

CENTRAL SWINDON NORTH PARISH COUNCIL

FINANCE & STAFFING COMMITTEE MEETING

Minutes of the meeting held on 05 June 2018 at 7pm at 32 The Circle, Pinehurst

Present Cllr K Small (Chair)
Cllr S Exell (Vice-chair)
Cllr J Ballman
Cllr R Ballman
Cllr D Moffatt
Cllr J Rodrigues

Officers A Reeves (Parish Manager)
H Morgan (Deputy Clerk)
M Szczepanek (Project Manager)

Public One

Public Session There were no questions asked by the member of the public present.

31 **Apologies**

Cllr P Baker
Cllr T Smith

32 **Declarations of Interest & Applications for Dispensation**

None

33 **Minutes of previous meeting**

Minutes of the Finance & Staffing meeting held 01 May 2018 were approved as a correct and accurate record.

34 **Grant Applications**

The Parish Manager introduced an application received from Little Angels, Baby & Toddler Group for £500 towards the cost of the weekly charges for hire of the hall at Pinetrees Community Centre.

Cllr J Ballman stated that the funds being requested had been agreed and ring-fenced at a previous Finance & Staffing Committee meeting and moved to approve the application.
All agreed.

RESOLVED that £500 be granted to the Little Angels Baby & Toddler Group.

35 **Projects Update**

The Project Manager provided a written report on ongoing projects, a copy of which can be found as Annex A in the Minute Book.

Chapel Street Toilets

The Project Manager confirmed that the street cleaners had been asked to keep an eye on the situation with the walls being graffitied.

Cllr R Ballman drew attention to minute 432 and the lighting in the male toilets not being sufficient. The Project Manager confirmed that 2 UV and 1 White Light had been installed

Pembroke Garden Changing Rooms

Cllr D Moffatt stated that he would be content to go as far as spending £13k on suggested next phase(s).

The Project Manager confirmed that the works being suggested would give the Parish Council a better idea of final costs which would be required if the Council were to explore obtaining

grant funding to complete any refurbishment works. It was added that Cllrs should be mindful of the pitch survey being completed which suggests significant works to the pitches themselves is required.

A discussion around the suggested works, playing pitches and expected use and other facilities available took place.

Cllr R Ballman queried if it would be worth doing anything at all with the changing rooms if a lot of work is required to the pitches. Cllr K Small responded that the works required to the pitches would be driven by the use, i.e. if youth teams were to be the targeted users less work would be required.

Cllr J Ballman stated that this would be a long-term investment that could be considered worth doing if facilities are to remain.

Cllr K Small moved that the suggested next phases be approved. All agreed.

RESOLVED that the Project Manager proceeds with the suggested next phases.

Even Swindon Community Centre

A discussion around the suggested works and status of the asset transfer took place.

Cllr J Ballman moved that the list of works presented be costed and quotations be reported back at a future Finance & Staffing Committee meeting, Cllr S Exell seconded. All agreed.

RESOLVED that the Project Manager obtains cost and quotations for the suggested works and reports back to the Finance & Staffing Committee.

36 Grants Manager Update

The Parish Manager provided a verbal update on behalf of the Grants Manager.

The Grants Manager had been focussed on completing a grant application for St Marks Rec in recent weeks. An application has been made for £155k for additional lighting, an online booking system and employment of a community worker to help promote tennis within the Parish.

The Grants Manager had also been speaking with the Hreod Burna Urban Forest about the possibility of obtaining funds for additional trees and had been helping to craft the Parish Council Grant Application form and will liaise with groups applying to the Parish Council for grants.

Cllr J Ballman raised the upswing in burglaries and drug taking at St Marks Rec and around the Gorse Hill area and asked if CCTV could be funded and installed. It was added that Parish Cllrs would be meeting with the Police later in the week.

Cllr K Small suggested that CCTV be added to the agenda for a future meeting when Cllr J Ballman would have more information from the meeting taking place w/c 04 June 2018.

RESOLVED that CCTV be included as an agenda item at a future Finance & Staffing Committee meeting.

37 Ward Development Allowances

Cllr K Small – Bus shelter on Penzance Drive (incoming)

Cllr K Small explained that he would like to spend his 18/19 Ward Allowance on installing a bus shelter on Penzance Drive opposite the Test House going into town to support the Churchward Estate. All agreed.

RESOLVED that a bus shelter be installed on Penzance Drive.

Cllr R Ballman queried the status of the report on the cost of installing railings at St Marks Rec and the bench to be installed outside Lidl's.

The Deputy Clerk explained that quotes for the railings were being obtained and permission had been obtained from Swindon Borough Council (SBC) to install a new bench outside Lidl's and that this would now be purchased.

It was suggested that the railings be purchased and installed if within the £5k Ward Allowance. All agreed.

RESOLVED that railings be purchased and installed if <£5k

Cllrs D Moffatt & M Lucas – Parking within Churchward Avenue Leisure Garden site

The Project Manager explained that he had been asked to investigate the possibility of installing hardstanding at the Churchward Avenue Leisure Garden site and was in the process of getting in touch with contractors and obtaining quotes and he would report back at a future meeting.

Cllr K Small moved to agree to spend the maximum £10k from Cllr D Moffatt and Cllr M Lucas' Ward Allowances.

All agreed.

RESOLVED that a maximum £10k be spent on installing car parking at the Churchward Avenue Leisure Garden site.

Cllrs T Smith & J Yeowell - Composting toilet for Open Door community allotments at Pickards Field Leisure Garden site

Cllr J Ballman confirmed that Cllrs T Smith & J Yeowell had agreed to spend their Ward Allowances on installing a composting toilet at the Pickards Field Leisure Garden site.

1 quote had been obtained and the cost of purchasing and installing was less than £10k.

Cllr K Small moved that the suggested project be given the go ahead if the total cost was <£10k. All agreed.

RESOLVED that a composting toilet be bought and installed at the Pickards Field Leisure Garden site providing the total cost was less than £10k.

38 Youth Work

The Parish Manager explained that the Social Cohesion Working Group had met once to determine the Terms of Reference, who the Parish Council should be working with and which problems should be prioritised. The aim is not just to prevent crime but to work with youths to prevent all anti-social behaviour.

The notes from the 1st meeting will be circulated at a future meeting.

Cllr J Ballman asked what practical steps the Parish Council could take and was it the intention of the Parish Council to look to obtain grant funding to employ someone to work on youth problems.

Cllr K Small suggested it be agreed that the Finance & Staffing Committee would consider suggestions from the Social Cohesion Working Group on what actions the Parish Council should be taking should any of the suggestions require funding.

A discussion around the Parish Council employing someone to manage and deliver outreach work and activities took place. It was agreed that the Social Cohesion Working Group be asked to consider whether a youth worker should be employed by the Parish Council and the possibility of grant funding the post be explored.

RESOLVED that the Social Cohesion Working Group consider whether the Parish Council should employ a Youth Worker, what they might be tasked with and the possibility of grant funding the post.

39 Door in the wall at the back of Lynmouth Road to Redcliffe Street

Cllr D Moffatt provided some background information re: the wall concerned.

The Project Manager stated that he had looked at the wall and that there was a possibility that the existing wall and steps could be demolished, and the bricks used to fill in the door opening but it would need to be determined whether this was possible and/or permissible.

Cllr D Moffatt added that he had been approached by residents of Lynmouth Road to do something about the area concerned and the Parish Council are aware that Swindon Borough Council (SBC) have £20.3k for Churchward.

Cllr D Moffatt went on to confirm that he was seeking approval to obtain the Churchward funds from SBC and use for the suggested works.

Cllr K Small stated that he would not be keen on seeing the steps demolished as they are part of the heritage.

Cllr D Moffatt suggested the item be progressed with conversations occurring between himself, Cllrs K Small and S Exell and SBC conservation officers. All agreed.

RESOLVED that Cllrs and SBC officers engage in conversations about the area and what works could be completed.

40 Vegetation & Trees growing out of the wall on Rodbourne Road

Cllr D Moffatt explained that there was vegetation growing out of a grade 2 listed wall in Rodbourne Road which is in 'no mans land'. Swindon Borough Council (SBC) had been asked to complete works at the site but were not keen on doing so.

The trees growing out of the wall are becoming more of a problem over time as the wall is beginning to break down. In growing season the trees overhang the footpath on Lynmouth Road and Churchward Park.

Cllr D Moffatt confirmed that he was asking for permission to ask Parish Council officers to seek legal advice as to whether the Parish Council could cut back the vegetation concerned or if this would mean the Parish Council were operating outside of their powers. All agreed.

RESOLVED that Parish Council officers seek legal advice as to whether the Parish Council can cut back the vegetation concerned.

41 Cheney Manor 'lane' defence

Cllr D Moffatt explained that this item was being explored.

42 Cricket Square on Mannington Rec

Cllr J Rodrigues explained that he had been contacted by 2 parishioners about the state of the existing cricket pitches at Mannington Rec which are well used most days.

Cllr J Rodrigues added that all the existing pitches had been vandalised and he would like to see pitch 3 replaced/resurfaced as this pitch is in use constantly.

Cllr K Small stated that he thinks the Parish Council should be supporting cricket and should fund the replacement of pitch 3 and that he'd be happy for the suggestion to be explored and the pitch replaced from Capital funding.

Cllr D Moffatt moved that Swindon Borough Council (SBC) be instructed to create an artificial cricket square at pitch 3 at Mannington Rec. All agreed.

RESOLVED that SBC be instructed to replace cricket pitch 3 at Mannington Rec.

43 **YTD Finance & Transaction Logs**

It was noted that the transaction logs had been checked and approved by Cllr S Exell.

Cllr K Small suggested the budget be included after 'Minutes of the Previous Meeting' on future agendas. All agreed.

RESOLVED that the budget be included after 'Minutes of the Previous Meeting' on future agendas.

The meeting closed at 9pm

Signed.....

Date.....

Chair of the Finance & Staffing Committee