

CENTRAL SWINDON NORTH PARISH COUNCIL

COUNCIL MEETING

Minutes of the meeting held on 15th May 2019 at 7.00pm at 32 The Circle

Cllr D Moffatt (Chair)
Cllr J Ballman (Vice-Chair)
Cllr R Ballman
Cllr S Henderson
Cllr D Montaut
Cllr D Patey
Cllr K Small
Cllr S Thompson
Cllr J Yeowell

Officers Andy Reeves (Parish Manager)
Andy Briggs (Estates Manager)

Public One

Public Session The member of public present expressed an interest in agenda item 8. DM suggested agenda item 8 be brought forward ahead of agenda item 7. All agreed.

510 **Apologies**

Cllr P Exell
Cllr S Exell
Cllr M Lucas

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

Cllr J Ballman and Cllr S Thompson declared a non-pecuniary interest in agenda item 8 as the trustee and chairman of the organisation.

512 **Minutes of the previous meeting**

RESOLVED that the minutes of the Parish Council meeting held on 17 April 2019 be approved as a correct record.

513 **Finance & Staffing Committee**

RESOLVED that the minutes of the Finance & Staffing Committee meeting held on 7 May 2019 be confirmed and adopted.

514 **Planning & Environment Committee**

RESOLVED that the minutes of the Planning & Environment Committee held on 8 May 2019 be confirmed and adopted.

515 **Leisure & Amenities Committee**

The Parish Manager informed the Council that Cllr J Ballman had been elected to Chair the Leisure & Amenities Committee meeting held 8 May 2019 as the Chair and Vice-chair were absent.

RESOLVED that the minutes of the Leisure & Amenities Committee held on 8 May 2019 be confirmed and adopted.

Cllr J Ballman commented that the Leisure & Amenities Committee covered a number of items and the agendas for their meetings were extensive. As a result, because of where

the meetings sits within the Parish Council calendar of meetings, the Committee meetings can run quite late.

Cllr J Ballman suggested that the Leisure & Amenities Committee meetings be held on a different day to the Planning & Environment Committee meetings or should be scheduled to take place before the Planning & Environment Committee meetings.

Cllr D Montaut suggested the scheduling of the Leisure & Amenities Committee meeting be discussed with the Chairs of the Committee and the Chair of the Planning & Environment Committee.

Cllr D Moffatt felt that the Leisure & Amenities Committee meeting should be held on a separate evening to other meetings. He suggested the Parish Manager and/or Deputy Clerk table a suggested schedule of meetings at the AGM for consideration. All agreed.

516 Tree Planting in collaboration with HBUF

Cllr J Ballman explained that Swindon Borough Council (SBC) had previously been the landlord of the Hreod Burna Urban Forest (HBUF) but the piece(s) of land leased were to be transferred to the Parish Council. It was suggested the transfer will take place by the end of June 2019.

Cllr J Ballman went on to say that there was an opportunity for HBUF and the Parish Council to work jointly on projects in hand.

HBUF currently had an ambitious project to plant approx. 8,000 trees and were working with the Heritage Lottery Fund, Woodland Trust and 1 other organisation who was aiding with publicity.

There was a good opportunity to work to mutual advantages of HBUF and the Parish Council; HBUF had arrangements in place and the Parish Council could help getting the trees planted by school children, other young people and relevant organisations.

Cllr J Ballman proposed that when HBUF transfers to the Parish Council; the Parish Council starts working with HBUF to identify pieces of land where trees can be planted. He added that some areas of land had already been identified by Cllr S Thompson; such as the pass of land between the footpath running from Pinehurst Road to Rodbourne and green space north of HBUF.

Cllr J Ballman went on to propose that the Parish Council and HBUF set up a Working Group to identify land for tree planting in anticipation of HBUF being transferred to the Parish Council.

The Parish Manager confirmed that the transfer of HBUF was linked with the timings of SBC who had replaced their permanent solicitors with dedicated locums whose remits were to get all leases agreed by the end of July 2019. He added that he'd been working with the Estates Manager, going through all leases received.

Cllr S Thompson stated that in discussions with SBC some areas had already been identified for planting, but it had been suggested that the present lease didn't allow planting on the field by Cricklade Road. He asked whether this could be confirmed by the Parish Council. The Parish Manager responded that the lease could be looked at but that the Parish Council would be legally bound by the existing lease. He went on to confirm that the sub-let could not be renegotiated prior to the transfer to the Parish Council but a new sub-let could be created after the transfer had been completed.

Cllr J Ballman suggested the length of the lease be extended from 25 to 99 years. Cllr D Moffatt agreed.

It was confirmed that the lease being offered was for HBUF and the Southbrook recreational ground.

Cllr D Montaut stated he would like to see schools adopt pieces of land for tree planting within the Parish and take ownership of these.

Cllr J Ballman reiterated his proposal that a Working Group be set-up to identify pieces of land for tree planting with HBUF and across the Parish. Cllr D Moffatt agreed and gave tree planting in Haydon Wick as an example model to follow. All agreed.

RESOLVED that a working group be set-up and tasked with identifying pieces of land within HBUF and across the Parish for extensive tree planting.

Cllr D Moffatt suggested an evening walk be organised around some of the areas being talked about. All agreed.

RESOLVED that an evening walk around some of the areas being suggested for tree planting be organised. All agreed.

Cllr D Moffatt suspended Standing Orders to allow the member of public present to speak.

The member of public introduced themselves as Mary Farragher, Secretary and Trustee of HBUF. She referred to the current lease and the desire to plant trees on Cricklade Field. She stated that the lease didn't specify whether trees could or couldn't be planted in the area concerned.

The current lease was an amalgamation of different leases applied to the agricultural use of land decades previous. The lease referred to an area of land shaded in Green but there wasn't such an area included in the lease.

Cllr S Thompson asked if the lease could be passed to Officers of the Parish Council to review. The Parish Manager confirmed he was aware of the lease and didn't recall a shaded area of Green being included.

The documents held by the member of public were passed to the Parish Manager.

517 Playing Pitch Strategy

The Estates Manager gave an overview of a report circulated, a copy of which can be found at Annex A in the Minute Book. He confirmed that the report had been amended to omit the Moredon Playing Pitches which were not being transferred.

With regards to the pitch improvements; the Estates Manager confirmed that Swindon Borough Council (SBC) would be completing pitch rejuvenation in the coming weeks and had stated that they would be willing to include verti-drains in this work if requested. He added that the pitch cutting scheduled had been requested from SBC and suggested the pitches were cut fortnightly but there was evidence that suggested his was not always the case.

The Estates Manager went on to suggest that the weed control programme be omitted from the pitch improvement works as it would conflict with the grass seeding which was to be carried out by SBC.

Access to the Seven Fields Changing Rooms has been requested so the status of the rooms could be assessed.

Cllr J Yeowell queried the suggested 2 public pricing tiers for parishioners and non-parish residents. The Estates Manager stated this was included as an incentive for parishioners to use pitches within the area.

Cllr S Henderson asked about the likelihood of having 10 matches per week. The Estates Manager confirmed that the suggested figures were accurate and the Parish Council

would be looking to increase the usage.

Cllr S Thompson expressed concerns around the use of pesticides & herbicides. The Estates Manager confirmed that all works in this area would be completed by a professional and would be based on their knowledge and advise. Further conversations were had around the use of pesticides and herbicides.

Cllr K Small commented that he was unsure why another pitch improvement report had been undertaken. The Estates Manager responded that this was to gain information on the cost of suggested improvements.

It was suggested that the cost of the Kingsdown School pitches included in the report was for their 3G pitch, rather than grass pitches.

Cllr K Small stated that he agreed with the suggested differing prices for having a grounds person present or not but he felt there were too many tiers.

It was suggested a tier could exist for teams affiliated with Wiltshire FA.

Cllr K Small went on to say that he was concerned about the number of pitches a grounds person would be able to set-up on a weekend morning.

Cllr K Small went on to say that he didn't agree with the public pricing for parishioners and non-parishioners and that the pricing should refer to 'Youth Pitches' rather than 'Youth Clubs' as youth teams should be expected to pay the same as adult teams if using an adult pitch.

Cllr K Small commented that the number of Swindon Sunday League games would remain low, but he was confident that teams would return to using pitches within the Parish as the prices were competitive and District leagues were expanding.

Cllr K Small confirmed that the Parish Council were committed to the pitches at the Southbrook rec and went on to suggest which of the pitches at Penhill and Mannington the Parish Council work on. He asked for the reintroduction of pitch 6 at Mannington to be considered.

Cllr K Small spoke of the equipment and made suggestions re: goal and flag posts.

Cllr K small suggested pitches be rotated where able and suggested the Parish Council consider using one site exclusively for youth games in the future. Cllr D Moffatt agreed, and suggested Pembroke Gardens could be used for youth games in the future.

Cllr S Thompson commented on the need for changing rooms for youth games. The Estates Manager responded that there was little demand for changing rooms for youth games.

Cllr J Ballman commented that marketing of the pitches would be very important.

Cllr D Patey clarified a few points included in the report presented.

Cllr S Thompson confirmed that the grounds person would be responsible for clearing dog mess from pitches priors to games.

The Parish Manager referred to recommendation no. 5 and confirmed that the grading and no. of hours be decided by the Finance & Staffing Committee and a recommendation be made to Full Council re: the employment of a grounds person. Cllr D Moffatt that this would be consider by the Finance & Staffing Committee and a recommendation made to Full Council.

Cllr K Small referred to the suggested booking process and commented that a number of

teams did not hold bank accounts and would want to pay for pitches in cash. The Parish Manager confirmed cash payments would be accepted and the wording of the bookings process was to be amended.

Cllr D Moffatt referred to page 4 of the report and suggested the pricing structure be approved with the amendments suggested by Cllr K Small. All agreed.

RESOLVED that the draft pricing structure be approved with the amendments suggested by Cllr K Small.

Cllr D Moffatt referred to page 5 of the report and the pitch improvements works to be completed.

Cllr K Small declared an interest and stated he would abstain from the vote to taken.

Cllr D Moffatt suggested that Officers be delegated authority to investigate what works the Parish Council are already paying SBC to complete and ensure these are being completed and the offering of the FA betaken up for any services not already being received. All agreed.

RESOLVED that with regards to pitch improvements; Officers determine was works are paid for and completed by Swindon and the FA be employed to complete any additional works required.

Cllr D Moffatt referred to the all other recommendations included on page 6 of the report and suggested that excluding no. 5 re: the employment of a grounds person and any not covered by the already agreed resolutions that all recommendations be approved.

Cllr K Small asked for the reinstatement of pitch 6 at Mannington Rec be included in the resolution. Cllr D Moffatt agreed.

All agreed.

RESOLVED that all recommendations of the report, excluding no. 5 re: the employment of a grounds person and any not covered by resolutions already agreed be approved and that pitch no. 6 at Mannington Rec be reinstated.

518 **Social Cohesion Working Group**

Cllr S Henderson referred to shared usage of the minibus owned by Haydon Wick Parish Council.

Cllr D Moffatt commented that there were vehicles owned but not fully utilised by several Parish Councils.

Cllr J Ballman suggested the Parish Council could by a minibus with South Swindon Parish Council for shared use. The Parish Manager responded that there was a surplus of buses in other Parish Councils and he would not recommend purchasing a bus at this point in time. He went on to say that Haydon Wick had offered use of their vehicle for help people access the Dementia Café the Parish Council were in the process of setting up and that Haydon Wick Parish Council were happy to provide their vehicle and their driver.

The Parish Manager confirmed that the subject of transport would be brought to a future Full Council meeting once the report on the Dementia Café had been presented to the Social Cohesion Working Group.

519 **Purdah Policy**

The Parish Manager explained the meaning of Purdah and ran through the draft Purdah Policy, a copy of which can be found as Annex B in the Minute Book.

Cllr K Small confirmed the policy only applied to the Parish Council and Parish Elections.

Cllr K Small asked that point 3 be amended to refer to the Poll rather than election.

Cllr K Small went on to say that the policy had to be clear that only applied to those still to be elected and not those whose seats were uncontested.

He added that he didn't agree that Councillors should not attend events which may attract significant publicity.

Cllr D Moffatt suggested that this point be reworded to state that Councillors up for election should not create an event for the purpose of the election.

Cllr K Small asked for clarification of some more points included within the draft policy.

Cllr D Montaut asked for clarification around the point re: attending events. This was clarified by the Parish Manager.

Cllr D Moffatt stated he was content that the policy be adopted with the amendments suggested. All agree.

RESOLVED that the Purdah Policy be adopted with the amendments discussed.

520 Parish Council Representatives' Report

Cllr D Moffatt mentioned a Croquet session which all Councillors would be invited to

The meeting closed at 8.45pm

Signed.....

Date.....

Chair of the Council