

WEST SWINDON PARISH COUNCIL

Minutes of the
WEST SWINDON PARISH COUNCIL on
MONDAY 17 JUNE 2019 at 7.00pm at **WEST
SWINDON LIBRARY**

Present:

Cllr Umar Ali
Cllr Mike Burtenshaw
Cllr Steph Exell
Cllr Simon Firth
Cllr Suresh Gattapur
Cllr Nigel Gibbons - Chair
Cllr Geoff Gould
Cllr Prakash Khaitan
Cllr Timothy Makofu
Cllr Nick Martin – Vice Chair
Cllr Trish Philpot
Cllr Caryl Sydney Smith
Cllr Keith Williams

Officers:

Paula Harrison (Parish Manager)
Leanne Curtis (Assistant Clerk)

Public: Seven

Public Session:

Resident asked that Councillors consider an extension to public question time from 10 minutes to 20 minutes, to encourage people to attend and engage. The Chair agreed that public question time would be advertised extended up to 20 minutes.

Meeting start 7.04 pm

53. Apologies

Apologies received from Cllr Mary Martin and Cllr Tim Swinyard, both on annual leave.

RESOLVED that the apologies are accepted and approved.

54. Declarations of Interest & Applications for Dispensation

None.

55. Minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meetings held on Tuesday 14 May 2019 and Wednesday 29 May 2019 be confirmed and adopted.

56. Minutes of the Planning & Environment Committee

RESOLVED that the minutes of the Planning & Environment Committee meeting held on Thursday 06 June 2019 be confirmed and approved subject to noting that in Minute 35. the Parish Manager will write formally to request action from Highways to progress outstanding matters.

57. Minutes of the Finance & Staffing Committee

RESOLVED that Recommendation (Minute 40) that 13 payments totalling £142,844.52 be approved.

RESOLVED that the minutes of the Finance & Staffing Committee meeting held on Thursday 06 June 2019 be confirmed and adopted.

58. Minutes of the Leisure & Amenities Committee

Amendment agreed: Minute 47. Minutes are corrected to note that this item was proposed by Cllr Exell.

Amendment agreed: Minute 50. Minutes are corrected to note that this item was proposed by Cllr Exell.

RESOLVED that the minutes of the Leisure & Amenities Committee held on Wednesday 12 June 2019 be confirmed and adopted subject to the corrections noted above.

59. Update from the Chair, West Swindon Parish Council.

The Chair confirmed that there had been a liaison meeting between Clerks, Chairs and Swindon Borough Council. Key issues arising were Swindon Borough Council front line communications, long running highways issues and slow progress for decisions on property matters.

60. Update from Swindon Borough Councillors

Cllr Exell confirmed that it is a privilege to spend time with residents in Toothill. The state of the pavements is making some residents ability to maintain independence very difficult. Cllr Exell advocated this this work is done so that all residents can have full and easy access to the area. Idovers Drive is missing several dropped kerbs.

Pavements are collapsing. Cllr Exell confirmed that she would be writing to Swindon Borough Council in the hope that this can be resolved.

Cllr Williams reported that Swindon Borough Council's customer services had a new telephone system. A Climate Change working group has been formed to work on initiatives across the Borough; including single use plastic, electrical vehicles at Waterside depot. The new all weather pitch at the County ground has been opened. Lydiard House and Gardens have been doing well and plans for the future events including Chilli and Cheese festival and Mfor music festival were underway.

61. Reports from Parish Council Representatives

Cllr Nick Martin reported that the new Middleleaze play area was being used with enthusiasm. Cllr Gould agreed.

Cllr Gattapur reported that the bin from McDonalds had been received and installed, discussions with KFC and Barclays were ongoing.

62. Memorial Scheme

Councillors received a report on the potential to create a memorial scheme for benches, plaques etc. a copy of which appears as **Appendix A** in the Minute Book.

The Parish Manager introduced the report and indicated that any type of memorial scheme has to have a clear set of principles and be respectful to those seeking to install a memorial.

Councillors discussed this item and agreed that there were many sensitivities and practical issues that required more detailed consideration. General agreement that a donation scheme may be more practical.

RESOLVED that a small group comprising Cllrs Martin, Williams, Khaitan and Sydney Smith be established to consider the principles and mechanisms for a Donation Scheme and for report to be brought back to Full Council at a future date.

63. Standing Orders

Councillors received a copy of a revised Standing Orders for 2019/20 as proposed at the Annual Parish Council meeting, a copy appears as **Appendix B** in the Minute Book. Cllr Exell proposed the following amendment:

4. d. Where a Councillor has requested an item to be on the Committee Agenda and this has been agreed by the Chair or Clerk, this item is recorded on the Agenda as 'requested by Councillor . . . The minutes will also note that the item was requested by Councillor.

The Parish Manager highlighted further revisions summarised as follows:

1.e. Amendment to allow motions to be proposed based on written reports under discussion.

9.b. Motions that relate to a report recommendation or item on the Agenda will be accepted by the agreement of the Chair.

RESOLVED that the Standing Orders be amended as proposed in Minute 63 and adopted thereafter.

64. Calendar of Meetings 2019/20

The Assistant Clerk presented to Councillors a revised Calendar of Meetings, a copy of which appears as **Appendix C** in the Minute Book. Councillors considered the start times where there are two meetings in one evening.

RESOLVED that the Calendar of Meetings be approved subject to an amendment where the second meeting of any evening is scheduled to start at an earlier time of 6.45 pm.

65. Grant Application: Neighbourhood Watch

Councillors received a neighbourhood grant application for new Neighbourhood Watch signs at a total cost of £90.00. A copy of the application appears in the Minute Book as **Appendix D**.

RESOLVED that the Neighbourhood Watch Grant Application be approved.

RESOLVED that parish councillors conduct their own local inventory of signs that need replacing across the Parish and report to the Parish Manager accordingly.

7.40 pm meeting suspended

66. Admission of the Public and Press

In accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business transacted, the press and public were temporarily excluded and instructed to withdraw'. Reason: Contractual matters/business sensitivity

7.50 pm meeting resumed

67. Grounds Maintenance & Street Cleaning Review

Councillors discussed current performance of the grounds maintenance and street cleaning services. A number of observations were noted including

- General quality is ok although inconsistency in cuts between different types of mowing machines deployed in West within one location
- Blowers aren't used consistently leaving grass on footpaths
- Inefficiencies generated by lack of correct equipment and the way jobs are allocated
- Backlands working party has noted the lack of resources to tackle derelict areas that continue to attract vandalism and anti social behaviours
- Flytipping is collected promptly once reported
- Bins are being used and emptied well enough
- Encroachment of grass/ground across footpaths is an issue in some places

- Tall work is conducted by the additional tree surgeon team, this has attracted some negativity due to combination of other tree works in the Parish. Workers could be deployed on other tasks during April-August
- More could be done to promote bio diversity in the Parish
- General agreement that community involvement and community pride is key

RESOLVED that

- a road sweeping schedule, bin emptying schedule and the schedule for play area inspections is provided by Streetsmart for the attention of the Services Working Party
- the Parish Manager provides costings for grounds work in the backland sites for the next working party meeting
- the Services Working Party members note the points raised for future discussions and recommendations

Date of next meeting: Monday 22 July, 7.00 pm, West Swindon Library.

The meeting closed at 8.15 pm

Signed.....

Date.....

Chair of the Council