

CENTRAL SWINDON NORTH PARISH COUNCIL

FULL COUNCIL MEETING

Minutes of the meeting held virtually via Zoom on 21 October 2020 at 7.00pm.

Present	Cllr S Henderson	(Chair)
	Cllr S Exell	(Vice-Chair)
	Cllr J Ballman	
	Cllr R Ballman	
	Cllr P Exell	
	Cllr M Lucas	
	Cllr D Montaut	
	Cllr D Patey	
	Cllr J Rodrigues	
	Cllr K Small	
	Cllr T Smith	
	Cllr S Thompson	
	Cllr J Yeowell	
	Officers	A Reeves
A Briggs		(Estates Manager)
A Cripps		(Libraries Manager)
J Smart		(Head of Finance & Governance)
A Webb		(Youth Worker)
Also Present	M Bradley	(Press and Marketing Contractor)

Public None

237 **Apologies**

No apologies were received from Cllr P Baker, nor Cllr K Parker.

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

Declarations of non-pecuniary interests were received from Cllr S Thompson in respect of his membership of the Hreod Burna Urban Forest.

Declarations of non-pecuniary interests were received from Cllr J Ballman in respect of his membership of the Hreod Burna Urban Forest and RSPB.

Declarations of non-pecuniary interests were received from Cllr D Montaut who had previously employed the Press and Marketing Contractor.

239 **Minutes of the Previous Meeting**

RESOLVED that the minutes of the Full Council meeting held virtually on 16 September 2020 be approved as a true and correct record.

240 **Planning & Environment Committee**

Cllr J Ballman requested that copies of all minutes pertaining to the agenda are circulated with the meeting papers.

RESOLVED that the minutes of the Environment & Planning Committee meetings held virtually on 2 September 2020 and 16 September 2020 be approved as a true and correct record.

Action: Meeting Clerk's to ensure that all minutes referred to on an agenda are

included within the meeting pack.

241 Finance & General Purposes Committee

Members discussed the resolution passed at Finance & General Purposes Committee regarding the proposed hours for an employed position of Press & Marketing Officer. There was some discussion over the timeline of events as this item had been discussed at two F&GP meetings. It was noted that further discussion around hours for the post were had at the meeting held on 6 October 2020 and the minutes for ratification at this meeting were for the meeting held on 1 September 2020.

Members discussed how the meeting was proceeding as members were being muted. The Chair confirmed that he had arranged for Members to be muted until he had invited them to speak so that the meeting may run more efficiently.

RESOLVED that the minutes of the Finance & General Purposes Committee meeting held virtually on 1 September 2020 be approved as a true and correct record.

242 Leisure & Recreation Committee

Cllr K Small congratulated the Leisure & Recreation Committee and Chair for progressing the bulb planting project around the parish. Cllr D Montaut requested information on the expenditure of ward allowances on the project. The Estates Manager confirmed that around £3,500.00 had been committed from ward allowances on top of the £7,800.00 approved from capital reserves. Cllr D Montaut further requested information on the current committed expenditure on ward allowances which was unavailable at the meeting.

Members discussed the process for decision making after concerns were raised by Cllr J Rodrigues. The Chair suggested a meeting to discuss these concerns between himself, Cllr Rodrigues, the Clerk, Head of Finance & Governance and any other member who wished to take part should be arranged for the near future. Cllr J Ballman stated that he would like to be included in such a meeting.

There was further discussion over the decision-making process for contracting a Press & Marketing Officer when the Finance & General Purposes Committee had deferred the decision to approve the employment of a Press & Marketing Officer. The Chair asked the Clerk to explain the governance and confirm that no breach in governance had taken place. The Clerk confirmed that no such breach had taken place and stated that it was important not to conflate the two items. The Community Wellbeing Committee agreed to support the appointment of a Press & Marketing Officer in August to promote the reopening of Council owned indoor facilities. The item was deferred at the Finance & General Purposes Committee meeting in September. Due to the time sensitive nature of the post the Community Wellbeing Committee approved a capital expenditure appointment of a Contractor in September. The decision regarding employing a Press & Marketing Officer was again deferred at the October Finance & General Purposes meeting, the matter has now been referred to the Full Council for decision later in this meeting.

RESOLVED that the minutes of the Leisure & Recreation Committee meeting held 22 September 2020 be approved as a true and correct record.

Action: Head of Finance & Governance to circulate the latest information on committed expenditure from ward allowances.

Action: Meeting to be arranged to discuss concerns over decision making processes.

243 Members Ward Allowance Requests

Members considered two requests for expenditure from ward allowances:

Cllr S Henderson requests to approve £800.00 expenditure for the removal of accumulative waste left by residents over a period of several years: between SBC garages and a private residence on Beauchamp Close, Moredon SN25 3DT.

Cllr J Ballman requests to approve £370.00 for the printing and distribution of leaflets by Swindon Storm American Football; promoting the CV19 compliant training days for young people at Southbrook Rec during October and November.

Members discussed the steps taken to date to have the waste at Beauchamp Close removed by SBC. Due to the waste being on private land, SBC had refused to remove it.

Members discussed the process of members requesting expenditure on their ward allowances as the leaflets for the American Football had already been approved by the Chair of Finance & General Purposes for retrospective approval at the next meeting and had already been produced. The Chair recommended that this be a further discussion point for the meeting previously suggested at minute ref. 240.

Members **RESOLVED** to approve the two requests for expenditure on ward allowances as follows:

Cllr S Henderson - £800.00 expenditure for the removal of accumulative waste left by residents over a period of several years: between SBC garages and a private residence on Beauchamp Close, Moredon SN25 3DT.

Cllr J Ballman - £370.00 for the printing and distribution of leaflets by Swindon Storm American Football; promoting the CV19 compliant training days for young people at Southbrook Rec during October and November.

244

CV19 Estates Update Public Health

Members noted a verbal update from the Estates Manager on the latest operation status of CV19 impacted services.

The Estates Manager informed Members that Pinetrees Community Centre was open for Covid19 safe bookings. There has been a small uptake in bookings, however there is a 70-80% reduction in overall occupancy. The Reception is manned during office hours and the Dementia Café has recently restarted. The Finance Administrator is working from the Parish Office, all other (office based) staff members are working from home.

John Moulton Hall is likely to remain closed until Spring 2021.

Moredon Library will be opened for limited browsing shortly, click and collect remain available from Moredon Library and Even Swindon. Libraries at John Moulton Hall and Pinetrees remain closed.

Football uptake has been good, changing facilities are closed, toilets are accessible. Covid safe equipment such as hand sanitiser is provided.

245

Press & Marketing Officer – Casual Employment

Members noted the report of the Clerk in relation to the employment of a casual, fixed term Press & Marketing Officer, a copy of which appears as appendix A in the Minute Book.

Cllr K Small stated that he was duty bound as Chair of Finance & General Purposes to move that the post be limited to ten hours per week.

After some discussion, Members **RESOLVED** to approve a maximum allocation of

£2,900.00 towards the employment of a Marketing & Press Officer from November 1 2020 - March 21 2021.

Maximum hours: 10 per week

Hourly rate: £14.50ph

Number of Weeks: 20

Costs to be met from the Covid19 expenditure budget.

246

Moredon Sports Hub Update

Members considered the report of the Clerk regarding the last stage of the construction plan; the pavilion layout, a copy of which appears as appendix B in the Minute Book.

The Clerk presented the project costs and projected income and expenditure relating to the Pavilion. This shows a projected subsidy requirement of approximately £45,000.00 per year for the first five years.

Members discussed the potential use of additional first-floor space as a Gym and exercise/dance studio and the potential financial risks, particularly in relation to the current Covid19 restrictions. The Clerk informed Members that the additional floor would require a £635,000.00 investment from the Parish Council which would require a public works loan board application. This would then result in repayments of £31,000.00 per year for 25 years. Members discussed the possibility of using the £80,000.00 ward allowances which are included in the annual budget as an insurance for the repayments could they not be met from capital budgets, rather than increase the precept. Cllr J Ballman suggested that the ward allowances be suspended for the first three years to cover these costs whilst the Gym was building a membership base.

The Clerk further presented information regarding gym membership fees and projected income. The Clerk informed Members that the installation of a gym and exercise space would carry an additional subsidy risk, estimated to be around £55,000.00 for the first year whilst a membership is built up. These projections have taken a reduced membership due to Covid19 into account.

Members **RESOLVED** to proceed with the first-floor addition to the Pavilion, uses to be decided at a future meeting.

247

Public Works Loan Board Application

Members **RESOLVED** to approve an application for £635,000.00 for a public works loan and delegated the management process of the loan application and subsequent management of the loan to the Finance & General Purposes Committee.

The meeting closed at 9.37pm

Signed.....

Date.....

Chair of the Council