

# CENTRAL SWINDON NORTH PARISH COUNCIL

## COUNCIL MEETING

Minutes of the meeting held on 19 September 2018 at 7.00pm at 32 The Circle

<b>Present</b>	Cllr D Moffatt	(Chair)
	Cllr J Ballman	(Vice-Chair)
	Cllr P Baker	
	Cllr R Ballman	
	Cllr P Exell	
	Cllr S Exell	
	Cllr S Henderson	
	Cllr M Lucas	
	Cllr D Montaut	
	Cllr J Rodrigues	
	Cllr K Small	
	Cllr T Smith	
	Cllr S Thompson	
	Cllr J Yeowell	
<b>Officers</b>	Andy Reeves	(Parish Manager)
	Hannah Morgan	(Deputy Clerk)

**Public** One

**Public Session** There were no questions or comments from the member of public present.

**179** **Apologies**  
Cllr K Parker

**180** **Declarations of Interest & Applications for Dispensation**  
None.

**181** **Minutes of the previous meetings**

**RESOLVED** that minutes of the Parish Council Meeting held 15 August 2018 be approved as a correct record.

**182** **Finance & Staffing Committee**

**RESOLVED** that the minutes of the Finance & Staffing Committee held on 4 September 2018 be confirmed and adopted.

Cllr K Small referred to minute 159 and confirmed that a maximum £5,000 had been agreed to be spent on an external feasibility study for a Splash Park in Penhill. Cllr J Ballman and the Parish Manager had visited the Splash Park in Cardiff and were to report back at a future Finance & Staffing Committee meeting. The Parish Manager added that an organisation had been chosen to complete the feasibility report which should be received before the November 2018 Full Council meeting.

Cllr K Small referred to minute 160 and confirmed that a maximum budget of £5,000 had been agreed for purchasing furniture for 32 The Circle. Cllr R Ballman asked if the furniture was to be purchased before a decision was made re: a refurbishment. The Parish Manager confirmed that a quote had been received which was more than the budget, the decision may have to be revisited by the Finance & Staffing Committee.

Cllr P Baker referred to minute 162 and asked what type of organisation the Parish Council would accept a grant application from.

Cllr D Moffatt confirmed that any community organisation could apply for a grant and explained the request for Cllr K Parkers Ward Allowance had been refused due to concerns around the Parish Council and its staff being responsible for the suggested event.

Cllr K Small added that a grant application could only be accepted by an organisation who hold their own bank account.

Cllr K Small brought attention to minute 161 and the recommendation to Full Council that the amendment/clarification of the Constitution prepared by Cllr D Moffatt is included within the Parish Council Constitution.

Cllr D Montaut asked if it would be possible to spend Ward Allowances on school initiatives. Cllr K Small responded that any requests for Ward Allowance spend had to be made to the Finance & Staffing Committee.

Cllr D Moffatt added that Ward Allowances could not be spent to initiate ongoing revenue costs.

### **183 Planning & Environment Committee**

**RESOLVED** that the minutes of the Planning & Environment Committee held on 5 September 2018 be confirmed and adopted.

Cllr P Exell drew attention to minute 171 and the recommendation that the Planning & Environment Committee be delegated to respond to Swindon Borough Council with comments on the Draft Development Brief for Residential Development at Land at Moredon Recreation Ground.

All agreed.

**RESOLVED:** That the Planning & Environment Committee be delegated to respond to Swindon Borough Council with comments on the Draft Development Brief for Residential Development at Land at Moredon Recreation Ground.

### **184 Leisure & Amenities Committee**

**RESOLVED** that the minutes of the Leisure & Amenities Committee held on 5 September 2018 be confirmed and adopted.

### **185 Town (Super) Councils**

Cllr D Moffatt advised that Council authority was needed to host the next meeting of the Super Council which would be held at 32 The Circle and the Parish Council would be responsible for providing food & water at the meeting. The previous meeting was held in Chippenham.

Cllr J Rodrigues asked what areas the 'Super' Council covered. The other areas were confirmed as Trowbridge, Stratton, South Swindon, Salisbury City, Chippenham and Calne.

The Parish Manager confirmed that a super council was considered as such if they had a turnover of £1MIL+. He added that at the previous meeting it was apparent that the challenges faced by Parish Councils were similar across the board.

Cllr J Ballman said that it was interesting how other councils approached precept increases and there were identical issues being experienced with principal authorities. He added that it would be beneficial to stay in contact with the other councils as there was quite a bit to be learned and shared.

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**Asset Transfers**

The Parish Manager informed Councillors that there were ongoing delays with the transfer of assets which were causing frustrations.

At the last LAMAG meeting it was said that delays were due to there being no delegated authority for officers to transfer assets. The Parish Council have been working on the assumption that previous Cabinet decisions gave the authority required.

The Parish Council have asked for a standardised process and a coherent strategy for the transfer of assets which can be discussed with officers rather than having to obtain transfer notes for each transfer requested.

A definitive list of assets to transfer, timescales and proposed plans for transfers were expected to be received the following week.

Cllr D Moffatt stated that an agreement was needed to take control of certain buildings where the Parish Council are wanting to complete works to ensure the Parish Council are acting within the law.

Cllr J Ballman said that a meeting held with David Renard a couple of months ago gave the impression that all transfers were going ahead. All transfers have been spoken about on several occasions.

Cllr K Small reiterated that the Parish Council could be paying for things they aren't legally responsible for. The Parish Council are obliged to pay for certain things until 31/03/2019 as contingency funds had been received from Swindon Borough Council (SBC). This wouldn't be the case from 01/04/2019 when the Parish Council would have no legal duty to cut playing pitches if they had not been transferred. Cllr D Montaut agreed.

Cllr D Moffatt suggested Asset Transfers be discussed at the next Full Council meeting.

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**RAG (Red, Amber, Green) System and Projects update**

The Parish Manager confirmed that a RAG system had been put in place and was ready to go. He stated that the idea was that the RAG system would be a 'One Stop Shop' for the status and progress of ongoing projects. He added that the document set-up included all relevant resolutions agreed by Committees and Council since January 2018.

The RAG system document is to be circulated ahead of Council & Committee meetings.

Cllr D Moffatt stated that he had completed a list of projects completed to date including the setting up of the Parish Office, recruitment of new employees and buildings transferred. He added that the Parish Council had come a long way.

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**Social Cohesion Working Group**

Cllr S Henderson referred to the minutes of the Social Cohesion Working Group meeting held 13<sup>th</sup> September 2018.

It was confirmed that the Sector Inspector had suggested that Parish Councils could contribute to Police Resources and buy in services.

Cllr J Ballman added that different public bodies and local authorities hire in people to complete policing work and the Parish Council should be open minded to such opportunities.

Cllr D Montaut added that this was not a new idea and traders in town centres are able to employ policing officers.

Cllr P Baker added that the buying in of police services occurs in rural areas where there is little police presence and/or the nearest stations are far away. He wasn't sure if this would work in the Parish area.

Cllr K Small had a fundamental objection to private police forces because of the divide

and rule policy.

Cllr J Rodrigues said that any policing crises were created by national policy and not Parishes and therefore are not for Parish Councils to put right. Many areas in the Parish, such as children's services and social housing, need attention and need to be prioritised by the Parish Council.

Cllr D Moffatt confirmed that he was happy with the steer that the Parish Council will not supplement a police force.

All agreed.

Cllr S Henderson referred back to the minutes of the Social Cohesion Working Group meeting held 13<sup>th</sup> September 2018 and asked the Council to consider the proposal that the Parish Council seek funding for a Youth Worker and give the Grants Manager the go ahead and support research into applying for funding. The work may involve getting a steering group together.

Cllr K Small confirmed that budgets previously produced had not been clear but this had been resolved and the Finance & Staffing Committee were positive about being able to support a Youth Worker. The Parish Manager had been asked to report back to the Committee as the budget would allow the Parish to support and fund a Youth Worker for at least a year.

Cllr D Moffatt confirmed that the Social Cohesion Working Group wished to put forward their support for a Youth Worker and for applying for funding.

Cllr D Montaut added that he supported the idea and thought youth workers do a good job and can be invaluable.

Cllr P Baker asked whether any youth workers and/or teams still existed in Penhill. Cllr R Ballman confirmed that these no longer existed but there were people employed to work in Penhill getting youths involved with Health Issues etc.

Referring back to the minutes of the Social Cohesion Working Group meeting held 13<sup>th</sup> September 2018; Cllr S Henderson pointed out that retail crime was an ongoing issue and a real concern. Such crimes receive little or weak responses from the Police.

Cllr D Moffatt gave details of a recent incident which took place at a shop on Ferndale Road and said that organised shoplifting takes place regularly at the Outlet Village. Enquiries had been made with Police who, because of pressures, viewed shoplifting as anti-social behaviour.

The Parish Manager added that there was very little deterrent to shop lifting at the Outlet Village as those caught are asked to pay for what they may've taken and there was a threshold for the value of what people can steal before being prosecuted or taken down the civil recovery route.

Cllr J Rodrigues said that there was a maximum holding time for thieves of approx. 8-9 hours and there are approx. 300-400 incidents a week.

Cllr S Henderson asked if further information and numbers could be obtained through FoI.

Cllr D Moffatt asked for the Councils view on bringing incidents to the attention of the public through the media and social media via public and press statements.

Cllr S Exell offered an alternative view on shoplifting and said that its important for shoplifting to be recognised as a complex issue and that there are often reasons for thefts, such as social issues. She added that a Youth Worker would be able to help with such issues.

Cllr D Montaut agreed and said that thefts from charity shops are common and often

carried out by desperate people.

Cllr D Moffatt suggested the Parish Council makes comment about institutionalised shoplifting via a publicity campaign bringing attention to the fact that there is little sanction for shoplifting which leads to a 'broken window syndrome'.

Cllr J Rodrigues recommended requesting information via FoI to back-up any claims made.

Cllr J Ballman said that North Swindon and Wiltshire Police statistics are published online monthly.

**189 Youth Worker**

The Parish Manager circulated a supplementary report to the report presented at a Finance & Staffing Committee meeting previously. A copy of the supplementary report can be found as Annex A of the Minute Book.

1 of the changes to the original report requested by the Finance & Staffing Committee was to the length of time of the proposed role. The year originally proposed was seen as not long enough to achieve the expected outcomes.

The Parish Manager stated that the Grants Manager would like to apply to various funders for grants to fund a Youth Worker position.

The approx. cost per year for a Youth Worker was estimated at £34k including supplementary sessions and resources and equipment.

The Parish Manager confirmed that the Parish Council were being asked to support the recommendation of the report to take the '2+1' option back to the Finance & Staffing Committee for a decision.

It was thought that it would take approx. 12-18 months to secure any grant funding.

Cllr P Baker left the meeting at 7.59pm.

Cllr D Moffatt confirmed he was supportive of the report and its recommendations and would insist that should a Youth Worker be employed they report directly to the Parish Officers and not other community groups or organisations.

Cllr K Small thought the idea of a Youth Worker was wonderful. Having been involved in working with youths over a number of years he had seen the decline in provisions.

He added that this would be another example of Parish Councils taking on responsibilities of other authorities and said that he was comfortable that the Parish Council could afford to fund the post in the short term and would look to include provision for the post in the 2019/20 budget.

Cllr K Small went on to state that anybody employed as Youth Worker would need to possess a GNC recognised qualification and paid GNC rates.

Cllr S Exell expressed reservations about the suggested role and was unsure whether a Youth Worker could change the direction of the young people the Parish Council were talking about. It was felt that work needed to be started with much younger people. She added that if the Parish Council wanted to achieve anything they would need to have a long-term plan.

Cllr J Ballman agreed with Cllr S Exell and asked about funding for the post.

Cllr K Small confirmed that the Parish Council could underwrite the overall funding of the post. For 2018/19 £17.5k of capital reserves not allocated could be used, and from 2019/20 £35k would be included in the budget for 2 years. If any grant funding was received the budget amounts would be redistributed.

Cllr D Moffatt confirmed that the Council was being asked for approval to move the idea forward and take back to the Finance & Staffing Committee for a final decision.

Cllr J Rodrigues offered his support of the idea and said that youth problems have always existed but have gotten worse in recent times because of funding changes and reductions. He added that a Youth Worker could identify why issues occur.

Cllr D Moffatt suggested that the problems spoken about are experienced society wide and suggested the Parish join up with South Swindon Parish to achieve a more coherent bid for the town.

Cllr R Ballman referred to the report dated 7<sup>th</sup> August 2018 and asked whether the Parish thought it possible to turn the behaviours of over 16s around.

The Parish Manager responded that the Parish Council would not be able to achieve this on their own, with limited resources, and would need to identify where priorities lied based on recommendations from partners.

Cllr R Ballman added that children considered to be damaged were hard to turn around. Cllr K Small reiterated the importance of having trained professionals who could identify where to target work. He added that a Youth Worker would give young people a voice to feed into the Parish Council.

Cllr M Lucas agreed with points raised by Cllrs S Exell and K Small.

Cllr D Moffatt asked for the Full Councils support for the Grants Managers request to seek grant funding for a Youth Worker position and for the revised report to be presented to the Finance & Staffing Committee with recommendations that a Youth Worker post be considered in the budgeting process for next financial year.

Cllr S Exell asked for the recommendations to be amended asking for not only the budget to be reviewed but also the expected outcomes.

The Parish Manager clarified that permission was being sought to ask the Finance & Staffing Committee to reconsider a Youth Worker post.

All agreed.

**RESOLVED** that the revised report on a Youth Worker be presented to the Finance & Staffing Committee for consideration.

## 190 **Chairs, Officers and Members Report**

### Parking at Rodbourne Farm Leisure Gardens

Cllr D Moffatt informed Council that he had attended a meeting earlier that evening with Swindon Borough Councils Director of Events about the Double Yellow Lines (DYL) put in place on Barnfield Close, outside the Rodbourne Farm Leisure Garden site. He had suggested that Swindon Borough Council (SBC) use some of their CIL income from the development at the site to install parking spaces for the Leisure Garden Tenants and that the Parish Council could commit 10% of matched funding from CIL receipts.

Cllrs J & R Ballman disagreed with the suggestion that the Parish Council could commit CIL funds. It was stated that there was a process to follow to agree such spending.

Cllr K Small stated that he had agreed with the suggestion made by Cllr D Moffatt at the earlier meeting but also agreed that to do this the proper process would need to be followed.

Cllr S Exell added that she supported the idea and said that the suggestion of spend should be presented to the Finance & Staffing Committee to agree.

### Councillor Vacancy

The Parish Manager said that the notice of the Councillor vacancy expired on 20<sup>th</sup> September 2018 and it would be known by 5pm the following day whether a petition for election had been received. If no petition for election is received the co-option would begin the following week.

The Parish Manager sought clarification of the co-option process and asked whether interviews should be completed by Full Council, be delegated to another Working Group

or the Staffing Panel, who would then make a recommendation at the following Full Council.

Cllr D Moffatt suggested delegation to the Staffing Panel to make recommendations to Full Council.  
All agreed.

**RESOLVED** that the Staffing Panel be delegated to complete the co-option interviewing processes and make recommendations to Full Council.

Members of the Staffing Panel were confirmed, and Cllr D Moffatt stated that Full Council did not have to agree with the recommendations of the Staffing Panel.

Splash Park

The Parish Manager informed Cllrs that he and Cllr J Ballman had visited a Splash Park in Cardiff. He said the visit had been useful and a lot of information had been obtained which would feed into a future report. He confirmed that £5k had been committed to spend on a feasibility study.

The Parish Manager added that contrary to previous suggestions; it had been advised that any Splash Park be staffed/supervised.

**191 Parish Council Representatives' Report**

None

The meeting closed at 8.35pm

Signed.....

Date.....

Chair of the Council