



**WEST SWINDON PARISH COUNCIL**

9 July 2025

Dear Councillor

You are invited to a meeting of the  
**PLANNING & ENVIRONMENT COMMITTEE**  
to be held on **MONDAY 14th JULY 2025 at 6.00 pm** at:  
Unit 25 Westmead Ind Estate, Westlea, SN5 7YT  
**Online** via Teams – see details below

Paula Harrison  
Parish Manager

**AGENDA**

Public Questions, Comments or Representations (**maximum of 20 minutes**).

**1. Apologies & Applications for Dispensation**

To receive any apologies and declarations of Interest required by the Code of Conduct adopted by the Parish Council on 19 May 2025

**2. Play Area Update**

*For information:* To receive a report regarding public feedback on Shaw Ridge Play Area (copy attached)

**3. Swindon Borough Council Parish Contact**

*For consideration:* To receive a verbal report setting out a proposal from Swindon Borough Council regarding Parish Council reporting

**4. Engagement Update**

*For information and consideration:* To receive a report on community engagement activity to date (copy attached)

**5. West Swindon Parish Signs**

*For consideration:* To receive a report setting out a proposal for boundary and planter signs

**6. Weed Control/Road Sweeping**

*For information:* To receive a verbal update on weed control and road

sweeping

**7. Planning Applications**

*For consideration:* To receive a report setting out planning applications (copy attached)

**8. Volunteer Agreements**

*For consideration:* To receive a report setting out a proposal for volunteer agreements (copy attached)

**9. Tool repair station**

*For information:* To receive a report setting out a proposal to purchase a bicycle repair station (copy attached)

**Members of the Planning and Environment Committee:**

Suresh Gattapur

Leon Grother (Chair)

Rose Llewellyn

Peter Bates

Trish Philpot (Vice Chair)

Caryl Sydney Smith

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

**Access Instructions:**

To access this meeting online, you need to use the invitation link below to open up Microsoft Teams – see link below. You can view the meeting using video and audio (so we can see and hear you) or just audio. Teams will prompt you for your preferences and you can turn sound and video on or off. During public question time you will be invited to ask a question. Residents may submit questions which can be asked on their behalf if received by the office by midday on the day of the meeting.

After public questions you will be ‘muted’ so that you can listen and observe the meeting but you will not be participating.

Any queries, please contact the parish office 01793 299399 or [enquiries@westswindon-pc.gov.uk](mailto:enquiries@westswindon-pc.gov.uk)

**Microsoft Teams [Need help?](#)**

**[Join the meeting now](#)**

**Meeting ID: 340 270 846 958 5**

**Passcode: Br6kK3ta**

If you would like to have a question asked on your behalf, please contact the Parish Clerk before midday of the meeting and the question will be raised for you.