

CENTRAL SWINDON NORTH PARISH COUNCIL

COUNCIL MEETING

Minutes of the meeting held on 18 July 2018 at 7.00pm at 32 The Circle

Cllr J Ballman (Vice-Chair)
Cllr R Ballman
Cllr S Henderson
Cllr M Lucas
Cllr D Montaut
Cllr K Parker
Cllr J Rodrigues
Cllr J Yeowell

Officers Joyce Holman (Parish Clerk)
Andy Reeves (Parish Manager)
Bernice Mack (Community Assets Manager)
Marcus Szczepanek (Project Manager)

Cllr J Ballman (Vice-Chair) in the Chair.

Public Three

Public Session Mrs Lewis referred to the plans to plant trees at Cricklade Road Recreation Ground and provided details of a covenant on the land that meant it had to remain a green open space. The Vice-Chair explained that the land was currently owned by Swindon Borough Council and that no decision had been made by the Parish Council on the future of the land. When the Parish Council were looking into a lease for the land they would investigate this covenant and obtain legal advice at this time.

90 Apologies

Cllr D Moffatt (Chair)
Cllr P Baker
Cllr P Exell
Cllr S Exell
Cllr H Fullick
Cllr K D Small
Cllr T Smith
Cllr S Thompson

The Parish Manager confirmed that Cllr Hannah Fullick would now cease to be a Parish Councillors and he would inform Swindon Borough Council of the vacancy.

91 Declarations of Interest & Applications for Dispensation

None.

92 Minutes of the previous meetings

Cllr Montaut referred to his name appearing under apologies, which was incorrect.

RESOLVED that with the amendment to the apologies the minutes of the Parish Council Meeting held on 20 June 2018 be approved as a correct record.

93 Planning & Environment Committee

The Vice-Chair referred to minute 77.5 and said that he had informed the Planning Officer of the decision of the Parish Council.

RESOLVED that the minutes of the Planning & Environment Committee held on 4 July

be confirmed and adopted

94 Leisure & Amenities Committee

Cllr R Ballman referred to minute 85 and asked about the demonstration of the vacuum barrow. The Parish Manager said that he had not heard back and would chase the matter.

RESOLVED that the minutes of the Leisure & Amenities Committee held on 4 July 2018 be confirmed and adopted.

95 Refurbishment of John Moulton Hall and Update on other Projects

The Project Manager submitted a report a copy of which appears as Appendix A in the Minute Book.

The report provided details of the quotations received for John Moulton Hall and also contained an update on the current status of the remaining projects being worked on.

The Project Manager explained the quotations for John Moulton Hall in more detail and stated that quotes A and B were very similar and from known local companies and his recommendation was to accept Quotation A. Cllr R Ballman asked if disabled doors could be added to the quotation.

RESOLVED

- a) that the providing of disabled doors be added to the specification;
- b) that the quotation from Contractor A of £59,011.50 plus the cost of the disabled doors be accepted for the refurbishment of John Moulton Hall and the cost be met from the Capital Fund.

The Project Manager spoke about Pembroke Gardens Changing Rooms. Councillors agreed that the Finance & Staffing Committee should consider this further at their meeting on 7 August 2018 and then make a recommendation to the next Full Council Meeting.

It was confirmed that the project for Even Swindon Community Centre was currently being advertised on the Contract Finders website.

The Project Manager referred to the Churchward Avenue Allotments project and provided more details on the creation of parking spaces and a driveway into the allotments. An initial quotation had been received which had brought to light further work that would be required and due to the value meant that 2 further quotation would be required. He had also been put on notice that there are slow worms in the area and it was discussed whether an Ecology Survey should be undertaken. There was also some discussion about setting a budget for the work.

RESOLVED

- a) that an Ecology Survey be carried out at Churchward Avenue Leisure Garden site to ensure that there are no protected species on site;
- b) that the matter is referred back to Full Council if protected species were identified in the survey;
- c) that the Chair and Vice-Chair be delegated authority to accept a quotation for the works to the site up to a maximum budget of £15,500.

96 StreetSmart Best Value Review

The Parish Manager informed Councillors that he was still awaiting the Best Value report and this would be discussed at the next Full Council Meeting.

97 One Stop Shop Fire

The Vice-Chair thanked the office staff for their hard work in setting up a pop-up shop in Pinetrees Community Centre to help local people after the fire at the One Stop shop at The Circle.

The Parish Manager explained that basic provisions were being purchased at the cash and carry and were being made available for the public to purchase.

(Cllr D Montaut left the meeting at the end of this item)

98 Social Cohesion Working Group

Cllr S Henderson stated that the notes of the last meeting had been sent out and he spoke about some of the issues discussed which included anti-social behaviour in terms of motor-cross bikes being used inappropriately, drug taking at Chapel Street toilets and St Marks Rec and lighting fires in the dry conditions.

The lack of any Youth Workers and the demise of Sure Start Centres was also discussed and the possibility of the Parish Council filling this gap by employing a part-time Youth Worker. The Parish Manager was asked to make a report to the next Finance & Staffing Committee about the employment of a Youth Worker.

99 Hardship Advances Policy

The Parish Manager submitted a draft Hardship Advances Policy a copy of which appears as Appendix B in the Minute Book.

RESOLVED that the draft Hardship Policy which appears as Appendix B be approved.

100 Chairs, Officers and Members Report

Cllr K Parker spoke about the Fun Day held at Pinehurst and stated that he would like to arrange a similar day for Penhill and would like his Ward Allowance to be used for this purpose. He knew of some people that were prepared to help and he planned to hold the Fun Day in August 2018.

The Councillors present informed Cllr K Parker that they did not think it was feasible to organise such an event in such a short space of time and had concerns that Cllr K Parker would be expecting administration support from the Parish Office. The Parish Manager said that he understood the Events Safety Advisory Group (ESAG) did not meet in August and without their scrutiny this would be an issue for obtaining insurance.

It was agreed that the Parish Manager should establish from Swindon Borough Council whether there was an ESAG Meeting that could look at the plans for the Fun Day, but this would be the extent of the administration provided by the Parish Office.

101 Parish Council Representatives' Report

There were no reports for the meeting.

102 Admission of Public and Press

RESOLVED that in accordance with Standing Order 3d) that in view of the confidential nature of the business about to be transacted that the press and public be temporarily excluded and they be instructed to withdraw; the reason being staffing employment. The Community Assets Manager left the meeting.

103 Deputy Clerk Remuneration

The Parish Manager submitted a report about the work of the Deputy Clerk.

RESOLVED

- a) that the Parish Council recognises the evolved additional duties carried out by the Deputy Clerk;
- b) that the Parish Manager remains the nominated RFO;
- c) that the remuneration regrading of the Deputy Clerk from SCP29 to SCP35 be approved and take effect from 1 August 2018 to reflect the length of service;
- d) that the Parish Council agree to include additional items i-xi in the report within the role of the Deputy Clerk;
- e) that an enhancement of 2 SCP points be applied on successful competition of the CiLCA qualification.

The meeting closed at 9.08 pm

Signed.....

Date.....

Vice-Chair of the Council