

# **CENTRAL SWINDON NORTH PARISH COUNCIL**

## **FULL COUNCIL MEETING**

Minutes of the Full Council Meeting held at  
Pinetrees Community Centre, The Circle, Swindon, SN2 1QR on  
Wednesday 20 October 2021 at 7.00pm.

- Present** Cllr Telcy Araujo (via Zoom)  
Cllr John Ballman (via Zoom)  
Cllr Marilyn Beale (via Zoom)  
Cllr Ian Edwards  
Cllr Paul Exell  
Cllr Steph Exell (Chair)  
Cllr Mick Lucas (Vice Chair)  
Cllr Raj Patel  
Cllr David Patey  
Cllr Kevin Small  
Cllr Will Stone  
Cllr James Yeowell
- Officers** Andrew Briggs (Estates Manager)  
Aaron Cripps (Libraries Manager, via Zoom)  
Andy Reeves (Parish Clerk)  
Jodie Smart (Head of Finance & Governance)
- Public** There were no members of the public present.
- FC082** **Apologies**  
There were no apologies.
- FC083** **Declarations of Interest**  
Cllr J Ballman declared interests as a Member of the RSPB and HBUF.  
  
Cllr M Beale declared interests in Penhill Orchard and Seven Fields Nature Reserve.
- FC084** **Minutes of Previous Meetings**  
**RESOLVED** that the minutes of the meeting held on 15<sup>th</sup> September 2021 be approved as a true and correct record.  
  
**RESOLVED** that the minutes of the extra-ordinary meeting held on 21<sup>st</sup> September 2021 be approved as a true and correct record.
- FC085** **Environment & Planning Committee**  
**RESOLVED** that the minutes of the Environment & Planning Committee meeting held on 15<sup>th</sup> September 2021 be approved as a true and correct record.  
  
**RESOLVED** that the minutes of the Environment & Planning Committee meeting held on 6<sup>th</sup> October 2021 be approved as a true and correct record.

- FC086**      **Finance & General Purposes Committee**  
**RESOLVED** that the minutes of the Finance & General Purposes Committee meeting held on 5<sup>th</sup> October 2021 be approved as a true and correct record.
- FC087**      **Leisure & Recreation Committee**  
**RESOLVED** that the minutes of the Leisure & Recreation Committee meeting held on 2<sup>nd</sup> September 2021 be approved as a true and correct record.
- FC088**      **Community Wellbeing Committee**  
**RESOLVED** that the minutes of the Community Wellbeing Committee meeting held on 1<sup>st</sup> September 2021 with the inclusion of the Chair and Vice Chair titles being included in the attendance list.  
  
**RESOLVED** that the minutes of the Community Wellbeing Committee meeting held on 6<sup>th</sup> October 2021 be approved as a true and correct record.
- FC089**      **Chairs Announcements**  
The Chair reminded Members that any communications to outside bodies should be done via the Clerk and Parish Officers so that there is an agreed position on communications.  
Cllr Small asked the Chair to elaborate. The Chair explained that individual Members should not correspond with outside bodies before informing staff that may be managing a particular matter.  
Cllr Small stated that as individuals Members may contact outside bodies but should not do so on behalf of the Parish Council.  
  
The Chair provided an update on a recent visit to Chippenham Town Council. There will be another visit arranged to visit Weston Super Mare Town Council to see how they manage their grounds maintenance and network with Officers and Members. Members that had visited Chippenham Town Council agreed that it had been a useful and interesting visit. Cllr J Ballman stated that the Council needs to be mindful of the timing of visits with the upsurge in Covid-19 cases. Cllr M Beale asked whether Weston Super Mare had a similar demographic to Central Swindon North Parish Council. The Clerk confirmed that Weston Super Mare has quite a lot in common with Swindon as they have industries which have gone into serious decline and areas of deprivation.
- FC090**      **Meadow Management Plan Working Party Terms of Reference**  
Members NOTED the draft terms of reference for the Meadow Management Plan Working Party, a copy of which appear as Appendix A in the Minute Book.  
  
Cllr K Small queried the labelling of Pasture Close meadow as unadopted as the land is owned by Swindon Borough Council. Cllr Small expressed reservations on the proposals but was happy for them to be discussed at the Working Party.  
  
The Clerk confirmed that the wording should state 'unassigned' rather than 'unadopted'.  
**RESOLVED** to approve the Meadow Management Plan Working Party Terms of Reference as per Appendix A.
- FC091**      **John Moulton Hall Roof Repairs**  
Members NOTED the verbal update from the Estates Manager. The Estates Manager confirmed that the roof repairs to John Moulton Hall would not be covered under the Parish Council's insurance as it is considered 'a general maintenance repair'. The Estates Manager confirmed that he would proceed with the repairs as approved at the

**FC092**

**Covid-19 Literature**

Members NOTED the draft Covid-19 literature produced in multiple languages as funded by the Community Outbreak Grant, a copy of which appears as Appendix B in the Minute Book.

Cllr R Patel pointed out some errors in some of the translations and offered to assist Officers with correction.

Cllr J Yeowell stated that the test symbol was not entirely clear that it was supposed to be a lateral flow test.

Cllr M Beale stated that the artwork was not very inclusive, a cartoon may be more suitable for people that cannot read and should include the 'get a jab' logo.

Action: The Estates Manager to check the translations and liaise with the Marketing Officer regarding the Member's feedback.

**FC093**

**Exclusion of Press and Public**

Cllr K Small asked how an item can be private and confidential when there was another group using the Community Centre. The Clerk and Chair stated that on balance the meeting was as private as it could be within the current circumstances.

**RESOLVED** that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following items on the basis of **Commercially Sensitive Matters**.

**FC094**

**Tree Works on Land Leased to the Parish Council**

Members NOTED the report of the Estates Manager regarding the status of tree works on land leased to the Parish Council, a copy of which appears as Appendix C in the Minute Book.

Members discussed the options available in a) challenging Swindon Borough Council on the lease wording regarding tree maintenance and b) maintaining the trees on Parish leased lands. This included discussion around the current work of the Grounds Maintenance Contract Review Working Party to review the grounds maintenance contract options and whether the tree work needed to be included in this project.

**RESOLVED** that The Parish seek council from SAC and legal advice before returning a response / action to Swindon Borough Council.

**RESOLVED** that in the interim, the Estates Manager contacts the Parish insurer to seek the cost of including liability for trees on its existing policy.

**RESOLVED** that the Estates Manager will liaise with Central Swindon South Parish Council and Stratton St Margaret Parish Council regarding the feasibility of entering into a joint venture for tree work within the three parishes, to include a costing exercise for this option and alternative options to provide the service.

The meeting closed at 8.15pm

Signed.....

Date.....  
Chair of the Council.