

WEST SWINDON PARISH COUNCIL

Minutes of the
FULL COUNCIL
held on **Monday 25 March 2024 at 6.45 pm**
Toothill Community Centre, Dunwich Drive, SN5 8DH

Present:

Cllr Peter Bates
Cllr Suresh Gattapur
Cllr Leon Grother
Cllr Rose Llewellyn (Vice Chair)
Cllr Tim Makofu
Cllr Graham Philpot
Cllr Trish Philpot
Cllr Nandini Singh
Cllr Caryl Sydney Smith
Cllr Keith Williams
Cllr Sean Wilson

Officers: Paula Harrison (Parish Manager)

Public: Eight

Meeting Start: 6.36 pm

Public Questions:

Two business representatives from Westmead Industrial Estate advised Councillors that changes as Wilkes Dance Academy had expanded their student base and the results are problematic with significant numbers of cars parking across the estate on a daily basis. Cars are double parked, parked on corners, parked on private parking areas, and restricting the safe passage of HGVs visiting businesses on the estate. There have been many incidents and accidents. Despite many attempts to raise the issue with relevant parties, there has been no action taken to deter the daily obstructive and illegal parking. They expressed concern for emergency vehicle access and indicated that the parking and access issues were having a direct negative impact on businesses. It was suggested that the Dance Academy should be given support and assistance to find better alternative premises.

The Chair advised that this was outside the remit of West Swindon Parish Council and suggested that links be established with the Leader of Swindon Borough Council, who is also the local SBC Ward member.

A resident from Toothill asked what plans the Parish Council might have for Toothill farmhouse. Issues relating to drug dealing have been going on a long time. The nursery owner did not comply with locking the entrance gates and there is concern that this could get worse.

The Chair advised that there had been no Parish Council discussion or decisions relating to Toothill Farmhouse

A resident advised that the roadside collection crews were not handling waste responsibly with varying collection times and were creating additional littering with bin lids not being replaced.

The Chair advised that this was outside of the Parish Council's remit.

A resident flagged that there could be defibrillator and bleed kit funded from the Toothill Clean and Green fund to ensure that Toothill village centre had proper provision.

The Parish Manager advised that this was being looked into.

A resident suggested that the Parish Council secures only freehold arrangements for any buildings transferred from Swindon Borough Council.

A resident asked if access to the area around Toothill farmhouse would continue as it has been used by local dog walkers for a long time. The resident suggested that there was a covenant on the land restricting it to use by the youth of Toothill.

The Chair advised that there had been no Parish Council discussion or decisions relating to Toothill Farmhouse

Meeting start: 6:55 pm

249. Welcome & Declarations of Interest/Applications for Dispensation

Apologies: Cllr Ali, Cllr Dayan, Cllr Ertas, Cllr A Swinyard

Declarations of interest required by the Code of Conduct adopted by the Parish Council on 22 May 2023: None.

250. Minutes of the previous meeting:

RESOLVED that the minutes of the Parish Council meeting held on Monday 26 February 2024 be approved and adopted.

251. Minutes of the Finance & Staffing Committee

RESOLVED that Recommendation (Minute 223) that 39 payments for January 2024 totalling £67,729.65 be approved.

RESOLVED that the Minutes from the Finance & Staffing Committee held on Monday 26 February 2024 be approved and adopted.

252. Minutes of the Planning, Leisure & Environment Committee

RESOLVED that Recommendation (Minute 234) that the Annual Parish Meeting be held separate to the Annual Parish Council meeting be rejected and that both meetings be scheduled to take place on Monday 20 May 2024 on the proviso that proper refreshments are provided between the two meetings.

RESOLVED that Recommendation (Minute 238) that expenditure up to £30,000 in total be approved for replacement play equipment as agreed by the Planning, Leisure and Environment Committee

RESOLVED that Minutes from the Planning, Leisure & Environment Committee on Monday 11 March 2024 be approved and adopted.

253. Parish Council Grants Policy

Councillors reviewed a revised Grants Policy for 2024-25, a copy of which appears as **Appendix A** in the Minute Book. The Parish Manager indicated that the Policy made provision for small grant expenditure of up to £250 and confirmed the process for expenditure through the Clean and Green Fund. Councillors discussed the document.

RESOLVED that the Grants Policy for 2024-25 be approved and promoted.

254. Standing Orders Review

The Parish Manager circulated the Standing Orders, the version of which had been amended during the municipal year with reference to virtual attendance and the presentation of public questions at formal meetings. The Parish Manager advised that this would be presented for adoption at the Annual Parish Council meeting.

255. Internal Audit Update

The Parish Manager distributed a report setting out the confirmation that the Internal Audit will be on Tuesday 14 May 2024, a copy of which appears as **Appendix B** in the Minute Book. The Parish Manager invited Councillors to participate in an Internal Audit Working Party session to review compliance.

RESOLVED that a date be set for an Internal Audit Working Party session.

7.10 pm

Admission of Public and Press

Resolved in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: To discuss service transfer matters

Councillors noted receipt of a letter from Kathy Sherratt, Head of Property Management at Swindon Borough Council, a confidential copy of which appears as **Appendix C** in the Minute Book. The Parish Manager referred to a report highlighting the financial, legal and risk implications in relation to the transfer of buildings and assets, a copy of which appears as **Appendix D** in the Minute Book.

Councillors discussed the information.

RESOLVED that a Service Transfer/Buildings Working Party be set up to review future information in more detail.

Meeting ended: 7.24 pm.

Date of next meeting: Monday 29 April 6.30 pm

Signed:

Chair, West Swindon Parish Council

Date: