

WEST SWINDON PARISH COUNCIL
Minutes of the online meeting of the
WEST SWINDON PARISH COUNCIL held on
Monday 29 March 2021 at 7.00pm

Present:

Cllr Umar Ali
Cllr Mike Burtenshaw
Cllr Steph Exell
Cllr Suresh Gattapur
Cllr Nigel Gibbons (Chair)
Cllr Geoff Gould
Cllr Prakash Khaitan
Cllr Tim Makofu
Cllr Nick Martin (Vice Chair)
Cllr Mary Martin
Cllr Trish Philpot
Cllr Tim Swinyard
Cllr Caryl Sydney Smith

Swindon Borough Councillor: Matthew Courtliff

Officers: Paula Harrison (Parish Manager), Leanne Curtis (Assistant Clerk)

Public: Four

Public Questions:

A resident reported their concerns about the response from Asda regarding correspondence from MP Robert Buckland on behalf of the resident. The resident request was for the reinstatement of the internal pin board which offered open access for community adverts and notices. The response from Asda was read out to the Committee. The Chair noted the statement

A resident highlighted the petition for road safety crossings on Langstone Way and Chair confirmed the support of the Parish Council.

A resident asked that with the new municipal year, could the Parish Council improve its public profile. There could be more news promoted to the public who would be interested if the Council was willing to engage more widely. The website could have a weekly update on what the team have been doing. An FAQ section was suggested to enable people to problem solve as well as a google form.

The Chair advised that this would be discussed further by Councillors reviewing communications.

Resident asked for an explanation on the lack of progress regarding the missing bollard on Carronbridge Road/Eastleaze. The Assistant Clerk advised that there had been confusion regarding the location but that the matter should be progressed.

The Chair advised this would be chased.

Resident asked if the second part of Mead Way would be completed at the end of the month and whether consideration was being given to ensure cycle access was maintained. The Chair advised this would be investigated and a response provided.

A resident highlighted recent work in places such as Rotherham to create wildflower verges. Councillors agreed this was interesting. Swindon Borough Councillor, Matthew Courtliff advised that this was a possible solution raised by the VergesWorking party which would be reporting in April, a copy of which could be circulated to the Parish Council.

Resident advised that Peatmoor Community Woodland group is starting get back in working mode and had recently planted tree saplings int eh glade area.

Swindon Borough Councillor Matthew Courtliff suggested that in respect to the National Day of Reflection that the work of John Ball on promoting wildflower meadows in Swindon could be recognised. The Chair confirmed that a commemorative bench had been installed and the work and enthusiasm of Mr Ball was a legacy.

Meeting start 7.20 pm

699. Apologies

Apologies received from Cllr Simon Firth due to work commitment.
RESOLVED that all apologies received were approved.

700. Declarations of Interest & Applications for Dispensation

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 14th May 2019.

None.

701. Minutes of the previous meetings

Minute 669. noted Cllr Gould's request that the percentage increase of the Parish Precept be detailed in communications as the increase on the Band D property and not the overall increase.

RESOLVED that the minutes of the Parish Council meeting held on Monday 22 February 2021 be confirmed and approved.

702. Minutes of the Planning & Environment Committee

RESOLVED that the minutes of the Planning & Environment Committee held on Monday 10 March 2021 were confirmed and approved

703 Minutes of the Finance and Staffing Committee

RESOLVED that Recommendation (Minute 688) that expenditure for February 21 of 26 Payments totalling £53,191.85 be confirmed and approved

RESOLVED that Recommendation (Minute 690) that Council approves the purchase of a Timberwolf TW160PH wood chipper as quoted by Lister Wilder at £10,850 be confirmed and approved

RESOLVED that Recommendation (Minute 691) that Council approves the renewal of its

insurance cover (non vehicle) with WPS Insurance as quoted at £5,860.59 subject to amending the contents cover be confirmed and approved.

RESOLVED that the minutes of the Finance and Staffing Committee meeting held on Wednesday 10 March 2021

704. Minutes of the Leisure & Amenities Committee

RESOLVED that the minutes of the Leisure & Amenities Committee held on Monday 15 March 2021 be adopted and approved.

705. Update from the Parish Council Chair

Cllr Nigel Gibbons (Chair) reported that communications regarding Mead Way and the state of Wests highways and roundabouts had been made to Swindon Borough Council. These are environmental problems that need to be addressed. The Parish Council will continue to take forward local concerns.

706. Update from Swindon Borough Councillors

Cllr Swinyard reported that the instruction for dogs on leads had been implemented at Lydiard Park and signs were out. Cllr Swinyard asked if the Parish Council would consider the introduction of a dog park area. Chair advised this would be taken to Leisure & Amenities Committee.

Cllr Courtliff advised that work on high trees and hedges would be unlikely to take place with the onset of the nesting season. Cllr Courtliff advised that the impact of Covid was considered within the Dementia Recovery Plan and related activities had been restarted. Swindon Carers were aware of local demands and respite support should be available.

Cllr Mary Martin advised that there had been a delay in rubbish collections on Cartwright Drive and Shaw. If residents leave waste outside it will be picked up fairly shortly.

707.. Updates from Parish Council Representatives

None.

708. Meeting Protocols

The Parish Manager had circulated a report, a copy of which appears as **Appendix A** in the Minute Book. The report set out recommendations on how to ensure meetings continue safely and appropriately. This included NALC recommendations on public meetings. The West library would not be available in the immediate future due to their operating restrictions. A new venue could be found once they are operating and are able to be booked. The new depot could accommodate up to five Councillors and two members of the public and tests had indicated that it could be linked to an online meeting. Councillors agreed that there could be a hybrid model for future meetings. In the short term, Committee meetings will continue to be available to the public online. The public could book a seat to attend in advance. Once venues are available

RESOLVED that from May onwards, a sufficient number of Councillors to attend meetings in person to ensure that meetings are quorate. Members of the public will be invited to attend

online. The Parish Office will confirm attendees. Full Council meetings to be held in a public venue subject to appropriate venue spaces being available.

709. Annual Parish Meeting

The Parish Manager confirmed that the Annual Parish Meeting set for Monday 26 April would take place online. Councillors considered the Agenda and format. It was agreed to focus on a review of the year, the work of Parish Volunteers and priorities for the future.

710. Subscription Renewal

The Parish Manager circulated subscription costs for the renewal of membership to the Wiltshire and National Associations of Local Councils. A copy of which appears as **Appendix B** in the Minute Book. Total cost £2169.24. plus VAT £2603.09

RESOLVED that subscriptions to WALC & NALC are renewed.

711. Grant Application Crime Stoppers

The Parish Manager circulated a grant application from Wiltshire & Swindon Crimestoppers Charity. Total amount requested £1550.00. A copy of the application appears as **Appendix C** in the Minute Book. Councillors considered the application. It was agreed that the focus on Lydiard Park for events or marketing would not be of specific benefit to West Swindon residents.

RESOLVED that the grant application be approved subject to the applicant reorientating their activities and focus towards West Swindon's village centres (particularly Toothill, Freshbrook). Funding would not be granted for activities solely based at Lydiard Park. A report summarising reporting numbers to Crimestoppers would be expected to track the impact of the project.

712. Service Delivery/Depot Update

The Parish Manager gave a verbal update on the new depot at Unit 25, Westmead Industrial Estate. The team were on track to leave Waterside depot and the mess room at the district centre on Wednesday 31 March. Keys were collected in for handover. Health and Safety review booked. Fire safety inspection booked. The Parish Manager asked the Council to review quotes for amendments to the front window to allow a sliding door reception window to be installed. Quotes provided, copies of which appear as **Appendix D** in the Minute Book.

RESOLVED that the Parish Manager commissions work to the reception window up to a cost of £1750 plus VAT.

Date of next meeting: Monday 26 April 2021 8.30 pm – to follow Annual Parish Meeting.

Meeting closed 8.20 pm

Signed:

Date:

Chair, West Swindon Parish Council

DRAFT