

## **WEST SWINDON PARISH COUNCIL**

### Minutes of the **FULL COUNCIL**

held on **Monday 29 April 2024 at 6.30 pm**  
**West Swindon Parish Office, Unit 25 Westmead Ind Estate, SN5 7YT**

#### **Present:**

Cllr Junab Ali (Chair)  
Cllr Peter Bates  
Cllr Mustafa Dayan  
Cllr Mustafa Ertas  
Cllr Suresha Gattapur (virtual)  
Cllr Leon Grother  
Cllr Tim Makofu  
Cllr Graham Philpot  
Cllr Trish Philpot  
Cllr Nandini Singh  
Cllr Caryl Sydney Smith  
Cllr Keith Williams  
Cllr Sean Wilson

**Officers:** Paula Harrison (Parish Manager)

**Public:** Eight

**Meeting Start:** 6.45 pm

#### **Public Questions:**

Resident indicated that they were in support of the Toothill Church grant application as they had attended the Welcome Space a number of times and found it well attended.

#### West Swindon Library Update:

A written update had been provided and was read out by the Chair as follows:

#### **West Swindon Library Reinstatement – update 26/4/24**

##### **Summary:**

Work is now progressing fast and we are having a site visit with GLL on 1<sup>st</sup> May to review the outstanding building works and will then be able to confirm an opening date.

Please note that initially the library will reopen within a reduced space, as flood damage has destroyed all ground floor wiring in the Link Centre. This is needed because, despite the restoration of mains power, at a future date GLL and their contractors will need to close temporarily to replace and renew all wiring.

#### **Completed tasks as of Friday 26<sup>th</sup> of April:**

- The concrete flooring has now dried out sufficiently and new carpet tiles have been laid in the public library space.

- Electrical power system has been supplied to the library through a series of interim wall-mounted cables and sockets.
- A new library layout has been designed and is now being implemented – and SBC IT have ensured all required data points for this layout are now in place.
- As of April 26<sup>th</sup>, BT have successfully installed a brand new internet connection for the library – anticipated to be an improvement on the pre-flood connection. On Monday 29<sup>th</sup> SBC IT will begin to reconnect this to the library data ports.
- Library staff have comprehensively processed and weeded all library books ready for reopening, including adding in all new books which were ordered and arrived during the closure.

**Outstanding tasks:**

- Outstanding tasks mostly concerning ensuring a safe and compliant building fit for a return to public use. This includes for example compliance checks for fire, water safety.
- Library team to finish all furniture./shelving moves, layouts, equipment setup.
- SBC IT to ensure all public use and staff use IT is ready, tested and functional (in progress).
- Longer term work - after the initial library reopening - will address restoration of non-public library areas – including garage for the library delivery van, book store, staff rooms, processing areas, etc.

Meeting start: 6:55 pm

**272. Welcome & Declarations of Interest/Applications for Dispensation**

Apologies: Cllr Llewellyn, Cllr Swinyard

Declarations of interest required by the Code of Conduct adopted by the Parish Council on 22 May 2023: None.

**273. Minutes of the previous meeting:**

**RESOLVED** that the minutes of the Parish Council meeting held on Monday 25 March 2024 be approved and adopted.

**274. Minutes of the Finance & Staffing Committee**

**RESOLVED** that Recommendation (Minute 246) that 40 payments for February 2024 totalling £102,218.22 be approved.

**RESOLVED** that the Minutes from the Finance & Staffing Committee held on Monday 25 March 2024 be approved and adopted.

**275. Minutes of the Planning, Leisure & Environment Committee**

**RESOLVED** that Minutes from the Planning, Leisure & Environment Committee on Monday 15<sup>th</sup> April 2024 be approved and adopted.

**276. Parish Council Grants Applications**

Councillors reviewed grant applications received for round one, copies of which appear as **Appendix A** in the Minute Book.

**RESOLVED** that the following grants be approved

- a) Best be a Better, six summer holiday sessions £1920
- b) Toothill Church, Welcome hub sessions £550
- c) Peatmoor Angling Club, outboard motor, tools, batteries £633.38

**277. Swindon Area Forum**

The Parish Manager advised that membership renewal had been received for the Swindon Area Forum. Councillors debated the value of the forum membership, circulation of information and representation.

**RESOLVED** that membership and representation be agreed at the Annual Parish Council meeting

Cllr G Philpot and Cllr Singh abstained.

**278. Recommendations from Finance & Staffing Committee**

Councillors noted the recommendation to progress the offer of appointment for the role of the Deputy Clerk with the terms for salary scale and pension scheme requested.

**RESOLVED** that the recommendation to appoint be approved.

**279. Services Update**

Councillors received a report setting out an update on Parish Council services a copy of which appears as **Appendix B** in the Minute Book. Councillors noted the report.

7.10 pm

**280. Annual Parish Meeting**

The Parish Manager advised that preparations were underway with invitations to volunteers and posters out on noticeboards. It was confirmed that the Police should be invited to attend and Councillors to sit on neighbourhood-based tables.

**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 was advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

*Reason: To discuss service transfer matters*

**281. Asset Transfer**

Councillors noted the notes from the Assets Working Party, a copy of which appears as **Appendix C** in the Minute Book. Councillors agreed that there was too little information available to progress decision making.

**RESOLVED** that the Parish Manager contact Swindon Borough Council to indicate that the Parish Council was interested in information on all buildings at this early stage.

**West Swindon Library**

Councillors noted the earlier discussion.

**Meeting ended: 7.46 pm.**

Signed: .....

Chair, West Swindon Parish Council

Date: .....

