheme 2026** - The Bike Shed's annual Christmas bicycle scheme collects unwanted bikes, refurbishes them and distributes them to children and families in need across the community. By helping to remove the financial barrier of purchasing a bicycle, the initiative provides opportunities for children to enjoy cycling, build confidence and lead more active lifestyles, while also reducing waste through the reuse of unwanted bikes. Members were asked if the Parish Council supports the scheme for a second consecutive year by acting as a local donation point and assisting with the collection of bicycles ahead of Christmas. The Council's support last year was successful, with every donated bicycle refurbished and rehomed.

Proposed: Councillor V Manro Seconded: Councillor L Stevenson
Vote: Agreed Unanimously.
RESOLVED: To proceed with recommendations as presented:

1. **Approves participation in The Bike Shed's 2026 Christmas Bicycle Scheme, focusing on bicycle donations only.**
2. **Agrees to hold two or three councillor-led Saturday morning collection sessions during November and December 2026 at a designated Council facility.**
3. **Delegates authority to the Chief Officer to agree the dates, locations, publicity and operational arrangements.**
4. **Approves the use of the existing Climate Change budget for reasonable operational costs, recognising that bicycle reuse supports the Council's environmental objectives.**
5. **Confirms that expenditure will be controlled through existing financial procedures and within the available budget.**

FC 115B **Christmas 2026 –** Members received an update on this year's Christmas activities. There will be Christmas carols at St Johns Church, who will help with hot drinks. There will be a wishing tree. opened by the CALM representative, illuminated Parks & Open Spaces vehicles fleet will go around the Parish. Swindon Lions will be approached and the Salvation Army too. The event will last about 1 – 2 hours. The scaled back approached was implemented to help with the impact of organising larger events which impact on the whole team's resource levels. There will be another update at Community Development Committee meeting on the 3rd November. Members suggested the HWPC mascot be available for this event.

FC 115C **Copyright Claim – VE Day 75 Publication -** Members noted that Haydon Wick Parish Council has received a copyright claim from Pngtree relating to the historic use of a VE Day 75 logo in a Parish Council publication produced in 2019. The Council responded that the image was used in good faith to promote local commemorative events, generated no commercial benefit, and was believed to support the national VE Day 75 campaign, while also requesting further information regarding ownership and the alleged

infringement. Pngtree has since advised that an Enterprise licence is required for use by government and community organisations, considers the historic use to be an infringement, and has requested evidence of authorisation or licence purchase. While Pngtree has indicated that legal action may be considered if the matter is not resolved, no legal proceedings have been commenced against the Council at this time. The Council considers this to be a low-level copyright claim rather than a formal legal action. Council has asked Pngtree for supporting evidence and what remedy they are seeking. There is currently no disclosed financial liability and no known payment deadline.

FC 116 **PARKS & OPEN SPACES COMMITTEE MATTERS**

FC 116A **King George V Park –** Members noted closing early due to a Firework Display by Haydon Wick Primary School. Some signage will be placed on the gates letting the public know it will be locked during the School Event. A request from the school to have HWPC mascot 'Wicky' to join the children for this event. *Action Deputy Clerk to arranged for signage on the gates.*

FC 116B **SBC's Weed Treatment Schedule** – has been received and starting at the end of October into November. Collective concerns about the late start and possible ineffectiveness. Delays were caused by late management of their procurement process. Councillors requested any Parish communication is clear that this is SBC and not the Parish Council's procurement process.

FC 116C **Tree Planting –** Full Council received and agreed to the proposal to deliver a programme of up to 45 trees, native hedgerow planting and habitat improvements across four public open spaces within the Parish. The project aims to enhance habitat connectivity for Great Crested Newts, replace missing or declining trees, increase canopy cover and improve the biodiversity and appearance of local green spaces. The scheme was developed following an environmental walk undertaken by Wiltshire Wildlife Trust in partnership with Haydon Wick Parish Council, which identified opportunities to strengthen ecological links between key habitats. Proposed works include additional tree planting at Henchard Open Space, native hedgerow and birch tree planting near Orchid Care Home, replacement and supplementary planting at The Chestnuts, and the extension and enhancement of tree planting at Queen Elizabeth Park. Wiltshire Wildlife Trust will oversee the ecological and technical aspects of the project, with final layouts, species selection and planting numbers to be confirmed following the completion of the necessary surveys and assessments.

Proposed: Councillor V Manro **Seconded: Councillor L Stevenson**
Vote: Agreed Unanimously.
RESOLVED: To proceed with the recommendations to:

- **Approve the planting of up to 45 trees, associated native hedgerows and habitat improvements across the four identified locations, with the aim of improving great crested newt habitat connectivity, replacing lost trees and increasing canopy cover where appropriate.**
- **Recognise Wiltshire Wildlife Trust as the ecological and technical lead, working in partnership with HWPC, and acknowledge the anticipated funding allocation of £18,000 to £22,000 through the Great Western Community Forest programme, subject to final confirmation.**

- **Delegate authority to the Chief Officer, in consultation with WWT and the Parks & Open Spaces Manager, to finalise planting specifications, procure contractors and coordinate delivery during the 2026/27 winter planting season, subject to ecological requirements and the Council's financial regulations.**
- **Support community volunteer planting sessions, including efforts to involve Orchid Vale Primary School, St Francis Primary School, residents, youth groups and community organisations, drawing on the Council's previous experience at Heaton Close.**
- **Confirm that the Council's Parks & Open Spaces Team will undertake ongoing maintenance, with provision for up to five years within the external funding allocation.**
- **Authorise expenditure within the final confirmed grant allocation, subject to funding conditions and financial regulations, with any additional unfunded expenditure requiring separate Council approval, and request a progress report following the initial planting programme.**

FC 117 **FINANCE & POLICY COMMITTEE MATTERS**

FC 117A **Community Emergencies & Preparation for future Climate Resilience** – Members received a report on the impacts of prolonged summer heatwaves and the need for longer-term climate resilience planning. The report highlighted the increasing risks to local communities and Council assets from heat, drought, wildfire and pressure on water resources, and set out a phased three-year programme of immediate actions, future budget pressures and investment priorities to reduce damage and future liabilities. Members considered the likely costs of inaction, including tree replacement and landscaping, drought damage to playing fields, footpath repairs and fire damage remediation, and discussed how the report should be aligned with the Community Emergency Plan. It was recommended that Council support the immediate actions, establish a Climate Resilience Reserve of £15,000 from 2027/28, include annual climate resilience funding in future budget planning, endorse the Three-Year Climate Resilience Programme, and incorporate the report into the existing Community Emergency Plan. Members also agreed, for efficiencies, and strengthen community resilience, to merge two working parties.

Proposed: Councillor A Hughes **Seconded: Councillor A Jimmy**
Vote: Agreed Unanimously.
RESOLVED:

- **To merge the current Community Emergency Planning Working Party with the Working Party for Climate Resilience to a single combined working party.** *Action Meetings and HR Administator.*
- **To proceed a to support the immediate actions as presented in the report and incorporate this information in with the Current Emergency Plan.**
- **Members continue to support the proposed Climate Resilience Programme and make appropriate recommendations to Full Council regarding future budget provision and implementation.**
- **Councillors to preview the People's Emergency Briefing Screening in November.**

FC 117B **Prospect Hospice Room Booking Request.**

A request has been received from Prospect Hospice' for a free room booking request. The day has been requested to run a 'leadership group. Currently the Chief Officer has delegated authority to offer free room hire up to two hours and thirty minutes a day, therefore members are asked to give the Chief Officer delegated authority to approve this room hire.

Proposed: Councillor R Hailstone Seconded: Councillor J Jackson

Vote: Agreed Unanimously.

RESOLVED: To proceed to give delegated authority to the Chief Officer to offer this room hire for one day free of charge.

FC 118 **MEDIA, PRESS & COMMUNICATIONS**

Members considered matters requiring media and press communication, including key messages and the designation of lead Councillor(s). It was noted that these are official Council communications and that information should first be issued via the Council's social media channels before Councillors share it more widely. Members were reminded of the use of embargoes and that news items should not be shared immediately after meetings or at events until the Council's official communication has been released. Items on this evening's agenda that warranted press releases were: a soft launch of Christmas "hold the date", articles on weed treatment and tree planting, and communications in support of Remembrance. The use of video content was also considered, and Councillor Chikezie-Morris will liaise with the Deputy Clerk to progress this. The Council will also promote the fireworks at KGV in support of Haydon Wick Primary School PTA.

Meetings and HR Administrator left the meeting at 9.30pm.

FC 119 **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 120 **GROUNDS MAINTENANCE FACILITY**

Verbal update was given. The final bill is still outstanding and delayed due to a couple more snagging issues that are yet unresolved.

FC 121 **GRAZING REQUEST AT TADPOLE FIELD**

Members received a proposal requesting Council approval in principle for a 12-month grazing agreement to allow a local tenant farmer to graze a maximum of 12 sheep within designated areas of Tadpole Field. The proposal was intended to help maintain the land, reduce grounds maintenance expenditure and generate a modest annual income for the Council. Members noted that the proposed grazing areas comprised the grassland adjacent to the proposed Swindon and Cricklade Railway car park and the square section of grassland between the existing trees, with the available area estimated at approximately 2 acres subject to confirmation. The farmer proposed a rotational grazing arrangement to allow grassland to recover between grazing periods, providing a practical means of land management while protecting future use and public access.

Proposed: Councillor V Manro **Seconded: Councillor L Stevenson**
Vote: Agreed Unanimously.
RESOLVED: To proceed with the recommendations as presented in the report.

1. **Supports in principle a 12-month managed sheep grazing arrangement at Tadpole Field, permitting a maximum of 12 sheep.**
2. **Approves an indicative annual grazing fee of £150 to £180, payable in full before commencement, subject to confirmation of the available grazing area and final agreement.**
3. **Delegates authority to the Chief Officer to undertake the necessary checks, negotiate and finalise an appropriate written agreement, subject to legal, insurance and safety requirements.**
4. **Requires the Parks and Open Spaces Manager to undertake a joint site inspection with the tenant farmer, agree the grazing boundaries, approve fencing arrangements and ensure all existing tree planting areas are protected before commencement.**
5. **Requires the tenant farmer to meet all costs associated with livestock management, fencing, signage, water provision, security, agreed fencing repairs and damage attributable to their activities.**
6. **Retains Council responsibility for maintaining the permitted public pathway and protecting existing public access rights.**
7. **Requires the agreement to include one month's written termination notice, immediate termination provisions for specified breaches and reinstatement obligations.**
8. **Requires a final inspection by the Parks and Open Spaces Manager, with any necessary remedial works completed before the arrangement is formally closed.**
9. **Requires a review before any renewal or extension.**

Members resolved to extend the meeting by 10 minutes.

FC 122 **AKERS WAY**

Haydon Wick Parish Council is responsible for maintaining an area of hedges and shrubs along Akers Way, highlighted in yellow, that are adjacent to a main B-road. A specific section of the hedge and shrub line, highlighted in blue, presents a high-risk during maintenance as parts of it can only be accessed from the roadside. This section also extends towards a three-way junction, which creates additional safety concerns regarding traffic control.

Although the work can be controlled using Chapter 8 Road Safety requirements and that some members of the Parks & Open Spaces Team hold the relevant qualification, on this occasion the team does not have the necessary practical experience or equipment to manage traffic safely while carrying out the required maintenance in this area. It should also be noted that

the road has a history of accidents involving both vehicles and pedestrians, with incidents occurring on multiple occasions.

The Parish has contacted SBC to confirm if this section would fall under the gateway maintenance and we have received confirmation that it does not.

It is recommended appointing a suitably qualified contractor with the experience and equipment required to carry out the works safely. As part of the same programme of work, all vegetation should be substantially reduced, including any necessary tree maintenance. This would extend the interval before further maintenance is required and reduce the need for frequent visits to this high-risk location.

During the works, Haydon Wick Parish Council staff will gather information on best practice and identify the equipment, training and competencies needed to undertake this task safely in the future.

Proposed: Councillor L Jackson Seconded: Councillor J Ireland
Vote: Agreed Unanimously.
RESOLVED: To proceed with the recommendations as presented in the report.

1. **To note the report and give steer to Officers on which way to progress.**
2. **To give delegated authority to the Chief Officer to progress with the works up to £2,000.00 from 4301/307.**

The meeting closed at: 9.41 pm **Chairman _____**