

CENTRAL SWINDON NORTH PARISH COUNCIL

LEISURE & AMENITIES COMMITTEE MEETING

Minutes of the meeting held on 7th August 2019 at 32 The Circle, Pinehurst

Present	Cllr M Lucas	(Chair)
	Cllr J Yeowell	(Vice-chair)
	Cllr J Ballman	
	Cllr R Ballman	
	Cllr P Baker	
	Cllr D Patey	
	Cllr J Rodrigues	
Cllr S Thompson		
	Cllr D Moffatt	(Non-committee member)
Officers	A Reeves	(Parish Manager)
	H Morgan	(Deputy Clerk)
	A Briggs	(Estates Manager)
	H Armagan	(Allotments Officer)
	M Johnston	(Community Centre Manager)

Public None

155 **Apologies**
None

156 **Declarations of Interest & Applications for Dispensation**
Cllrs J Ballman and S Thompson declared an interest in agenda item 8.

157 **Update from Youth Worker**
Apologies were given for the absence of the Youth Worker.

The Estates Manager informed the Committee that the Youth Worker had been engaging youths in his Summer Programme with activities taking place on Tues, Weds and Thurs of each week. Difficulties had been experienced with rain prohibiting some of the planned outdoor activities.

The Estates Manager gave details of some of the activities which had taken place, such as sports, helping at the Penhill Big Lunch, Bowling and Ice Skating.

The Youth Worker would be taking a group of young people to Weston Super Mare on the 29th August 2019 on the coach being provided by the Parish Council.

The Youth Worker had been working on safeguarding training with Bernice Weiss

The Parish Manager arrived 7.01pm

Safeguarding training had been arranged for Parish staff and the Youth Worker was ensuring necessary policies and procedures were in place.

The Youth Worker had meet with Swindon Borough Council (SBC) re: mentoring the previous evening.

The Allotments Officer arrived 7.02pm

158 **Update from Estates Manager**
A written report was circulated, a copy of which can be found as Annex A in the Minute Book.

Funding Bid – Football Foundation

The Estates Manager confirmed that splitting bid would not increase the contribution required from the Parish Council.

32 The Circle

The Estates Manager confirmed that the lease had been received that same day.

Barnfield Road – Development

It was confirmed that the cost of the planning application would be approx. £200

159 Update from Allotments Officer

The Allotments Officer stated that he had been continuing with business as usual; cutting grass and meeting with potential new tenants.

In addition to his standard duties the Allotments Officer had cleared fly tipping from Pasture Close and cleaned graffiti at Redcliffe Street.

Whilst the Washroom Assistant had been on annual leave the Allotments Officer had worked some hours at Chapel Street Toilets; opening and closing the facility.

The Allotments Officer informed the Committee that he had completed and passed minibus driving training and had been putting this into practise taking the Youth Worker and young people to activities as part of the Summer Programme.

The Allotments Officer confirmed that he had met with a representative from a Compost Tea Brewing Kit supplier and hoped to purchase a kit soon.

Cllr J Rodrigues spoke of a SALGA Roadshow he had received an email about and asked if the Parish Council could advertise this at their Leisure Sites. The Deputy Clerk confirmed this would be actioned.

The Community Centre Manager informed members that she had been working with the Allotments Officer and the Community Garden tenants at the Pickards Field Leisure Garden site who have surplus stock. The Community Centre Manager and Allotments Officer were putting the tenants in touch with Community Groups who could benefit from the surplus produce.

160 Update from Community Centre Manager

The Community Centre Manager spoke about the Penhill Big Lunch which had taken place the previous day. The event had been very successful, despite the weather, with approx. 200 people attending. The Parish Council had provided BBQ Food.

The Community Centre Manager informed the Committee that the Chair of the Penhill Lunch Club had resigned, and someone was in place to take over his role.

A potential new user would be coming to view Pinetrees Community Centre and John Moulton Hall (JMH) looking to hold football sessions for young people. The Community Centre Manager commented that this would be good for Penhill where very few activities like this took place.

It was confirmed that a soft football would be used to prevent damage to the floor at JMH.

The Community Centre Manager gave an update on Pinetrees Community Centre; a Zumba class had booked in for 12 months, the wooden garden items were to be painted, new fridges had been purchased for the main kitchen and café as the existing ones had stopped working correctly and the quotes to repair were in the same region as purchasing

new. The Pinecones Café Manager was very happy with the new fridges provided. The Community Centre Manager was looking to have a mains water cooler installed at Pinetrees Community Centre in response to requests for water being received by centre users. The Community Centre was being advertised as re-fill station in the public domain.

The Community Centre Manager stated that the Deputy Clerk had organised a 'Hook a Duck' stall at the Pinehurst Fun Day. Prizes had been purchased by the Community Centre Manager and Parish Officers and Cllrs attended. Feedback received had been good.

The Community Centre confirmed that 'Bridge the Gap' would be running on Tuesdays at Pinetrees Community Centre throughout the school Summer holidays.

A new temporary employee had been employed to work on Sundays at Pinetrees Community Centre.

161 Kiln Lane

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

Cllr S Thompson voiced concerns over taking a piece of land away from an allotment site and any precedent it may set for the future. The Estates Manager agreed and stated that firstly it would need to be determined whether the proposed change of use was even possible. He added that a full consultation with tenants of the Leisure Garden site would take place.

The Estates Manager confirmed that he was looking for approval to submit a planning application for the change of use for the piece of land concerned and would bring a report back for Cllrs to make a full decision.

Mr Hocking from Direct Windows was introduced and spoke of the company and the difficulties being experienced by customers and users due to the lack of parking and road space available in Kiln Lane. He explained that if the piece of land in question was available to use, it would enable the business to introduce a waste service for customers. Lack of this service was currently putting customers off as they had to dispose of waste and their old windows themselves. If the company were able to obtain the piece of land requested, they would install hardstanding to place skips on for customers to use.

Cllr J Ballman queried what would happen once the skips were full. Mr Hocking explained that the company already had a contract with a waste disposal company in place. He added that the business was keen on recycling and were aware of their effect on the environment. Use, rotation and emptying of the skips was discussed.

Cllr J Ballman asked about skip lorries ability to access the area safely. Mr Hocking responded that lorries can struggle to get into Kiln Lane but there were no problems moving around once through the entrance.

Cllr R Ballman asked about the weight of the skips to be provided and whether they would sink into the land they were sat on. Mr Hocking confirmed that this would not be a problem for the Parish Council as the company would ensure the space was suitable when having hardstanding stalled.

Mr Hocking confirmed the size of the area to be fenced off and ensured the Committee that the area would be enclosed and secured so fly-tipping would not become a problem.

Cllr M Lucas reiterated the recommendation to apply for a temporary change of use of land for a period for 25 years and the results of the application be reported back to and discussed at a future meeting.

The Parish Manager confirmed concerns over the loss of statutory allotments would be picked up at the planning stage. He advised on consulting with the tenants of the Leisure Garden concerned prior to submitting a planning application. Mr Hocking agreed and added that the relationship the business has had with tenants of the site had always been very good. He also said that the land being spoken about hadn't been used as an allotment in over 12 years.

All agreed.

RESOLVED that the Estates Manager be given authority to consult with tenants of the Cheney Manor Leisure Garden site re: the change of use of a piece land within the site and proceeds with submitting a change of use application providing no adverse comments are received.

162 Tree Policy

The Parish Manager displayed and ran through the draft Tree Policy.

The Parish Manager informed the Committee that an investment of cash had been made available via Hreod Burna Urban Forest (HBUF). Vast stretches of land were to be transferred to the Parish Council and there was a need to start looking at trees. He added that not everyone was positive about the planting of trees, mostly due to the increased perception of crime, reduction of space for dog walkers and blocking of light.

The Parish Manager stated that the purpose of the item wasn't to agree the policy but to discuss, contribute and inform the policy before it's presented to Full Council.

Cllr S Thompson asked if tree planting would make up part of the Neighbourhood Plan. The Parish Manager responded that Neighbourhood Plans considered green spaces but focused on planning.

Cllr J Ballman queried the term open space and whether this included space where trees were planted. The Parish Manager confirmed that any green space was considered an open space.

Cllr J Rodrigues commented on funding available for environmental and nature projects.

Cllr J Rodrigues asked about the arrangement with HBUF. The Parish Manager confirmed that HBUF were a sitting tenant and that the land they currently held was to transfer to the Parish Council. Once the transfer had taken place the tenant would need to notify the Parish Council of any major changes to the land.

HBUF would apply for external grant funding and the Parish Council would collaborate and engage with them as tenants to ensure any actions were in line with Parish Council policy.

Cllr S Thompson informed the Committee that HBUF had obtained £12,000 grant funding for tree planting but did not have enough space and were asking the Parish Council and Swindon Borough Council (SBC) permission to plant on additional land.

It was confirmed that the Woodland Trust would decide on the species of trees to be planted.

The benefits of trees on biodiversity were mentioned.

Cllr J Rodrigues spoke about the environment, sustainability. He commented on funding available for bike hire and similar schemes.

The Parish Manager mentioned a council completing similar projects and commented that there was funding available, but such schemes resulted in revenue costs.

The Parish Manager confirmed Cllrs were being asked to look at the key points of the policy and, once shared, feedback on the document.

Cllr M Lucas spoke of the walkaround Cllrs completed around the Southbrook area and mentioned additional things to bear in mind; such as deer living and grazing in areas. The Parish Manager agreed and commented that there were subjective views and areas to think about, hence the reason a Tree Policy was being developed. He confirmed that the draft policy will be presented to Full Council in September 2019.

163 Alterations to bus shelters at Pinehurst Road and outside The Dolphin PH

The Deputy Clerk explained that it had been reported that wheelchairs users were unable to access buses via the vehicle ramps at one of the shelters located on Pinehurst Road due to the positioning of the shelter.

In addition, Cllr K Small had asked if it would be possible to re-position the shelter outside The Dolphin Public House in Rodbourne as the current position did not provide much shelter from the elements.

Quotes to reposition the shelters had been received and were in the region of £1,000. The Deputy Clerk confirmed she was asking for permission to proceed with having both shelters altered. All agreed.

RESOLVED that one of the shelters at Pinehurst Road and the shelter outside The Dolphin be altered and repositioned so they can be used effectively.

The Deputy Clerk went on to speak about the noticeboards owned by the Parish Council which were still to be installed. She explained where it was intended to install the various noticeboards and that an additional small freestanding noticeboard may be required, leaving an unallocated large freestanding noticeboard which could be installed at a new location.

Cllr R Ballman commented on the size of the large noticeboard and suggested it could be installed by Chapel Street Toilets. Cllr J Ballman agreed.

Cllr J Rodrigues suggested the largest noticeboard be installed at St Marks Rec. Cllrs J & R Ballman agreed.

Cllr J Ballman asked about updating noticeboards. The Parish Manager confirmed a schedule would be put in place to ensure noticeboards were regularly updated.

A discussion ensued about the noticeboard to be installed at Clive Parade and the possibility that installation be delayed whilst planned roadworks were carried out in the area.

All agreed to purchase the additional noticeboard required.

RESOLVED that an additional noticeboard be purchased to be installed at the required location, the installation of a noticeboard at Clive Parade be postponed and the Parish Council look to install the two large noticeboards in alternative locations.

164 Park Run at Seven Fields

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

Cllr J Yeowell asked about the cost of cycle stands and asked who would be responsible if they were damaged. The Estates Manager confirmed that stands could be obtained for free and the Parish Council would be responsible for the cost of installation which was still to be confirmed.

It was confirmed Haydon Wick Parish had been consulted.

Cllr J Ballman asked about access for emergency services. The Estates Manager confirmed this would be checked and confirmed with the organisers.

Comments around commercial enterprises providing food and drink were made. The Parish Manager confirmed the Parish Council could ask for contributions if a commercial enterprise came into place.

Cllr S Thompson asked if the paths were adequate. The Parish Manager responded that dummy runs had taken place and the organisers, Parkrun, were assumed to be the experts and knew the types and qualities of path needed.

Comments were made around the lack of parking and the risk of people parking in residential streets.

It was confirmed that the football pitches would not be in use at the same time as any parkrun.

Cllr J Ballman asked about litter becoming a problem. The Parish Manager agreed that this would need to be looked into.

The Parish Manager confirmed that all the points raised in discussions would be raised with the organisers.

165 TRO at Barnfield Close

The Parish Manager displayed an image of Barnfield Close and described how it looked with the new development in place.

A discussion had been had with residents and they wanted double yellow lines (DYL) installed and were asking the Parish Council to request a TRO.

The Parish Manager confirmed a request for a TRO had been submitted to Swindon Borough Council (SBC) and the Committee would be updated on the progress.

The Parish Manager went on to ask if Cllrs had any other TROs they wished for the Parish Council to request.

Cllr S Henderson arrived 8.33pm

Cllr D Moffatt questioned whether Parish Councils should be making requests for TROs as they are not responsible for Highways.

Cllr J Ballman spoke of the process of installing TROs.

A discussion around TROs, Highways and the responsibilities and remit of Parish Councils and SBC ensued.

166 Shutter Door adjustment at Southbrook Depot

The Estates Manager confirmed that this item had been discussed and agreed by the Finance & Staffing Committee at a meeting the previous evening.

The meeting closed at 8.51pm

Signed.....

Date.....

Chair of the Leisure & Amenities Committee

