

CENTRAL SWINDON NORTH PARISH COUNCIL

COUNCIL MEETING

Minutes of the meeting held on 19th June 2019 at 7.00pm at 32 The Circle

Present	Cllr D Moffatt	(Chair)
	Cllr J Ballman	(Vice-Chair)
	Cllr R Ballman	
	Cllr P Exell	
	Cllr S Exell	
	Cllr S Henderson	
	Cllr M Lucas	
	Cllr D Montaut	
	Cllr D Patey	
	Cllr J Rodrigues	
	Cllr S Thompson	
	Cllr J Yeowell	
	Officers	Andy Reeves
Hannah Morgan		(Deputy Clerk)
Andy Briggs		(Estates Manager)

Public One

Public Session There were no questions or comments made by the member of public present.

Apologies

Cllr P Baker
Cllr K Parker
Cllr K Small

Declarations of Interest & Applications for Dispensation

Cllr J Ballman and Cllr S Thompson declared a non-pecuniary interest in agenda item 9 as the trustee and chairman of Hreod Burna Urban Forest (HBUF) who are party to the purchasing of a tractor.

Minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meeting held on 15 May 2019 be approved as a correct record.

Minutes of the AGM

RESOLVED that the minutes of the Parish Annual Meeting held on 22 May 2019 be confirmed and adopted.

Finance & Staffing Committee

The Parish Manager informed the Council that item on Police Pushbikes had been deferred to the Finance & Staffing Committee meeting to be held in July 2019, where the police will present 2 options.

Cllr J Rodrigues queried Minute 36 and the meaning behind collaborating with South Swindon Parish Council. Cllr D Moffatt confirmed that this meant that the 2 Parish Councils would share the Youth Worker employed by Central Swindon North Parish Council and the cost of that member of staffed would be shared.

RESOLVED that the minutes of the Finance & Staffing Committee meeting held on 4

June 2019 be confirmed and adopted.

Planning & Environment Committee

Cllr P Exell drew attention to Minute 50 and the recommendation to create a Working Group to create a Neighbourhood Plan. He added that membership to the group would be open to all members of the Parish Council, not just the Planning & Environment Committee.

Cllr D Moffatt stated that there were large costs involved in creating a Neighbourhood Plan and that authority needed to be given by Full Council to proceed. All agreed.

RESOLVED that a Working Group be created and tasked with creating a Neighbourhood Plan for the Parish Council.

Cllr D Moffatt asked for nominations for members of the new Neighbourhood Plan Working Group.

Nominations were received from Cllrs J Ballman, P Exell, S Henderson, D Patey and S Thompson. All agreed that the nominations be accepted.

RESOLVED that Cllrs J Ballman, P Exell, S Henderson, D Patey and S Thompson make up the membership of the Neighbourhood Plan Working Group.

Cllr D Moffatt informed that the group that consideration would need to be given to North Star Avenue, Cheney Manor Industrial Estate, the 2 river areas within the Parish and Kembrey Park to save them from future development.

Cllr S Henderson mentioned a Highworth resident, Mr Warren, who had expressed an interest in getting involved with the Parish Council and helping them to create a Neighbourhood Plan.

There was a suggestion to invite Mr Warren to the 1st meeting of the Neighbourhood Plan Working Group. Cllr S Exell commented that the Working Group should have an initial meeting to establish their processes etc. before inviting external parties.

It was confirmed that the Parish Manager had the knowledge and expertise to hold an initial meeting of the Working Group.

Cllr D Montaut commented that the 1st objective of the Working Group should be to create their Terms of Reference.

Cllr J Rodrigues referred to Minute 42 and asked that the football pitches be advertised on the Noticeboards one they had been installed and the pitches transferred.

The Parish Manager referred to Minute 46 and stated that a Swindon Borough Council Planning Officer had refused the request for the Parish Council to attend a meeting between Barnfield Close residents and the applicant for 5 Barnfield Close.

Cllr S Exell spoke of additional incidents the residents of Barnfield Close had experienced. She asked if the Parish Council were able to move issues on by dealing with the noise and sound levels by installing fencing.

Cllr D Moffatt stated that he would be happy for a report to be presented to the Planning & Environment Committee re: the environmental issue with light pollution affecting the existing houses at Barnfield Close.

Cllr S Exell suggested the Parish Council have Environmental Health monitor the noise levels and report back.

It was confirmed that the noise issues were being created by the gap in the fence

between the new development and Great Western Way.

Cllr D Moffatt reiterated that he would be happy for the Parish Manager to present a report to the Planning & Environment Committee with options for ways to relieve the light pollution for residents. He added that CIL monies were available to pay for the cost of any agreed works.

RESOLVED that the minutes of the Planning & Environment Committee held on 5 June 2019 be confirmed and adopted.

Leisure & Amenities Committee

RESOLVED that the minutes of the Leisure & Amenities Committee held on 5 June 2019 be confirmed and adopted.

2018/19 AGAR

The Parish Manager informed Council that internal auditors were working through requirements and it had been agreed that a qualified accountant would be contracted to ensure the Annual Governance Statement and Annual Report (AGAR) was compliant.

It was confirmed that an Extraordinary meeting would be convened before mid-July 2019 for the completed 2018/19 AGAR to be reviewed and approved. the transfer had been completed.

Employment of Grounds person

The Estates Manager gave an overview of a report circulated, a copy of which can be found at Annex A in the Minute Book.

The Estates Manager stated that the report presented coincided with the report on the purchase of a tractor as the proposed Grounds person would be required to use the tractor.

Attention was drawn to the Considerations on page 2 of the report and that if people were employed directly by the Parish Council work would be taken away from Swindon Borough Council (SBC) which would require a contract amendment which would need to be investigated by the Parish Manager and Estates Manager.

An alternative solution was suggested; that the Parish Council could employ staff for match day set-up only, this would mean that works would not be taken away from SBC as they would be required to continue to complete services such as mowing the pitches, line painting etc.

Cllr D Montaut commented on the high costs involved with TUPE transferring staff and he stated he believed alternative options should be explored.

Cllr S Exell expressed concerns over any short term arrangement as the FA funding for pitch improvement required a level of commitment. She added that the Parish Council should steer away from stereotyping football as being dominated by males and she had asked the Estates Manager to investigate if any female grounds people existed. Cllrs J Ballman and D Moffatt agreed with Cllrs S Exells comments on gender.

Cllr J Rodrigues queried the current pitch usage and why 1 full time employee (FTE) and 1 part time employee (PTE) would be required. The Estates Manager confirmed that currently there were at least 10 matches played per week and the staff were required due to the distance between the pitches. He explained how the work would be split. It was confirmed that if someone wasn't employed by the Parish Council, mowing and line

painting would continue but the Parish Council would not be able to offer or charge for match day assistance.

Cllr D Moffatt comments that the Parish Council needed to show a commitment to refurbishing the pitches to meet the FA funding criteria.

Comments were made about TUPE transfer, such as the reasons it would apply, liabilities to consider, staff knowledge and skills and the difference in regimes and standards.

The Parish Manager confirmed that the Parish Council wanted to make the Southbrook 'Pitches of Excellence' and suggested working on 1 pitch at a time.

Cllr J Yeowell mentioned the possibility of providing apprenticeships.

Cllr M Lucas stated that the best qualified and skilled people were needed to fulfil the proposed roles.

The Parish Manager stated that if a job description stated that certain qualifications were essential TUPE transfer and/or a contract change would be ruled out.

Cllr S Exell moved the recommendation of the report. Seconded by Cllr S Thompson. All agreed.

RESOLVED that Cllrs allow the Parish Manager and Estates Manager to assess the requirement of TUPE and proceed as required.

Should TUPE not come into effect Officer are authorised to advertise for the recruitment of 1 FTE and 1 PTE.

Minute 429. Update on purchase of tractor

The Parish Manager gave an update on leases and stated that having a dedicated locum was working well. Thanks was given to the Estates Manager for his work on the leases being received.

It was confirmed that the difficulties with the lease of 32 The Circle had been resolved as had the issues with additional land included in the leases for Chapel Street Toilets and the Allington Road Leisure Garden site.

The Estates Manager referred to the written report and supporting documents circulated, copies of which can be found as Annex B in the Minute Book. He stated that a lot of work had been completed with Cllrs J Ballman and S Thompson to come up with tractor ideals and requirements.

The Estates Manager went on to give further details of the options of machinery and attachments and what they could achieve.

Cllr S Thompson commented that there was no mention of a trailer. The Estates Manager confirmed that the costings for this would be included in a quote to be received from an additional supplier which would be sent on in due course.

Cllr D Montaut comments on the high costs being mentioned and asked if the scheme was affordable and sustainable. Cllr D Moffatt confirmed that the cost to the Parish Council was £20,000. The Parish Manager added that the Parish Council would have to account for ongoing revenue costs of approx. £1,500-2,000.

Cllr P Exell asked if the reliability of the suggested suppliers had been looked into. The Estates Manager confirmed that all the suppliers were established companies. He added that there were options to buy a tractor 'off the shelf' over the internet but this would not be advisable.

Cllr S Henderson showed an interest in the future financing should machinery stop working and funding not be available. The Parish Manager suggested there were a range of unknown variables and changes that might come into place over the next 10 years.

Cllr J Ballman confirmed that the prices presented excluded VAT and mentioned the contribution to be received from Hreod Burna Urban Forest (HBUF).

Comments were made about the impact of the use of a tractor on the environment and the fact that the proposed tractors run on diesel. It was confirmed that there were no viable alternative options.

Cllr J Ballman offered support to move the recommendation of the report.

Cllr D Moffatt seconded the recommendation with the addendum that should the bid for funding for the tractor not be successful the item would be referred back to Full Council. All agreed.

RESOLVED that Cllrs give approval for proceeding with the higher funding bid through the Football Foundation with a total commitment of £20,000 and that authorisation is given to the Grants Manager to proceed with the bid.

Splashpark

The Parish Manager confirmed that the options appraisal presented in February 2019 had been passed to the StreetSmart Value for Money (VfM) Working Group to look into. 2 sites options had been included in the report; Penhill and St Marks Recreational Ground and significant Capital and Revenue investment would be required.

Due to the complexities included in the piece of work the VfM Working Group had advised that the item had been put on hold until the 2020/21 Financial Year, when the Swindon Borough Council (SBC) contract would've been determined.

Festive Lights

A written report was circulated, a copy of which can be found as Annex C in the Minute Book.

It was stated that the column structural testing which was to be carried out by Swindon Borough Council (SBC) towards the end of May and the beginning of June 2019 had been moved to the end of July 2019 which put the whole scheme in jeopardy. SBC had been asked to expedite the matter.

Approval was being sought from Council to proceed with the structural testing at both sites involved.

The Parish Manager stated that he had been informed that the testing could be completed in the following 2 weeks. He went on to suggest alternative locations for lighting should the columns in Gorse Hill and Rodbourne not be able to house the motifs.

Cllr R Ballman asked if motifs could be displayed on buildings.

Cllr S Henderson confirmed that the Gorse Hill Baptists Church would be willing display lights provided by the Parish Council.

Cllr D Moffatt commented that the Parish Council were unable to implement the proposed scheme, it would not go ahead.

Cllr D Moffatt proposed the report be noted and the additional spend for the testing be approved. All agreed.

RESOLVED that the Estates Manager be given approval to proceed with having the structural testing completed in Gorse Hill and Rodbourne via an external company for the total cost of £1,870.

Parish Council Representatives' Report

Cllr D Moffatt commented on the activities of the Youth Worker and the success of the Knife Crime Rally organised earlier in the month.

A special note of support and thanks was given to the Youth Worker by the Council.

Cllr D Moffatt informed members that he had attended a Super Council meeting in Salisbury where options for Parish Council to take out loans from the Public Loans Board were discussed.

The Parish Manager mentioned devolution and the fact that Salisbury had all assets transfers completed and were taking on additional services, such as enforcement.

Cllr D Moffatt informed members that conversations had been had with South Swindon Parish Council re: looking at the Swindon Borough Council (SBC) StreetSmart Contract in details. It was suggested that a Working Group be set up with 3 Central Swindon North Parish Cllrs and 3 South Swindon Parish Cllrs and that Cllrs D Moffatt, J Ballman and S Henderson sit on the group. All Agreed.

RESOLVED that a working group be set up consisting of Cllrs D Moffatt, J Ballman and S Henderson and 3 South Swindon Parish Cllrs to look at the SBC StreetSmart contract in detail.

Comments were made about the approach, available options, economies of scale and equipment.

The Parish Manager read out a statement about an incident that had recently occurred at Pinetrees Community Centre and the subsequent actions.

Conversations ensued and comments made about the actions of staff and Cllrs. All Cllrs were given the opportunity to speak and voice their views.

The majority of Cllrs agreed that the Parish Manager had acted appropriately, and decisions made by the Parish Manager would be upstanding.

The meeting closed at 9.42pm

Signed.....

Date.....

Chair of the Council