

WEST SWINDON PARISH COUNCIL
Minutes of the meeting of the
WEST SWINDON PARISH COUNCIL held on
Monday 28 February 2022 at 7.00 pm

Present:

Cllr Umar Ali (v)
Cllr Steph Exell (v)
Cllr Suresh Gattapur
Cllr Nigel Gibbons
Cllr Geoff Gould
Cllr Tim Makofu (v)
Cllr Nick Martin
Cllr Mary Martin
Cllr Nandini Singh
Cllr Tim Swinyard
Cllr Caryl Sydney Smith

Others: Paula Harrison (Parish Manager), Craig Hiscock - BEST.

Public: One virtual; Four in person

Public Questions:

The Prinnels residents have been contributing to the Clean and Green fund and would like to purchase a litter picking set for the group. Councillors agreed that this could be done and registered as a debit on the fund.

The Prinnels residents queried progress on the fencing around the pond. The Parish Manager advised that in early discussions, the Parish Council had conducted immediate repairs to the existing fence. It had also agreed to add a wider perimeter fence to the front to restrict access to the water's edge if and when this fitted in with the overall plans for the area. The Swindon Borough Council team would be responsible for any safety work or any reconstruction within the pond itself. This would be checked with the Swindon Borough Council team.

The Prinnels residents advised that there would be a jubilee tree planting session with the South Swindon MP Rt Hon Robert Buckland on Friday 3rd June at the Prinnels pond. Information and invitations would be circulated.

The Prinnels residents asked on progress to secure Neighbourhood Watch signs. The Parish Manager advised that approval was in place but the residents would need to liaise with the Neighbourhood Watch Coordinator.

Meeting start 7.09 pm

293. Welcome & Introductions

The Chair opened the meeting.

294. Declarations of Interest & Applications for Dispensation

Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2021 were recorded for

- Cllr Gibbons in reference to a family member having participated in the tender exercise conducted by the Communications Working Party as referred to in Agenda Item no. 6.
- Cllr Swinyard as a Trustee for Freshbrook Community Centre referenced in Agenda Item no. 7.

295. Minutes of the previous meetings

RESOLVED that the minutes of the Parish Council meeting held on Monday 24 January 2022 – were approved and adopted.

296. Minutes of the Planning & Environment Committee

RESOLVED that the minutes of the Planning & Environment Committee meeting held on Monday 07 February 2022 – were approved and adopted.

297. Minutes of the Finance and Staffing Committee

RESOLVED that Recommendation (Minute 279) that expenditure for January 2022 of 59 Payments totalling **£45,783.43** be approved

RESOLVED that Recommendation (Minute 281) that pending prices from other quotes, that outline approval is given for purchase of a new mower and flail attachment with a limit of £30,000 (excl. VAT) for total expenditure be approved

RESOLVED that the minutes of the Finance and Staffing Committee meeting held on Monday 07 February 2022 be approved and adopted.

298. Minutes of the Leisure & Amenities Committee

The recommendation (Minute. 223) from the Communications Working Party was discussed. Consideration was given as to whether the recommendation did not follow the remit set for the Working Party in relation to delivering a tender process and identifying a preferred provider. It was understood that the tender process had created some complexity as to what the Council needed and the related costs. Councillors debated an alternative proposal.

Councillors Nick Martin and Nigel Gibbons abstained from voting.

RESOLVED that

- a) the outcome of the tender process is paused until such time as the Communications Working Party is able to review the specification and clarify the Parish Council's communication content needs
- b) the Communications Working Party proposes a written scoping exercise to clarify what the support to the Parish Council needs to deliver
- c) the Parish Council maintains coverage for social media inputs by renewing the previous Contractor for 3-4 months
- d) Outcomes a), b) and c) are reviewed at a future meeting of the Parish Council.

299. RESOLVED that the minutes of the Leisure & Amenities Committee held on Wednesday 09 February 2022 be approved and adopted.

300. Presentation: BEST: Be A Better You

Mr Craig Hiscock representing BEST gave a verbal presentation. Mr Hiscock outlined the charitable status of the organisation, the financial background and gave an overview of the types of sessions delivered by the organisation to date.

The grant application proposed to deliver sessions during school holidays at Freshbrook Community Centre. These sessions would offer a range of activities for school aged children with up to 30 places per session.

Councillors gave feedback on the proposal as follows:

- access should be free and open only to those who are resident within the Parish
- consideration should be given to those who may prefer less physical or quieter activities
- reaching a higher number of unique participants was preferable to repeat attendees
- promotion should also target those less likely to participate e.g. referrals from care workers, schools, youth workers.

RESOLVED that the grant application from BEST totalling £2640 be approved.

301. Update from West Swindon Parish Council - Chair

Cllr Nigel Gibbons reported that a meeting had taken place with Swindon Borough Council regarding the renewal of the deed with the Parish Council. The Parish Council has put forward a detailed list of changes proposed. As work is happening Borough-wide it is predicted that the new deed will not be ready until towards the end of this year. Future updates will follow however it was a promising start.

302. Update from Swindon Borough Councillors

Cllr Sydney Smith advised that Swindon Borough Council were reissuing the resurfacing programme (subject to City Fibre locations not obstructing progress).

303. Updates from Parish Council Representatives

Cllr Gattapur advised that since work had been completed by City Fibre in Westlea, particularly Langstone Way, the pavement now held large puddles where it didn't previously. These contractors still needed chasing to reinstate properly following their works to verges and pavements.

Cllr Makofu reported that he had recently attended a session of New Generation Bond and had been impressed by the turnout and the level of youth engagement. Cllr Makofu encouraged Councillors to visit in the future.

Cllr Makofu reported a number of streetlights being permanently out in Toothill e.g. Oakham Close. Cllr Swinyard to investigate further.

Cllr Singh reported that there had been many incidents following the recent storm and that the team had dealt with these efficiently and effectively. Councillors agreed this had been actioned well.

8.27 pm Cllr Exell left the meeting.

304. Insurance Renewal

The Parish Manager referred to the outline insurance renewal for 2022-23 with the Parish Council's existing insurers - Royal Sun Alliance. A copy of the renewal schedule appears as **Appendix A** in the Minute Book. The current brokers have advised that Royal Sun Alliance will be withdrawing as a provider in the next financial year. The renewal has confirmed that the Parish Council can install its own play equipment within the Parish but is not insured to install outside the Parish. The Parish Council can deliver paid for grounds maintenance services inside and outside the Parish.

RESOLVED that the Parish Council agrees its renewal schedule totalling £6782.50

305. Small Grant Offer

The Parish Manager circulated a small grant offer from Great Western Community Forest, a copy of which appears as **Appendix B** in the Minute Book. The grant offer sets out the proposal to plant 3,000 plus whips in designated spaces on Shaw Ridge Linear Park. These spaces have previously been agreed by the Parish Council's Planning & Environment Committee. The grant covers the cost of staffing and resources to plant, protect and review this planting over the next 3-5 years.

RESOLVED that the Chair, Cllr Gibbons signs the Small Grant Offer letter on behalf of the Parish Council.

306. Admission of Public and Press

RESOLVED in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: Staffing

Councillors reviewed a report setting out training and pay scales for the Parish Council's operational team.

307. **RESOLVED that**

- a) Consideration is given to online training modules as appropriate and NALC is investigated as a potential provider
- b) A report is taken to Finance & Staffing Committee for further consideration

Date of next meeting: Monday 28 March 2022 7.00 pm

Meeting closed 8.44 pm

Date:.....

Signed:

Chair of West Swindon Parish Council