

WEST SWINDON PARISH COUNCIL

16 August 2017

Dear Councillor

You are formally **summoned** to attend a meeting of the
WEST SWINDON PARISH COUNCIL
to be held on **Monday 21st August 2017** at **6.30pm**
at **WEST SWINDON LIBRARY**



Joyce Holman
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. **Minutes of the previous meetings**
To confirm as a true record the minutes of the Parish Council meeting held on 24 July 2017.
4. **Minutes of the Leisure & Amenities Committee**
To receive Recommendation (Minute 104) that the Council approves expenditure of £10,000 to spring bulb planting schemes determined by the Leisure and Amenities Committee.

To confirm and adopt the minutes of the Leisure & Amenities Committee meeting held on Wednesday 2nd August 2017.
5. **Minutes of the Planning & Environment Committee**
To confirm and adopt the minutes of the Planning & Environment Committee meeting held on Monday 14 August 2017.
6. **Minutes of Finance and Staffing Committee**
To receive Recommendation (Minute 114) to approve an amendment to the West Swindon Parish Council Financial Regulations adopted on 18 May 2017 as follows under *Section 6*.

Instructions for the Making of Payments

6.o. Any corporate credit card opened by the Council will be specifically restricted to use by the Parish Manager and/or Clerk/RFO and will also be restricted to a single transaction maximum value of £1000.

6.p. Transactions and purchases made using the corporate credit card will be reported to the council and shall be subject to automatic payment in full at each month-end.

To receive Recommendation (Minute 115) to approve the *Licence to Occupy the West Swindon Library Premises* at a cost of £9,000 per annum.

To confirm and adopt the minutes of the Finance and Staffing Committee meeting held on Monday 14 August 2017.

7. Update from Swindon Borough Councillors

To receive information and updates from Swindon Borough Councillors present.

8. Reports from Parish Council Representatives

To receive reports from any Councillors who have represented the West Swindon Parish Council since the last Full Council Meeting.

9. Report from the Chair

The Chair to report to the Committee on any meetings or representation undertaken on behalf of the West Swindon Parish Council

10. Website

To receive a report confirming costs for the website and to agree the preferred provider.

Members of the West Swindon Parish Council:

Cllr Matthew Courtliff
Cllr Stephanie Exell
Cllr Suresh Gattapur
Cllr Nigel Gibbons
Cllr Ellen Heavens
Cllr Vinay Kumar
Cllr John Lenton
Cllr Timothy Makofu
Cllr Nick Martin
Cllr Mary Martin
Cllr Peter Stoddart
Cllr Tim Swinyard
Cllr Caryl Sydney Smith
Cllr Matt Walker
Cllr Keith Williams

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.

WEST SWINDON PARISH COUNCIL

Minutes of the
WEST SWINDON PARISH COUNCIL MEETING
on **MONDAY 24 JULY 2017** at **6.30pm**
at **WEST SWINDON LIBRARY**

Present:

Cllr Nigel Gibbons (Chair)
Cllr Nick Martin (Vice-Chair)
Cllr Matthew Courtliff
Cllr Stephanie Exell
Cllr Vinay Kumar
Cllr John Lenton
Cllr Timothy Makofu
Cllr Mary Martin
Cllr Tim Swinyard
Cllr Caryl Sydney Smith
Cllr Matt Walker

Officers:

Joyce Holman (Parish Clerk)
Paula Harrison (Parish Manager)

Public: Seventeen

Public Session:

A resident asked about Parish Council grants. The Parish Clerk indicated that an application form would be sent out. Section 137 payments allow for grants that directly benefit people who live in the Parish.

A resident asked for the West Swindon Parish Councillors to give an update on letters, emails or phone calls they have conducted on behalf of the parish in support of their allowances. The Chair indicated that not all Councillors were claiming an allowance. A request would be circulated to Councillors for this information and it would be a matter of personal choice how they choose to respond.

A resident asked if attention could be given to Toothill pond as it is more of a muddy pool than a pond. The Chair indicated that advice from the Environment Agency was to leave local habitats alone.

A resident indicated that they had reported overgrown hedgerows and brambles along Tregoze Way at the last Full Council meeting but it had not been dealt with. The Chair confirmed that this matter had been reported but would be followed up.

86. Apologies

Cllr Suresh Gattapur
Cllr Ellen Heavens
Cllr David Stoddart
Cllr Keith Williams

87. Declarations of Interest & Applications for Dispensation

Cllr Tim Swinyard - Dressability. (Cllr Swinyard declared a personal interest and took no part in the voting thereon).

88. Minutes of the previous meeting

RESOLVED that the minutes of the Parish Council Meeting held on Monday 26 June 2017 be confirmed and adopted.

89. Minutes of the Planning and Environment Committee

Cllr Walker asked about the progress on the request made by Hazelwood School. The Chair confirmed that this would be on the agenda of the next meeting of this Committee.

RESOLVED that the minutes of the Planning & Environment Committee Meeting held on Monday 3 July 2017 be confirmed and adopted.

90. Minutes of the Leisure and Amenities Committee

RESOLVED that the minutes of the Leisure and Amenities Committee meeting held on Wednesday 5 July 2017 be confirmed and adopted.

91. Minutes of Finance and Staffing Committee

RESOLVED that Recommendation in (Minute 83) to purchase of the RBS Software at £3076.80 be approved.

RESOLVED that Recommendation in (Minute 84) to fund the adjustment works to the Parish Office at an estimated £2382.00, with delegation to the Chair and Parish Manager to agree small additions to those works up to £1,000 be approved.

RESOLVED that Recommendation in (Minute 85) for the subscription to WALC and NALC at £2940 be approved

RESOLVED that the Finance and Staffing Committee meeting held on Monday 17 July 2017 be confirmed and adopted.

92. Update from Swindon Borough Councillors

Cllr Tim Swinyard updated that the clean up of the underpass by Whitehill Way/Windmill Hill Business Park had been effective and was open to pedestrians. The Whitehill Way lane closure would remain in place for at least a month but possibly longer. A Traffic Engineer would review at peak flow times.

Cllr Steph Exell stated that it might be helpful for Parish Councillors to speak with the Swindon Borough Council Ward Councillors on ongoing issues as often work is already

underway and issues could be resolved more quickly.

Cllr Gattapur had raised issues relating to Oxford Brookes University and residents' concerns about parking. The University had set up a working party with Ward Councillors and other businesses in the Delta Park. They had been looking at options for residents parking in the evenings and reviewing the safety aspects of the estate with the assistance of Highway Officers at Swindon Borough Council. Cllr Exell indicated that plans would be sent to Westlea Residents Association to get an input before any Traffic Regulation Orders are initiated. KFC remains a concern but has satisfied Highways as part of the Planning process.

Cllr Mary Martin reported that a bid to get funding for a detailed assessment of achieving better throughput on Mead Way had gone in and the results should be known in a few weeks. Active meetings with traffic management were scheduled for when events are planned at Steam or the Outlet Village to consider the effect on West Swindon and avoiding gridlock. A range of temporary measures have been considered such as opening the bus gates and ideas for management are in place. Junction 16 improvements are going to plan and the contingency has not been used. Works are in the plan for Mannington Roundabout with an additional bus lane into town. The experts believe it will reduce congestion at the roundabout. Peatmoor has been a deadspot for Broadband but is in scope with an extra mast at the Chinese Experience. Residents can access this through commercial providers such as Relish.net. Progress is underway with extended opening hours in libraries, technology to support this is currently being installed.

Cllr Matthew Courtliff updated that pavement parking was an ongoing issue which has been taken up by Swindon Borough Council to be tackled borough wide.

93. Reports from Parish Council Representatives

None.

94. Report from the Chair

The Chair reported that he attended a meeting with Mr Kevin Fisher from Lydiard Park Heritage Trust and Shaw Residents Association. They discussed a number of issues such as development areas, litter and Shaw Village Centre. It is planned to retain effective communication links with the Parish Council.

The Chair asked Parish Councillors if anyone had nominations for the Chair's Charity. Cllr Sydney Smith nominated Dressability at Westmead and the Chair nominated Guide Dogs for the Hard of Hearing/Deaf.

RESOLVED that the charities to be promoted and supported as the Chair's Charities are Dressability and Hearing Dogs for Deaf People.

95. Services Working Party

The Parish Manager set out a terms of reference for a Services Working Party, a copy of which appears as **Appendix A** in the Minute Book.

Cllr Mary Martin abstained as Swindon Borough Council, Cabinet Member for Communities and Place.

RESOLVED that the Council creates a Services Working Party. Cllr Swinyard, Cllr Gibbons, Cllr Kumar, Cllr Courtliff and Cllr Sydney Smith agreed as nominations to the Services Working Party.

96. **Mod.gov.**

The Parish Manager circulated a report that set out the costs associated with setting up mod.gov. for the Parish Council, a copy of which appears as **Appendix B** in the Minute Book. Cllr Walker suggested that Google Docs could fulfil a similar function. Cllr Swinyard suggested that the website would also meet most local demands in terms of access to documents.

RESOLVED that the Parish Manager to check what Swindon Borough Council might assist with to support the Parish link with mod.gov, and, that the Parish Council continues to look at alternative methods for the public to download documents.

97. **Website**

Cllr Gattapur's report on a website specification was circulated. It was agreed that since the Parish Council had reviewed what it required from a website and had captured those basic requirements, that the previous companies who had provided quotes were contacted again to see if they wished to revise their previous quote.

RESOLVED that the Parish Manager circulates the website specification to the relevant companies to check against previous quotes.

The meeting closed at 7.27 pm

Signed.....

Date.....

Chair of the Council

WEST SWINDON PARISH COUNCIL

Minutes of the
LEISURE AND AMENITIES COMMITTEE
on **WEDNESDAY 02 AUGUST 2017** at **6.00pm** at **WEST SWINDON LIBRARY**

Present:

Cllr Matthew Courtliff (Chair)
Cllr Matt Walker (Vice Chair)
Cllr Nigel Gibbons
Cllr Timothy Makofu
Cllr Mary Martin
Cllr Nick Martin
Cllr Caryl Sydney Smith

Officers:

Paula Harrison (Parish Manager)

Public: Seven

PUBLIC SESSION:

A resident thanked the Councillors for the new automatic doors to the library and asked if similar doors could be installed at the entrance to the Link Centre. The Chair stated that this request would be reported to the Link Centre Manager.

A resident reported that bins on Tallis Walk were well used and had been reported for emptying. Bin no. W024 requires a larger bin receptacle. The Chair stated that this request was noted for the discussion on litter bins.

A resident reported that the bus stop on Wilmot Close for buses 1 and 1A are frequently used by visitors to Lydiard Park and have litter issues. The Chair stated that this request was noted.

A resident suggested that bins by schools and bus stops would be helpful. The Chair stated that this request was noted.

A resident reported that a coordinated work programme between litter/street cleaning teams and the grass cutting teams would produce a more effective result and avoid litter being shredded by the grass cutting vehicles. The Chair stated that this would be reported to the relevant team managers.

A resident requested a more visible presence at public meetings and forums of the local police team. The Chair asked the Parish Manager to report this request to the police team.

A resident reported that another Parish had experienced a threat from a member of the public and asked Councillors to consider security as part of the arrangements for the Parish Office. The Chair confirmed this was underway.

6.13 pm Cllr Gattapur joined the meeting.

98. Apologies

Cllr Ellen Heavens
Cllr Vinay Kumar
Cllr Tim Swinyard

99. Declarations of Interest & Applications for Dispensation

None

100. Logo Competition (Minute 73)

The Parish Manager reported to Councillors that there were a range of options for trophies and plaques. Councillors identified a number of options priced around £16-£20.

RESOLVED that the options for plaques and trophies are noted. Councillors to defer a decision until the competition is completed and a design is chosen.

101. Noticeboards (Minute 74)

The Parish Manager reported that Property Services had allocated an officer to review the Village centre sites.

RESOLVED that a meeting is set up with Property Services for Freshbrook Village Centre site and Shaw Village Centre. Cllrs Courtliff, Gibbons, N Martin and Sydney Smith be invited to attend the site visits.

102. Review of Litter Bins (Minute 75)

Councillors discussed a range of locations that had been identified to potentially benefit from additional bins. Councillors agreed that larger bin receptacles such as the fixed standing dual purpose bins were a good design. Consideration was given to the potential of recycling options in busy locations.

RESOLVED that:

- a) The Parish Manager to collate the locations identified for new or replacement bins
- b) The Parish Manager to report on costs relating to new or replacement bins and the costs of servicing new bins
- c) The Parish Manager to investigate sponsorship options

103. Belsay Fencing Request (Minute 76)

The Parish Manager circulated two quotes, a copy of which appears as **Appendix A** in the Minute Book.

RESOLVED that the Parish Manager to seek two other comparative quotes and report an update to the next meeting.

104. Planting

The Parish Manager circulated a quote from Streetsmart for replacement bedding plants along the Wootton Bassett Road central reservation, a copy of which appears as **Appendix B** in the Minute Book.

Mr Martin Hambidge, Streetsmart joined the meeting. Mr Hambidge reported to Councillors on options for spring planting.

RESOLVED that

- a) The Parish Manager initiate requests to neighbouring Parishes to part fund Wootton Bassett Road planting.
- b) The Parish Manager works with Martin Hambidge, Streetsmart, to identify schemes within the budget allocated, and reports back to the next meeting.

RECOMMENDED that the Council approves expenditure of £10,000 (£5,000 from the Parish *New Planting* budget and £5,000 from *New Planters* budget) to spring bulb planting schemes as determined by the Leisure and Amenities Committee.

105. Play Areas

Mr Martin Hambidge, Streetsmart reported to Councillors that a third of play area stock was within the West Swindon Parish. The condition of each play area would vary depending on age and use. Mr Hambidge advised Councillors to consider whether sites gave good quality play value. Streetsmart undertake the weekly inspections and would highlight any significant concerns to the Parish. Tumpy Field would have been the next on the list for refurbishment in West if the Borough Council's refurbishment programme had continued. £75,000 would be a reasonable budget to do a good refurbishment. Mr Hambidge advised that each play area would need consideration in its own right and in some instances closure or changing the type of amenity may be the right course of action. Councillors considered the play area inspection reports. Mr Hambidge suggested speaking to other neighbouring parish councils about jointly commissioning annual inspections. Councillors discussed different types of play and recreation provision such as outdoor gym equipment.

RESOLVED that Mr Hambidge would circulate a definitive list of play areas and condition of assets for future discussion

Meeting closed at 7.22 pm.

Signed:
Chair, Leisure and Amenities Committee

Date:

WEST SWINDON PARISH COUNCIL

Minutes of the
PLANNING & ENVIRONMENT COMMITTEE
on **MONDAY 14 AUGUST 2017** at **6.00pm** at **WEST SWINDON LIBRARY**

Present:

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

Officers:

Paula Harrison (Parish Manager)

Public: Seven

Public Session:

Kareen Boyd representing Toothill Big Local asked What is the Scope, objectives, timings and desired outcome of the Asset Working Party and the Chair's role? How much Borough Council and/or Parish funded resource the Asset Working Party can call upon e.g., planning, architecture, project management and community engagement to assist the Toothill Community Centre Committee? When will the Asset Working Party Chair be providing links to, or copies of, the Charities Commission's recent visits and findings? The Chair advised that a written response would be provided to Toothill Big Local.

Kevin Fisher representing Shaw Residents Association asked Who is responsible for the maintenance of Shaw Village Centre? If it is owned by Swindon Borough Council, who is overseeing any contract maintenance work? Is there money going in to maintain it? For example, the recent quality of the replacement block paving which took a very long time to be done, has been done very poorly. We need to know where to put the pressure for better maintenance. The Chair stated that work would be undertaken to clarify the relationships and responsibilities. A reply will be provided shortly.

A resident asked that as part of the discussion on pavement parking, could there also be a focus on illegal and obstructive parking around schools. The Chair stated that this would be considered as part of that item on the Agenda.

Mr Brooks, Crawford Close provided information about tall trees on the boundary of his property. Despite many attempts, Mr Brooks reported that Swindon Borough Council would not take action as it was too low a priority. The Chair stated that trees will be an ongoing issue as the Council responds to a fraction of the requests for work it receives. The Chair indicated that it would be considered as part of the item on the Agenda.

106. Apologies

Cllr Tim Makofu

107. Declarations Of Interest & Applications For Dispensation

Cllr Nick Martin - Planning Committee. (Cllr Martin declared an interest as a Swindon Borough Councillor and took no part in the discussions thereof.)

108. School Crossing Hazelwood Academy

The Chair stated that a report from the School and Toothill Big Local had been circulated. A copy of which appears as **Appendix A** in the Minute Book. The Chair summarised the non replacement of the retired school crossing patrol person. Joint work had been undertaken to work on options available including a petition to the Highways Committee. Councillors discussed the proposal that the Parish Council part fund a new school crossing patrol person. The Chair summarised three options; Option 1, the Parish does not fund, Option 2, the Parish grants £1,000 (capped) or Option 3 the Parish agrees match funding based on the school's contribution.

RESOLVED that

- a) the Parish Manager works with Hazelwood Academy and Toothill Big Local to determine exact costs and funding sources with a report to this Committee.
- b) Costs are identified for a zebra crossing in this location

109. Pavement Parking

The Parish Manager circulated a report, a copy of which appears as **Appendix B** in the Minute Book. Councillors considered options to address pavement parking issues. Councillors agreed that action could be undertaken for a trial period. Councillors agreed that any flyer or letter should be distributed by Parish Councillors or Parish Officers. The flyer should include space to write the number plate of offending vehicles. Work would be undertaken to monitor whether there is a positive impact and to review whether paper flyers are creating litter. Information will be collated by the Parish Manager and reported to a future meeting.

RESOLVED that

- a) A low cost flyer from West Swindon Parish Council is agreed and produced
- b) Targeted use of the flyer for 3 months on Crawford Close and Langstone Way
- c) Councillors to complete a report log to summarise activity the week before the trial, number of vehicles during the trial and level of repeat parking offenders.

110. Tree maintenance

The Parish Manager gave a verbal update on costs to reduce trees at Paulet Close. Councillors debated whether the parish should fund or part fund additional work on trees in public spaces. Cllr Lenton indicated that the quote of £480 from Streetsmart was very competitive, based on responses from other companies who do similar work.

RESOLVED that the Committee approves in principle to part fund up to two thirds of the total Cost (£480) from the Tree Maintenance budget.

111. Planning Report

The Parish Manager submitted a planning report outlining planning applications in West Swindon, a copy of which appears as **Appendix C** in the Minute Book. Councillors agreed the following:

111.1 S/HOU/17/1040 Conversion of garage into habitable space and erection of a garage and carport.
3 Beaumaris Road, Toothill
SN5 8LW

RESOLVED: No Objection

111.2 S/17/1080 Installation of ventilation
The Harvester West Swindon
Centre
Whitehill Way SN5 7DL

RESOLVED: No Objection

111.3 S/HOU/17/1131 Erection of a two storey side extension
15 Ransome Close,
Shaw SN5 5SE

RESOLVED: No Objection

111.4 S/HOU/17/1146 Erection of a two storey front extension
12 Friesian Close, Ramleaze
SN5 5RA

RESOLVED: No Objection

111.5 S/17/1142 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)
Unit 100, Welton Road
Westlea
SN5 7XP

RESOLVED: No Objection

111.6 S/HOU/17/1148 Erection of a conservatory
11 Bevil, Freshbrook

RESOLVED: No Objection

111.7 S/HOU/17/1193 Erection of a first floor side extension and construction of vehicle access
1 Markenfield, Toothill
SN5 8AA

RESOLVED: No Objection

111.8 S/HOU/17/1256 Erection of a single storey rear extension
6 Keycroft Copse,
Peatmoor SN5 5AE

RESOLVED: No Objection

111.9 S/HOU/17/1262 Erection of a single storey rear extension
9 Plattes Close, Shaw
SN5 5SA

RESOLVED: No Objection

111.10 S/HOU/17/1263 Erection of a single storey rear extension
11 Tye Gardens,
Grange Park
SN5 6ES

RESOLVED: No Objection

Meeting closed 7.00 pm.

Signed:
Chair, Planning & Environment Committee

Date:

WEST SWINDON PARISH COUNCIL

Minutes of the
FINANCE & STAFFING COMMITTEE
on **MONDAY 14 AUGUST 2017** at 7.00pm at **WEST SWINDON LIBRARY**

Present:

Cllr Nigel Gibbons (Chair)
Cllr Nick Martin (Vice Chair)
Cllr Steph Exell
Cllr Suresh Gattapur
Cllr Vinay Kumar
Cllr John Lenton
Cllr Mary Martin
Cllr Peter Stoddart
Cllr Tim Swinyard

Officers:

Paula Harrison (Parish Manager)

Public: Three

Public Session:

A resident asked if the Parish would consider allocating a budget to secure space in the Link Magazine for a regular editorial. The Chair stated that the Parish would continue to be keen to work with the Link Magazine but had not set aside a specific budget for that.

A resident asked if the payment schedule could be more specific about numbering the Councillor allowances. The Chair stated that the payment represented allowances to six Parish Councillors.

112. Apologies

None.

113. Declarations of Interest and Applications for Dispensation

None.

114. Parish Council Company Credit Card

The Parish Manager stated that the application to Barclays Bank for a Company Credit Card had been approved. The Parish Manager asked Councillors to review proposed changes to the West Swindon Parish Financial Regulations as set out in a report which appears as **Appendix A** in the Minute Book.

RECOMMENDED that proposed for the West Swindon Parish Council Financial Regulations adopted on 18 May 2017 be amended with an addition to the Financial Regulations, under *Section 6. Instructions for the Making of Payments*

6.o. Any corporate credit card opened by the Council will be specifically restricted to use by the Parish Manager and/or Clerk/RFO and will also be restricted to a single transaction maximum value of £1000.

6.p. Transactions and purchases made using the corporate credit card will be reported to the council and shall be subject to automatic payment in full at each month-end.

115. Parish Office

The Parish Manager submitted a draft Licence to Occupy the West Swindon Library Office which appears as **Appendix B** in the Minute Book.

RESOLVED that the draft Licence to Occupy be agreed subject to amendments that state

- a. The Licence Period will start from the date that the office works have been completed and signed off by the Parish Manager and Parish Chair
- b. This Licence will terminate should either party give the other party no less than 3 months notice of its intention to vacate the Premises
- c. This Licence will terminate in the event of fire, flood or other impacts that render the Premises incapable of occupation.
- d. The Parish agrees to keep the internal non-structural parts of the Premises in a state of good decorative repair and condition

RECOMMENDED that Council approve a Licence to Occupy the West Swindon Library Premises at a cost of £9,000 per annum.

The Parish Manager submitted a draft Service Level Agreement proposed for duration of the Licence to Occupy a copy of which appears as **Appendix C** in the Minute Book.

RESOLVED that the draft Service Level Agreement be agreed subject to an amendment that states up to six public meetings per month can take place within the public library space.

116. Payments Schedule

The Parish Manager submitted a Payment Schedule for August 2017, a copy of which appears as **Appendix D** in the Minute Book.

RESOLVED that the Councillors Allowances be approved from the Payroll - *Councillors Expenses* budget as set in the Payment Schedule for August 2017.

Meeting closed 7.16 pm.

Signed:
Chair, West Swindon Parish Council

Date:

WEST SWINDON PARISH COUNCIL

Website

1. Introduction

At Full Council on 24 July 2017, the West Swindon Parish Council agreed a specification for its website.

2. Report Details

- 2.1** The West Swindon Parish Manager has sought costs for the West Swindon Parish Council website based on the specification agreed. The Parish website will be set up with as westswindon-pc.gov.uk domain name. Copies of the estimated costs are attached.
- Gel Studios, Kickstarter website £2,000 plus VAT
 - Doughty Software £600 plus domain registration £60 per annum, email hosting estimated £600 per annum
 - Netmatters £1845 plus VAT website set up only
- 2.2** Doughty Software has created websites for other Parishes in Swindon such as Wroughton Parish Council and Central Swindon North Parish Council. Gel Studios is a well established web provider in Swindon. Netmatters is a self build website provider but is not able to set up a .gov.uk domain name.
- 3. Recommendations**
- 3.1** That the Parish Council considers the quotes received and approves a provider.

**Paula Harrison
Parish Manager**