

## WEST SWINDON PARISH COUNCIL

Minutes of the  
**PLANNING, LEISURE & ENVIRONMENT COMMITTEE**  
held on **Monday 5th February 2024 at 6.00 pm**  
**Unit 25, Westmead Industrial Estate, Swindon, SN5 7YT**

**Present:**

Cllr Junab Ali (virtual)  
Cllr Peter Bates  
Cllr Mustafa Dayan  
Cllr Leon Grother (Chair)  
Cllr Rose Llewellyn (virtual)  
Cllr Nandini Singh  
Cllr Caryl Sydney Smith  
Cllr Sean Wilson (virtual)

**Officers:** Paula Harrison (Parish Manager), Steven Anns (Operations Supervisor)

**Public:** Two

**Public Questions:** None

*Presentation: West Swindon Library Sally Burnett, Swindon Borough Council  
Ms Burnett gave a verbal presentation on the West Swindon Library, a copy of slides is attached to the minutes as **Appendix A**.*

*Ms Burnett indicated that there were ongoing issues with the flood water damage that were impacting on the facility and were delaying the next steps towards re-opening. A new partnership with GLL is envisaged for the longer term future of the library and further details will be shared. West Swindon Library users are accessing other Swindon libraries in the meantime. Councillors discussed issues such as the likelihood of another flood, option to have a mobile service, the heating system and local communications. Ms Burnett agreed to keep the Council updated and that the strategic delivery of the services would follow in March.*

Meeting start 6.27 pm

**213. Apologies & Applications for Dispensation**

**Apologies:** Cllrs Gattapur, Makofu, G Philpot, T Philpot, Swinyard  
Applications for dispensation: None.

**214. Play Update**

The Parish Manager circulated an update report, copy of the report appears as **Appendix B** in the Minute Book. She advised that Bess Road replacement MUGA was well underway with completion expected in two weeks' time. Other work included repairs at the Chesters and Oliver Close. The Operations Supervisor advised that a request to Swindon BC had been submitted to clear the storm drains at Claypits play area. Once this is done it will be easier to assess what other works would be required.

The Parish Manager circulated a quote for annual independent play inspections from the Play Inspection Company.

**RESOLVED** that the Parish Council commissions the annual play inspections as quoted.

**215. Community Pantry and Community Growing**

The Parish Manager circulated a report summarising options and progress to date, a copy of which appears as **Appendix C** in the Minute Book. Councillors discussed the rising level of interest in community growing.

Councillors considered options for a community pantry including mobile vans and trailers and determined that the West Swindon library would be a good venue as previously discussed.

**RESOLVED** that

- a) the Parish Team assess the cost of creating a community growing space for review at the next available meeting
- b) work progresses to be a community food distributor with the goal of creating a pantry at the West Swindon library when it reopens.

**216. Community Ownership Fund**

The Parish Manager circulated a report setting out details of the Community Ownership Fund, a copy of which appears as **Appendix D** in the Minute Book. Councillors were advised that the bid process had highlighted a number of questions with Swindon Borough Council in regards to Toothill Community Centre and so it was decided to withdraw from the current round of applications. A new application could take place in March/April when a position on community buildings is better established. Councillors noted the position.

**RESOLVED** that the Parish Manager invites Councillors to participate in a working party to develop a proposal and future business plan.

**217. Bins Litter and Flytipping**

The Parish Manager provided a report setting out issues relating to an increase in litter and flytipping, a copy of which appears as **Appendix E** in the Minute Book. Councillors noted the information.

**RESOLVED** that

- a) additional signs be tested at problem bins and pavement markers applied in drier weather
- b) a new bin be installed at Toothill Village Centre
- c) that the team look into distributing coloured refuse sacks to volunteers to better distinguish volunteer bags

**218. Grants**

The Parish Manager circulated grant applications from ATBShop and BEST be a better you, copies of which appear as **Appendix F** in the Minute Book. Councillors noted the

applications but agreed that it would be better if the grants process was reviewed for the next financial year.

**RECOMMENDED** that the Parish Council reviews its community grant process and that these applications be considered at the next opportunity at such time as a new process is agreed.

**219. Clean and Green Fund**

The Parish Manager circulated a report, a copy of which appears as **Appendix G** in the Minute Book. The Parish Manager indicated that no communication had been circulated to volunteers as to the future of the Clean and Green Fund. Councillors agreed to revert to Minute 149 and recommend that this be considered further at the next Full Council.

RESOLVED that the Clean and Green Fund continues in its current form up to 31st March 2024 after which time any funds accumulated are allocated to a grant pot through which groups can access any remaining funds available. (Minute 149)

**RECOMMENDED** that Council considers setting a reserve or a new grants pot for the sums remaining in the Clean and Green Fund as at 31 March 2024.

**220. Planning Report**

The Parish Manager circulated a planning report, a copy of which appears as **Appendix H** in the Minute Book. No comments recorded.

APPLICATION	PLANNING APPLIED FOR	LOCATION
S/23/1543	Installation of 2 no. Rapid electric vehicle charging stations and associated works	Bridgmead Industrial Estate Ashworth Rd SN5 7YF
S/HOU/24/0015	Erection of a two storey side extension	32 Mulcaster Ave Grange Park SN5 6EH
S/HOU/24/0056	Erection of a front porch	33 Selby Crescent Freshbrook SN5 8PE
S/HOU/24/0030	Conversion of garage into living accommodation (retrospective)	9 Adwalton Close Freshbrook SN5 8NG

Meeting closed 7.20 pm.

Signed: .....

Chair, Planning, Leisure & Environment Committee

Date: .....