

WEST SWINDON PARISH COUNCIL

Minutes of the
LEISURE AND COMMUNITIES MEETING
on **MONDAY 06 JUNE 2017** at **6.00pm** at **WEST SWINDON LIBRARY**

Present:

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

Officers:

Paula Harrison (Parish Manager)

Public: 7

Public Session:

Mrs Kiddle asked the Committee if there was an opportunity for the Toothill Street Reps to apply for a grant for a family event on 22nd July. The Chair indicated that the Parish had not set up a grants scheme at present.

A resident asked that if the budget for litter bins was only £1,000, this was unlikely to improve the situation and why wasn't the Parish looking at enforcement. The Chair indicated that a range of responses would be considered as part of the Agenda item later.

Another resident indicated that one of the main problems related to householders flytipping over their garden fences.

Richard Williams – Westlea Church asked for clarification on the status of volunteers with existing equipment. The Chair advised that this would have been transferred over to the Parish so groups would be welcome to continue to use equipment they have on loan. The Chair advised that volunteering would be considered later in the meeting. The Chair asked the Parish Manager to write to KFC and other take away outlets to support the new Parish with work to keep West Swindon clean.

A resident asked if it would be cheaper to turn some grassed areas over to wildflower meadows and therefore reduce the grass cutting pressures. The Chair asked that this be added to an Agenda of a future meeting.

A resident asked if overgrown hedgerows in Toothill could be on the list of the programme in Autumn. The verges in Toothill Park were identified to have grown over the path.

Councillors noted their thanks to Suresh Gattapur, Parish Councillor for Westlea and the work he and volunteers have undertaken around Park Springs in Westlea.

The Chair reported that weed spraying would be getting underway as a part of a widespread programme.

Meeting opened 6.26 pm.

30. Apologies

Cllr Ellen Heavens and Cllr Suresh Gattapur

31. Logo for West Swindon Parish Council

The Parish Manager reported to Councillors that this Committee was responsible for publicity and communications, and as a result could progress the design of a logo for the Parish Council. Councillors agreed it would be helpful to have community feedback and involvement. It was agreed that an open competition could attract interest from the wider community and the end of October should be the closing date to allow for schools to get involved in the Autumn term. It was agreed that the logo would potentially need refining in order to be suitable for printing.

RESOLVED that:

- a) The Parish Manager to send information about a logo competition to the Link magazine.
- b) The Parish Manager to send an invitation to local West Swindon schools.

32. Noticeboards

The Parish Manager submitted a report regarding noticeboards within the Parish a copy of which appears as **Appendix A** in the Minute Book.

RESOLVED that:

- a) The Parish Manager to use the West Swindon Library window as the current Parish Noticeboard.
- b) The Parish Manager to report back to a future meeting more detail on costings, potential site locations in West Swindon village centres and ongoing maintenance costs.

33. Litter bins

The Parish Manager submitted a report on litter bins in West Swindon, a copy of which appears as **Appendix B** in the Minute Book. Councillors agreed that a budget allocation of £1,000 was restricting. Cllr Makofu indicated that Toothill lacked bins and Councillors agreed that consideration needed to be given to the existing provision and whether this is effective or not before identifying potential new sites. Cllr Kumar queried who was responsible for bins on the periphery of Lydiard Park. Councillors agreed that existing litter picking volunteers should be registered with the Parish Council.

RESOLVED that:

- a) The Parish Manager to seek transfer of information and equipment that relates to litter picking volunteers in West Swindon
- b) The Parish Manager to check the capital cost of new bins, cost of installation and/or moving bins and ongoing revenue costs of emptying bins
- c) The Parish Manager to initiate an audit of type, location and usage of existing litter and dog bins
- d) The Parish Manager to investigate sponsorship options and report back to a future meeting of this Committee

34. Trees

The Parish Manager submitted a report detailing current maintenance of trees in West Swindon, a copy of which appears as **Appendix C** in the Minute Book. A case example was considered:

RFS 101003148503 Paulet Close

Reason for request: Tree is obscuring Sky signal.

Swindon Borough Council categorisation: Level 3

Quote for work:

£480 to reduce the height of the tree canopy for a number of years

£880 to remove trees.

Feedback from Streetsmart: *Neighbours of this address have put aerials and sat discs on poles rather than cutting down trees. These trees also act as a sound barrier from the road and this could be a problem.*

Councillors agreed that this was a difficult area of work in terms of responsibilities and liabilities. Councillors agreed that there needed to be a tangible list of circumstances within which the Parish would take action.

RESOLVED that the Tree Officer, Frank Donachie be invited to inform the Parish Council on Swindon Borough Council's position on tree maintenance.

35. Play Areas

Cllr Gibbons indicated that he had a meeting with Cllr David Renard, Leader of Swindon Borough Council on Tuesday 13th June to discuss the leasing of play areas and other assets. This will be updated at the next Full Council meeting.

RESOLVED: that the Parish Manager to circulate a map of play area assets and report on the stock condition to a future meeting.

36. Sports Pitches Strategy

Parish Councillors had received a report regarding Swindon Borough Council's Sports Pitches Strategy, a copy of which appears as **Appendix D** in the Minute Book. The report was noted.

37. Peatmoor Copse

The Parish Manager submitted a report highlighting work to be undertaken at Peatmoor Copse, a copy of which appears as **Appendix E** in the Minute Book. Councillors noted the additional improvement work. Councillors noted the potential improvement work that could be implemented by the Peatmoor Woodland Group.

RESOLVED that:

- a) The Parish Manager to seek clarification on the potential obligations relating to Peatmoor Copse if the Parish Council were to consider its transfer to the Parish
- b) Councillors conveyed their thanks to the Peatmoor Woodland Group.

38. Protocol and Timetable for Volunteer events

The Parish Manager submitted a report on the benefits of setting up a calendar of events, a copy of which appears as **Appendix F** in the Minute Book.

RECOMMENDED that the Parish Manager submits a report to Full Council setting out the volunteer protocol and Calendar of activities.

39. Volunteer Risk Assessment and Safe System of Working

The Parish Manager submitted a draft risk assessment and safe system of working for volunteers, copies of which appear as **Appendix G** in the Minute Book.

RESOLVED that the Volunteer Litter Picking Risk Assessment and Safe System of Working be adopted.

40. Defibrillators

The Parish Manager submitted a report on considerations for installing community Defibrillators, a copy of which appears as **Appendix H** in the Minute Book.

RESOLVED that further investigation be undertaken to establish whether there is a need for additional defibrillators in West Swindon.

41. Bring Recycling Sites

Councillors considered a resident request to reinstate the Bring recycling sites in West Swindon (Asda car park and Freshbrook Village Centre). Councillors agreed that there was ongoing potential for low level flytipping as a result of removal.

RESOLVED that Swindon Borough Council Cabinet Member for Streetsmart be informed that the West Swindon Parish Council requests the reinstatement of the Bring sites.

Meeting closed 7.39 pm.

Signed:
Chair, Leisure and Amenities Committee

Date: