

**CENTRAL SWINDON NORTH PARISH COUNCIL**

**LEISURE & RECREATION COMMITTEE MEETING**

Minutes of the meeting held virtually via Zoom at 7pm on 12<sup>th</sup> January 2021

Present Cllr M Lucas (Chair)  
Cllr J Ballman  
Cllr R Ballman  
Cllr J Yeowell

Officers A Briggs (Estates Manager)  
A Reeves (Parish Clerk)

Public None

394 **Apologies**  
None

395 **Declarations of Interest & Applications for Dispensation**  
Cllr J Ballman declared a non-pecuniary interest in HBUF and the RSPB.

396 **Minutes of the Previous Meeting**

The Estates Manager presents the minutes of the previous meeting.

The Chair asks for comments.

Cllr J Ballman comments on a paragraph within the play area update, reference his future spend allocation. It is advised that consideration would be given before committing any ward spend due to costs and other projects that may arise.

No further comments received.

Minutes are approved.

**RESOLVED** that the minutes of the Leisure & Recreation Committee meeting held 8<sup>th</sup> December 2020 be approved as a true and accurate record.

397 **Litter Bin Deficiencies**

The Estates Manager shares his screen displaying the report associated with the item.

Members noted the report of the Estates Manager regarding the litter bin exercise, a copy of which is attached to the minutes as Appendix B.

Cllr J Ballman informs the committee of two bins currently in circulation that are damaged.

The Estates Manager confirms that the assessment and replacement of these two bins would be undertaken as part of the exercise.

The committee is advised that the ground staff at Idverde have been asked to identify faulty, damaged, or missing bins currently in circulation that require assessment.

The Estates Manager confirms that within the 21/22 budget there is a general maintenance line allowing for replacement of damaged bins.

Cllr J Ballman highlights the requirement for bus shelters to have a litter bin in proximity and that this should be reviewed.

Cllr M Lucas responds in acknowledgement, commenting that the need must be assessed and that in some instances if the bus stop is close to food outlets or on a high traffic route then the requirement for a bin would be much greater.

Cllr J Ballman advises that regular collections to avoid over filling must also be accounted for.

The Estates Manager advises that within the exercises Idverde have been asked to identify areas they see as high litter areas and a discussion will be had around bus stops.

Cllr J Yeowell asks whether there are any areas within the Ferndale ward that require an additional bin.

The Estates Manager advises he will speak with Idverde on whether there are any specific littering issues within the Ferndale Ward and report back with any information received.

Cllr J Ballman Proposes the recommendations outlined within the Estates Manager report.

Cllr R Ballman seconds.

All members vote in favour.

**RESOLVED** that the Estates Manager alongside Idverde undertake a litter bin review before the end of Jan 21 of all requests received. With the results brought to the February L&R committee meeting for discussion.

**RESOLVED** that the committee approve a capital spend of up to £5,000.00, that will allow for the replacement of damaged or missing bins currently in circulation. The monies are to be allocated to the capital underspend of the 2019/20 financial year.

### 398 Play Area Update

The Estates Manager shares his screen displaying the report associated with the item.

Members noted the report of the Estates Manager regarding the Play Area update, a copy of which is attached to the minutes as Appendix C.

An example survey for consultation is shown on screen.

Cllr R Ballman asks for clarification on the spend to date authorised for play area repairs and the total amount left in the allocated Play Area budget.

The Estates Manager confirms that monies spent on Play Area repairs would be allocated from the original earmarked reserve of £65,000.00.

The Estates manager explains that up to £10,000.00 was authorised to be spent for all high-risk items to be repaired. To date only approx. £5,000.00 of that had been allocated. It is explained that as per the recommendation within the report, the remaining unallocated sum of £5,000.00 would be used to address the low-moderate items that are outstanding.

Cllr R Ballman asks whether monies to pay for DDA audits would be paid from the remaining earmarked reserve.

The Estates manager confirms that should the committee approved the recommendation to undertake DDA audits of its Play Areas, then the monies would be allocated to the earmarked reserve.

It is advised that a DDA survey of all Play Areas would cost approx. between £500.00 - £750.00.

Cllr R Ballman comments on the expense of play area renovations and specifically specialised equipment and that the committee should be mindful that not all ambitions will be fulfilled within the current earmarked reserve available.

The Estates Manager advises that grant funding would be sought were possible, to assist in delivering future projects.

Cllr M Lucas queries the approx. sum of monies left within the ear marked reserve following the latest recommendations.

The Estates Manager advises that less the previously authorised £10,000.00. There is approx. £55,000.00 left within the earmarked reserve.

Cllr J Ballman asks what provision is in place for Play Areas within the next financial year and whether any underspend of the current earmarked reserve would be reallocated elsewhere.

The Parish Manager advises that any underspend from the current financial year that the committee wishes to accrue into the next financial year should be raised as a proforma and be committed to the project.

Cllr J Ballman mentions the cost of a recent Play Area development undertaken by another local Parish, where the sum to do so was circa £35,000.00.

Cllr J Ballman clarifies the location of Hilary Close listed as Pinehurst, should be amended to Gorse Hill within the list of Play Areas under Parish responsibility.

Cllr M Lucas requests for project suggestions from the committee, that can be put forward for committed spend before the end of the current financial year.

Cllr J Ballman refers to comments made at the Play Area Working Group about the benefit of additional facilities on site, such as parking and toilets.

The Estates Manager continues through the report, detailing about Barnum Court Play Area.

Cllr J Ballman queries whether the Park is Parish or developer responsibility.

The Parish Manager confirms there is no developer management agreement and that the Play Area falls under Parish responsibility.

Cllr R Ballman asks whether the Park is used by residents.

The Estates Manager advises that as part of a consultation with residents, the question of usage and demand would be raised to ensure that any renovations or improvements would be of benefit.

Cllr R Ballman comments on whether the tree could be removed.

The Estates Manager continues through the report, detailing about Accessibility Audits.

The Estates Manager reads through the list of recommendations proposed to the committee

within the report.

Cllr R Ballman queries the cost of consulting residents of Barnum Court.

The Estates Manager advises that there would be little cost associated with undertaking a basic consultation with residents. In normal circumstances door to door would be the most effective method. However, due to lockdown restrictions its likely an online platform would be used, with minimal expense incurred.

A discussion is held around surveying the tree at Barnum Court by a specialist.

The Parish Manager proposes an action for officers to compile a list of trees to be surveyed across the Parish by a specialist from Idverde.

Members agree.

The Estates Manager puts forward the recommendations listed within the report to the committee.

Cllr J Ballman proposes that the committee accept the officers report and recommendations.

Cllr M Lucas seconds.

All members vote in favour.

**RESOLVED** to;

1. APPROVE a capital spend of up to £1000.00, to undertake a DDA Audit of all Play Areas. Monies to be allocated from the Play Area earmarked reserve.
2. PROCEED with surplus committed funds to reinstate missing equipment, top up surfacing around some of the play equipment.
3. APPROVE an additional capital spend of up to £5,000.00, to ensure all Low – Moderate items can be completed before the end of the 2020 financial year. Monies to be allocated from the Play Area earmarked reserve.
4. REQUEST the Estates Manager to commence preparing a consultation survey for CSNPC residents for its Play Areas.
5. REQUEST the Estates Manager to liaise with the Rodbourne Ward Members & qualified contractor to compile an options appraisal for Barnum Court.
6. REQUEST the Estates Manager to compile a list of trees across the Parish and instruct a survey is undertaken by Idverde.
7. NOTE the current level of earmarked reserves for Play Area works, with a view that the Committee put forward a request for additional earmarked funds to the January Full Council budget setting meeting for the 2021/22 financial year.

### **399 Wildflower Planting**

The committee note an update by the Parish Manager on the Great Western Forestry Project.

It is explained that the project is a joint venture headed by Swindon Borough Council in conjunction with the Wiltshire Wildlife Trust, to create and improve grass land sites throughout the town. A significant proportion of these sites sit within CSNPC boundaries.

The committee are advised that there are excellent biodiversity benefits from the project taking place, as well as the potential of protecting sites from future development.

The committee are informed that a meeting has been set up to with Neil Pullen the Project Manager. Mr Pullen has identified an area of land called 'Moredon Meadows' that he believes

has significant potential and wishes to discuss the ownership and management with the Parish Manager and Council.

A discussion is held around the land identified by Mr Pullen and the maintenance requirements if the Parish were to assume management.

The Parish Manager recommends that a site visit following lockdown would be beneficial to determine maintenance information.

#### **400 Public Power Solutions – Solar Power Scheme**

The Committee note an update from the Estates Manager, advising that on this occasion the funding bid submitted to Salix was unsuccessful.

The Committee are advised the likely reason is due to the funder being inundated with applications and all monies available were allocated.

The Estates Manager advises there will likely be further funding opportunities available in due course and the Grants officer will continue to seek funding where possible.

#### **401 Asset Condition Surveys**

The Committee note an update from the Estates Manager that the Asset Condition Surveys were being undertaken as follows:

Friday 8th January -	Mannington, Paddington Drive, SN2 2HS Pinetrees Community Centre, Pinehurst SN2 1QR
Tuesday 12th January -	Chapel Street Toilets, Chapel Street, SN2 8BZ
Wednesday 13th January -	Gorse Hill Community Centre, Chapel Street, SN2 8DA
Friday 15th January -	The Reading Room (No 32), The Circle, SN2 1RB
Tuesday 19th January -	Western Community Centre, Somerset Rd, Even Swindon Community Centre, Jennings St, SN2 2BG
Friday 22nd January -	St Marks Recreational Tennis Pavilion, SN2 1DB
Tuesday 26th January -	John Moulton Hall (community centre), Penhill SN2 5DU
Friday 29th January -	Pavilion, Southbrook, Pinehurst Road, SN2 1QP
Monday 1st February -	Moredon Community Centre, SN25 3ER
Thursday 4th February -	Library, Moredon & Rodbourne Cheney Library, SN25 3DJ
Friday 5th February -	Pavilion, Penhill, Hillary Close, SN25 5BZ

The committee are informed that the reports should be received early Feb 21 and will be presented to all Cllrs for information and review.

Cllr J Ballman asks how costs to undertake any building works following the surveys will budgeted within the next financial year.

The Estates Manager highlights that costs are yet unknown. However, confirms a capex request has been put forward in the budget setting for the 21/22 financial year.

Cllr M Lucas asks for an update on the water supply for The Reading Rooms.

The Estates Manager updates the committee on the matter and advises that in addition to progressing the reconnection, a complaint with the water board (CC Water) has been raised.

The Estates & Parish Manager are requested to escalate and resolve the matter as quickly as possible through the highest channels.

Cllr J Yeowell queries the issue with flooding at Rodbourne Farm Allotment.

The Estates Manager advises Swindon Borough Council undertook clearance work along the storm drains and that the situation is being monitored.

**402 Tractor Hire Agreement**

The committee note an update from the Estates Manager regarding the Hire Agreement drafted for use of the tractor by the HBuF Charity.

The committee are advised that amendments resolved at December L&R meeting have been made to the document and agreed by the HBuF members.

Cllr J Ballman declares a non-pecuniary interest.

Cllr R Ballman queries whether the committee will be curate.

The Parish Manager advises that the item is bought to Full Council.

**RESOLVED** that the Parish Manager bring the item for discussion at the Jan 21 Full Council meeting.

The meeting closed at 8.26pm

Signed.....

Date.....

Chair of the Leisure & Recreation Committee