

WEST SWINDON SHADOW PARISH COUNCIL

02 AUGUST 2017

Dear Councillor

You are invited to attend a meeting of the
PLANNING & ENVIRONMENT COMMITTEE
to be held on **MONDAY 14th AUGUST** at **6.00pm**
in the **WEST SWINDON LIBRARY**



Joyce Holman
Transitions Parish Clerk

AGENDA

Public Questions, Comments or Representations (**maximum of 10 minutes**).

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 18 May 2017.
3. **SCHOOL CROSSING – HAZELWOOD ACADEMY**
To consider a request to joint fund a school crossing patrol at Hazelwood Academy, Toothill. School report attached. Email from Toothill Big Local attached.
4. **PAVEMENT PARKING**
To consider the Parish Council's position in relation to pavement parking. Report from the Parish Manager attached.
5. **TREE MAINTENANCE UPDATE**
To consider funding tree maintenance costs – update from the West Swindon Parish Manager as circulated.

6. **PLANNING REPORT**

Parish Manager's report attached. Planning Applications to consider

S/HOU/17/1040

3 Beaumaris Road, Toothill SN5 8LW

Conversion of garage into habitable space and erection of a garage and carport.

S/17/1080

The Harvester West Swindon Centre
Whitehill Way SN5 7DL

Installation of ventilation

S/HOU/17/1131

15 Ransome Close, Shaw SN5 5SE

Erection of a two storey side extension

S/HOU/17/1146

12 Friesian Close, Ramleaze SN5 5RA

Erection of a two storey front extension

S/17/1142

Unit 100, Welton Road Westlea
SN5 7XP

Erection of new restaurant unit for flexible use within Class A3/A5, including drive through lane, photo-voltaic panels at roof level, provision of car parking, landscaping, plant and associated works. (Variation of conditions 2, 3 and 14, (implementation of an alternative landscaping scheme) from Planning Permission S/16/0970)

S/HOU/17/1148

11 Bevil, Freshbrook
SN5 8QS

Erection of a conservatory

S/HOU/17/1193

1 Markenfield, Toothill SN5 8AA

Erection of a first floor side extension and construction of vehicle access

S/HOU/17/1256

6 Keycroft Copse, Peatmoor SN5 5AE

Erection of a single storey rear extension

S/HOU/17/1262

9 Plattes Close, Shaw SN5 5SA

Erection of a single storey rear extension

Members of the Planning and Environment Committee:

Nigel Gibbons
Ellen Heavens (Vice Chair)
Vinay Kumar
John Lenton
Timothy Makofu
Nick Martin
Caryl Sydney Smith
Tim Swinyard
Keith Williams (Chair)

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Paula Harrison

From: partnership toothill <toothill.bl2013@outlook.com>
Sent: 14 July 2017 14:40
To: Paula Harrison
Cc: Peter Egan; Kareen Boyd; partnership toothill
Subject: Fw: An organisation application from Toothill Big Local for Lollipop person support for Hazelwood School.

Dear Paula,

Can we ask that you share this information with the West Swindon Parish Council?

We have received this request for a grant of £4000 to partially fund a lollipop person for 2 school years for Hazelwood School in Toothill. As this is not a statutory obligation it satisfies Big Local grant criteria. The amount being requested is 2/3 of the cost (excluding yet TBC employment uplift costs) with the hope from the school that the Parish may be able to contribute the remaining 1/3.

It is our hope to have this application in the public domain and available for community votes by 19-7-2017 (before the end of the school year). Our recommendation is that the amount of the grant application to TBL is £5000 which will provide some leeway for the additional employment costs.

Our question to the parish is when the school's request for the 1/3 funding will be considered and how or if the parish wish us to make mention of this in the public grant application on our web site? From our perspective we think it's a great idea to show how the parish can work with local organisations to deliver community benefits - we will wait to hear from you before making any public statements re potential parish contributions.

Any questions, please just ask.

Regards, Kareen Boyd on behalf of the Toothill Big Local

From: info@toothillbiglocal.co.uk
Date: 11 July 2017 at 14:50:10 BST
To: info@toothillbiglocal.co.uk, kayliffe@hazelwoodacademy.org
Subject: An organisation application from Toothill Big Local
Reply-To: info@toothillbiglocal.co.uk



Dear Kate Ayliffe

We are delighted to confirm that your grant application has been set up and has completed **Stage 1** of the process.

As soon as you login to toothillbiglocal.co.uk, you will see your personal Dashboard which contains a list of your applications. These won't be visible to the general until **Stage 2** of the application process has been completed.

Your Next Stages...

2. The Toothill Big Local Team then check that all is ok with the Big Local rules and set the appropriate community support target for your application.

This all happens at our Toothill Big Local committee meetings held in the middle of each month, following which we'll be in touch with you. We'll work with you to iron out any questions that may come up or if there are any Big Local restrictions we can explain and discuss alternatives. If all is OK we'll let you know the community support target number for your application and when this will be open for votes.

3. Grant application goes live on toothillbiglocal.co.uk for public votes of support

At this point we'll need your bank details. We'll also set funds aside for up to 3 months to let your application gather community support. It's up to you to gather voting support! There are ways to share and publicise your application via our Facebook, Twitter and email links on the website. www.toothillbiglocal.co.uk

4. Grant funding is approved (when the community support target is reached)

When your community support target has been reached, we can begin the process of releasing the funding.

Let us know if you need any more help in setting up a grant application or voting for grant applications. We look forward to working with you on this exciting opportunity.

Many Thanks and good luck!

Toothill Big Local team

Below, is a copy of your submitted organisation application.

What would you do to improve Toothill?

""

Group Name - Hazelwood Academy

Aim/Purpose of Group - State Education for 2 to 11 year olds

Address

Stokesay Drive, Toothill, Swindon, SN5 8DR

Phone no - 01793 497250

Email - kayliffe@hazelwoodacademy.org

Charity no. / Group / Organisation Name - 1125603

Does your group provide a service? - Yes

Is this service free at the point of delivery? - Yes

Aim of this project? - To provide a crossing warden on Stokesay Drive at the start and end of the school day, to minimise the risk to children and other members of the community who need to travel this route on their way to school.

Is this for a Bursary for an individual? - No

Does it include purchase of assets? - No

Does it include provision of service? - Yes

Is this service free at the point of delivery? - Yes

Does it include running costs? - Yes

Tell us more about your project!

1. Where is the project? - en Toothill

2. How long will it last? - 2 years +

3. How often will it happen? - other

4. How many residents will benefit? - 300+

Nearly there, we just need a few details about the finances of your project.

1. What is the total cost of your project? £6000

2. Contributions from your group - £0

3. Grants from anywhere else - £2000

4. Gran application amount - £4000

5. Is this project dependent on TBL Grant - Yes

6. Please complete the table below with details about your projects finances - I need help with filling this in

Item	Value	VAT incl?
Salary, training, insurance of warden	6000	No
		[[+grp_table_vat_2]]
		[[+grp_table_vat_3]]
		[[+grp_table_vat_4]]
		[[+grp_table_vat_5]]

Do you understand VAT implications? - Yes - I am aware

Please check below to confirm that you are aware of these points - Agreed

Contact about other Toothill Big local activities and projects - Yes

Sign up to newsletter - No

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Hazelwood Academy Road Safety Exposure Report - 20th June 2017

Background

The crossing warden allocated to Hazelwood retired in February 2017 and was not replaced by Swindon Borough Council. At that time the school was informed by Jane Deeley, the Road Safety Officer at the Council, that there is a recruitment freeze and that surveys were being commissioned at all vacant and active sites in the coming weeks. The school has been told that once these are complete a report will go to the Cabinet Member for Transport for a decision to be made about how to proceed. We are now 5 months further on with no resolution in sight.

Issue

The road outside the entrance to Hazelwood Academy, Stokesay Drive, is very busy at the start and end of the school day, and other than a dropped curved and flashing warning lights on Stokesay Drive and Flint Hill (which tend to be ignored as they are partially hidden by foliage and on for long durations), there is no safe crossing point. This road has become a shortcut for drivers wishing to avoid queues on Tewkesbury Way.

In addition, the location of the local One-Stop Shop means there are regularly very large, heavy lorries making deliveries to the car park directly opposite the school pedestrian entrance.

Since the retirement of the crossing warden, besides the numerous accounts from parents of speeding drivers and careless parking that we have received, we have had reports of at least two near misses which could so easily have resulted in serious injury or the death of a pupil. On the 16th May a child narrowly escaped being hit by a taxi at the end of the school day. He and his mother were left shaken and distressed at the incident, which was also reported to 101. We have reported cars driving carelessly and at dangerous speeds to the local community police on more than two occasions; however have since been informed by Rory Draper, the community police coordinator that these have not been logged as they don't meet the required threshold.

Actions taken by school

As soon as the school became aware of how dangerous this situation had become we sought the advice of our ward councillor, Steph Exell, who has been working tirelessly towards influencing a resolution to the issue.

The school set up an Informal Action Group consisting of: Councillor Exell; Mr Robin Stagg, Parent; Mrs Julie Collar, Governor; Mrs Suzanne Lloyd, Headteacher; Mrs Kate Ayliffe, Business Manager.

A petition was signed by over 400 members of the school and wider community.

The petition garnered enough support for the case to be heard at a meeting of the full council on 6th April 2017. The headteacher, a school governor, a parent representative attended and participated in the discussion and although there was some support, there was no outcome, and no promise of further action other than the on-going surveys. However, Councillor Keith

Williams requested that he be directly informed by email of any further issues. Following the near miss, he was contacted by a number of concerned parties, however due to a change in role no response was received from him regarding this.

On the 3rd March, the Headteacher and Business Manager met with Rory Draper, Police Community Coordinator. His recommendation was to speak to the Swindon Borough Council Road Safety Officer, with regard to organising volunteer wardens. Having initially requested this information from the Road Safety Officer in March, we have still to be given clear instruction on how this can be accomplished.

Extract from email from Jane Deeley, Road Safety Officer, 14th June 2017

“Further to my recent conversation with Cllr Exell, we have now commissioned traffic surveys at the remaining Crossing Patrol sites, and these are due to take place over the next couple of weeks. The results of these surveys, together with those from the vacant sites will be used to inform decisions about the service in the future.

We are not in a position to recruit new staff to fill existing vacancies at present. This budget position was agreed by Cabinet at their meeting in February this year, requiring a budget saving in this area in order to help relieve the wider financial pressures on the Council.

To date, I have been unable to confirm SBC policies on using unpaid volunteers for such a role, partly due to other work deadlines. However, national guidelines make it clear that Patrols do not need to be paid employees, but legally they must be appointed by or on behalf of the council. As discussed, there are potential issues around commitment of volunteers, insurance responsibility and maintenance of required service standards. Parents and schools need to be confident that there will be someone on duty as expected every day, rain or shine and as the Highway Authority, we have an obligation to ensure that any volunteer is acting lawfully at all times. This is something I will need to investigate further when I return from leave so that we can advise schools accordingly.”

On the 14th June the Chair of Governors, Julie Nurden wrote to Robert Buckland MP, requesting his assistance in expediting a solution to this situation. To date we have not received a response.

Steph Exell and Kate Ayliffe met with Suzanne Coles, Traffic Manager at Swindon Borough Council on 20th June, where a greater understanding was gained of the process regarding the traffic surveys, analysis of the data and decision making process. However, there was still no specific timescale for an absolute decision. Suzanne has agreed to keep the school informed of progress.

Summary

As a school, with the safeguarding of our children at the heart of everything we do, we are extremely concerned at the high level of risk posed to our pupils and other members of our community due to the lack of safe crossing facilities on Stokesay Drive. Other schools in the area have a number of measures, including zebra crossings, road calming measures and crossing wardens, whilst our pupils are left exposed.

We are concerned that it will take a serious injury or even a death to get the Borough Council to act on this issue.

WEST SWINDON PARISH COUNCIL

Planning & Environment Committee

Resident Parking Issues

1 Introduction:

- 1.1 The West Swindon Parish Council receives requests from residents to tackle issues relating to residential parking. These include parking on verges, pavements, turning circles and obstructions to dropped kerbs and sight lines.
- 1.2 At the West Swindon Forum in the past, both Swindon Borough Council and Police Officers have attempted to promote local understanding on the distinction between different powers. Civil Parking Enforcement is the name given to the transfer of powers from the Police to local authorities for enforcing parking contraventions. This is made possible by the Traffic Management Act 2004 and includes Statutory Guidance and Operational Guidance to Local Authorities as to how it should be managed and the subsequent appeal process for the Penalty Charge Notices (PCN) issued.
- 1.3 Civil Enforcement Officers (CEOs) within Swindon Borough Council enforce parking restrictions using powers issued by the Secretary of State under regulations within the Traffic Management Act 2004. The police are responsible for illegal offences, such as dangerous parking and obstruction. CEOs patrol all streets with pay and display parking, double yellow lines and other parking restrictions.
- 1.4 The Parish Council has no direct enforcement powers in relation to these types of issues. In some areas, Parish Councils have given funding to CEO posts or purchased additional hours to boost the enforcement coverage in their area. The CEO's remain employees of the local authority and the issue of PCNs is still undertaken by the local authority.

2. Parish Council Options:

- 2.1 The West Swindon Parish Council currently investigates reports of persistent problematic parking and passes reports to the relevant services responsible e.g. Police, highways enforcement, Housing Services and parking enforcement. The Parish Council could be more proactive and consider other options.
- 2.2 The West Swindon Parish Council could form a partnership arrangement with Swindon Borough Council on a fixed period or contract basis to provide additional enforcement resources to tackle key issues that have been identified e.g. parking around schools, double yellow lines etc.
- 2.3 The West Swindon Parish Council could respond to reports by producing a letter or flyer that can be distributed by Parish Councillors as appropriate – particularly in response to pavement parking. An example letter and posters are attached.

- 2.4** Local authorities (in England) can make an order prohibiting parking on the pavement. Where this is the case, then there are signs which clearly point out on a particular road where parking on the pavement is specifically prohibited. The penalty for contravening this will be a fixed penalty notice. The West Swindon Parish Council could investigate options with Swindon Borough Council to use Traffic Regulation Orders (TRO) to restrict parking on pavements in this way. TROs are time consuming and expensive.

3. Recommendations

- 3.1** That Councillors consider the options 2.2 to 2.4 for the West Swindon Parish Council and instruct the Parish Manager to take action as appropriate.

Paula Harrison
Parish Manager

West Swindon Parish Council
c/o West Swindon Library
Link Centre
Whitehill Way
Swindon
SN5 7DL

DATE:

Dear Resident

Re: Parking on Pavements

The West Swindon Parish Council is working in partnership with Wiltshire Constabulary and Swindon Borough Council to promote a clean and safe area for the residents of West Swindon.

The Parish Council has become aware that a number of cars are regularly parking on the pavement in this area.

Moving around safely on pavements is essential for blind and partially sighted people. Inconsiderately parked vehicles can cause a hazard and restrict the freedom of many people with sight or mobility difficulties, and residents with prams, pushchairs and mobility scooters who also need to use pavements without worrying about obstacles that might be blocking the way.

If cars do not leave enough space, or there are other obstacles, pedestrians may have to walk out into the road to be able to get past and this obviously means they will be at risk of being hit by other traffic.

We believe that all residents in West Swindon should be able to move around safely and independently. The perception of danger caused from an obstruction can reduce the confidence to go out independently.

We would appreciate your cooperation in considering the needs of other local residents when parking your vehicle.

Yours sincerely,



PLEASE PARK WITH CONSIDERATION

**NOBODY SHOULD BE FORCED
OUT INTO THE ROAD**

Living Streets is the UK charity for everyday walking. We want to create a walking nation, free from congested roads and pollution, reducing the risk of preventable illness and social isolation and making walking the natural choice. We believe that a walking nation means progress for everyone.

WWW.LIVINGSTREETS.ORG.UK

Living Streets (The Pedestrians Association) is a Registered Charity No. 1108448 (England and Wales) and SC039808 (Scotland), Company Limited by Guarantee (England & Wales), Company Registration No. 5368409. PC11





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WEST SWINDON PARISH COUNCIL

Planning & Environment Committee

Planning Applications

1 Introduction:

- 1.1 The West Swindon Parish Full Council is a consultee for planning applications in the West Swindon Parish.

2. Planning Applications to be examined:

- | | | |
|-----|--|---|
| 2.1 | S/HOU/17/1040
3 Beaumaris Road, Toothill SN5 8LW | Conversion of garage into habitable space and erection of a garage and carport. |
| 2.2 | S/17/1080
The Harvester West Swindon Centre
Whitehill Way SN5 7DL | Installation of ventilation |
| 2.3 | S/HOU/17/1131
15 Ransome Close, Shaw SN5 5SE | Erection of a two storey side extension |
| 2.4 | S/HOU/17/1146
12 Friesian Close, Ramleaze SN5 5RA | Erection of a two storey front extension |
| 2.5 | S/17/1142
Unit 100, Welton Road Westlea
SN5 7XP | Erection of new restaurant unit for flexible use within Class A3/A5, including drive through lane, photo-voltaic panels at roof level, provision of car parking, landscaping, plant and associated works. (Variation of conditions 2, 3 and 14, (implementation of an alternative landscaping scheme) from Planning Permission S/16/0970) |
| 2.6 | S/HOU/17/1148
11 Bevil, Freshbrook
SN5 8QS | Erection of a conservatory |
| 2.7 | S/HOU/17/1193
1 Markenfield, Toothill SN5 8AA | Erection of a first floor side extension and construction of vehicle access |

- | | | |
|------|--|--|
| 2.8 | S/HOU/17/1256
6 Keycroft Copse, Peatmoor SN5 5AE | Erection of a single storey rear extension |
| 2.9 | S/HOU/17/1262
9 Plattes Close, Shaw SN5 5SA | Erection of a single storey rear extension |
| 2.10 | S/HOU/17/1263
11 Tye Gardens, Grange Park
SN5 6ES | Erection of a single storey rear extension |

3. Planning Decisions

The following decisions are available to view on file.

- | | | | |
|-----|---|---|---------------------------|
| 3.1 | S/EIA/16/0495/RM
Former Landfill Site
Galton Way
Kendrick Industrial Estate | Request for Environmental
Impact Assessment (EIA)
Screening Opinion for proposed
solar farm. | EIA SCREENING
OPINION/ |
| 3.2 | S/EIA/16/0497/RM
Former Landfill Site
Galton Way
Kendrick Industrial Estate | Request for Environmental
Impact Assessment (EIA)
Scoping Opinion for proposed
solar farm. | EIA SCOPING
OPINION/ |
| 3.3 | S/HOU/17/0905/CHHO
11 Ripple Field
Freshbrook
SN5 8NE | Erection of a detached garage. | GRANTED/ DEL |
| 3.4 | S/HOU/17/0794/CHHO
3 Cavie Close
Nine Elms
SN5 5XD | Erection of single storey side and
rear extensions. | GRANTED/ DEL |
| 3.5 | S/ADV/17/0053/SASM
KFC
Welton Road
Westlea
SN5 7XP | Display of various illuminated and
non-illuminated signage. | GRANTED/ DEL |
| 3.6 | S/17/0737/RA
Minerva House
800 Welton Road
Westlea
SN5 7XS | Alterations to the external
appearance of building and re-
location of the refuse store. | GRANTED/ DEL |

4. Recommendations

- 4.1** Comments and observations of the West Swindon Parish Council are recorded.

Paula Harrison
Parish Manager