

WEST SWINDON PARISH COUNCIL

Minutes of the
WEST SWINDON PARISH COUNCIL MEETING
on **MONDAY 24 JULY 2017** at **6.30pm**
at **WEST SWINDON LIBRARY**

Present:

Cllr Nigel Gibbons (Chair)
Cllr Nick Martin (Vice-Chair)
Cllr Matthew Courtliff
Cllr Stephanie Exell
Cllr Vinay Kumar
Cllr John Lenton
Cllr Timothy Makofu
Cllr Mary Martin
Cllr Tim Swinyard
Cllr Caryl Sydney Smith
Cllr Matt Walker

Officers:

Joyce Holman (Parish Clerk)
Paula Harrison (Parish Manager)

Public: Seventeen

Public Session:

A resident asked about Parish Council grants. The Parish Clerk indicated that an application form would be sent out. Section 137 payments allow for grants that directly benefit people who live in the Parish.

A resident asked for the West Swindon Parish Councillors to give an update on letters, emails or phone calls they have conducted on behalf of the parish in support of their allowances. The Chair indicated that not all Councillors were claiming an allowance. A request would be circulated to Councillors for this information and it would be a matter of personal choice how they choose to respond.

A resident asked if attention could be given to Toothill pond as it is more of a muddy pool than a pond. The Chair indicated that advice from the Environment Agency was to leave local habitats alone.

A resident indicated that they had reported overgrown hedgerows and brambles along Tregoze Way at the last Full Council meeting but it had not been dealt with. The Chair confirmed that this matter had been reported but would be followed up.

86. Apologies

Cllr Suresh Gattapur
Cllr Ellen Heavens
Cllr David Stoddart
Cllr Keith Williams

87. Declarations of Interest & Applications for Dispensation

Cllr Tim Swinyard - Dressability. (Cllr Swinyard declared a personal interest and took no part in the voting thereon).

88. Minutes of the previous meeting

RESOLVED that the minutes of the Parish Council Meeting held on Monday 26 June 2017 be confirmed and adopted.

89. Minutes of the Planning and Environment Committee

Cllr Walker asked about the progress on the request made by Hazelwood School. The Chair confirmed that this would be on the agenda of the next meeting of this Committee.

RESOLVED that the minutes of the Planning & Environment Committee Meeting held on Monday 3 July 2017 be confirmed and adopted.

90. Minutes of the Leisure and Amenities Committee

RESOLVED that the minutes of the Leisure and Amenities Committee meeting held on Wednesday 5 July 2017 be confirmed and adopted.

91. Minutes of Finance and Staffing Committee

RESOLVED that Recommendation in (Minute 83) to purchase of the RBS Software at £3076.80 be approved.

RESOLVED that Recommendation in (Minute 84) to fund the adjustment works to the Parish Office at an estimated £2382.00, with delegation to the Chair and Parish Manager to agree small additions to those works up to £1,000 be approved.

RESOLVED that Recommendation in (Minute 85) for the subscription to WALC and NALC at £2940 be approved

RESOLVED that the Finance and Staffing Committee meeting held on Monday 17 July 2017 be confirmed and adopted.

92. Update from Swindon Borough Councillors

Cllr Tim Swinyard updated that the clean up of the underpass by Whitehill Way/Windmill Hill Business Park had been effective and was open to pedestrians. The Whitehill Way lane closure would remain in place for at least a month but possibly longer. A Traffic Engineer would review at peak flow times.

Cllr Steph Exell stated that it might be helpful for Parish Councillors to speak with the Swindon Borough Council Ward Councillors on ongoing issues as often work is already

underway and issues could be resolved more quickly.

Cllr Gattapur had raised issues relating to Oxford Brookes University and residents' concerns about parking. The University had set up a working party with Ward Councillors and other businesses in the Delta Park. They had been looking at options for residents parking in the evenings and reviewing the safety aspects of the estate with the assistance of Highway Officers at Swindon Borough Council. Cllr Exell indicated that plans would be sent to Westlea Residents Association to get an input before any Traffic Regulation Orders are initiated. KFC remains a concern but has satisfied Highways as part of the Planning process.

Cllr Mary Martin reported that a bid to get funding for a detailed assessment of achieving better throughput on Mead Way had gone in and the results should be known in a few weeks. Active meetings with traffic management were scheduled for when events are planned at Steam or the Outlet Village to consider the effect on West Swindon and avoiding gridlock. A range of temporary measures have been considered such as opening the bus gates and ideas for management are in place. Junction 16 improvements are going to plan and the contingency has not been used. Works are in the plan for Mannington Roundabout with an additional bus lane into town. The experts believe it will reduce congestion at the roundabout. Peatmoor has been a deadspot for Broadband but is in scope with an extra mast at the Chinese Experience. Residents can access this through commercial providers such as Relish.net. Progress is underway with extended opening hours in libraries, technology to support this is currently being installed.

Cllr Matthew Courtliff updated that pavement parking was an ongoing issue which has been taken up by Swindon Borough Council to be tackled borough wide.

93. Reports from Parish Council Representatives

None.

94. Report from the Chair

The Chair reported that he attended a meeting with Mr Kevin Fisher from Lydiard Park Heritage Trust and Shaw Residents Association. They discussed a number of issues such as development areas, litter and Shaw Village Centre. It is planned to retain effective communication links with the Parish Council.

The Chair asked Parish Councillors if anyone had nominations for the Chair's Charity. Cllr Sydney Smith nominated Dressability at Westmead and the Chair nominated Guide Dogs for the Hard of Hearing/Deaf.

RESOLVED that the charities to be promoted and supported as the Chair's Charities are Dressability and Hearing Dogs for Deaf People.

95. Services Working Party

The Parish Manager set out a terms of reference for a Services Working Party, a copy of which appears as **Appendix A** in the Minute Book.

Cllr Mary Martin abstained as Swindon Borough Council, Cabinet Member for Communities and Place.

RESOLVED that the Council creates a Services Working Party. Cllr Swinyard, Cllr Gibbons, Cllr Kumar, Cllr Courtliff and Cllr Sydney Smith agreed as nominations to the Services Working Party.

96. **Mod.gov.**

The Parish Manager circulated a report that set out the costs associated with setting up mod.gov. for the Parish Council, a copy of which appears as **Appendix B** in the Minute Book. Cllr Walker suggested that Google Docs could fulfil a similar function. Cllr Swinyard suggested that the website would also meet most local demands in terms of access to documents.

RESOLVED that the Parish Manager to check what Swindon Borough Council might assist with to support the Parish link with mod.gov, and, that the Parish Council continues to look at alternative methods for the public to download documents.

97. **Website**

Cllr Gattapur's report on a website specification was circulated. It was agreed that since the Parish Council had reviewed what it required from a website and had captured those basic requirements, that the previous companies who had provided quotes were contacted again to see if they wished to revise their previous quote.

RESOLVED that the Parish Manager circulates the website specification to the relevant companies to check against previous quotes.

The meeting closed at 7.27 pm

Signed.....

Date.....

Chair of the Council