

WEST SWINDON PARISH COUNCIL

07 February 2018

Dear Councillor

You are invited to attend a meeting of the
PLANNING & ENVIRONMENT COMMITTEE
to be held on **MONDAY 12th FEBRUARY 2018** at **6.00pm**
in the **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. **MEAD WAY INFRASTRUCTURE UPDATE**
To update on infrastructure developments for Mead Way
4. **PURTON NEIGHBOURHOOD PLAN**
To receive the Purton Neighbourhood Plan for discussion/comment (copy attached).
5. **WEST SWINDON NEIGHBOURHOOD PLAN**
To receive a report on neighbourhood planning (copy attached).
6. **SALT BINS**
To receive a report on salt bins in West Swindon (copy attached).
7. **LYDIARD HOUSE AND GARDENS REPRESENTATIVE**
To nominate a representative for the Parish Council in response to the Essential Setting agreement
8. **SHAW VILLAGE CENTRE**
To receive a letter from Shaw Residents Association regarding maintenance at Shaw Village Centre.

9. LITTER

To discuss litter issues in West Swindon (Cllr Heavens)

10. PEATMOOR COPSE

To receive a verbal update on Peatmoor Copse.

11. ROUNDAABOUT SPONSORSHIP

To receive an update on roundabout sponsorship arrangements (copy attached).

12. GROUNDS MAINTENANCE REPORT

To receive an update report from Streetsmart on Grounds Maintenance (copy attached).

13. PLANNING REPORT

Parish Manager's report attached. Planning Applications to consider:

S/HOU/18/0142/FELY	23 Cabot Drive Grange Park SN5 6HG	Erection of two storey front and side extension conversion of garage into habitable space.
S/HOU/18/0162/PEKO	2 Parham Walk Grange Park SN5 6EQ	Erection of single storey rear and side extension
S/LDP/18/0161/LZWI	25 Rochford Close Grange Park SN5 6AB	Certificate of lawfulness (Proposed) for the erection of a single storey rear extension.
S/HOU/18/0170/PEKO	3 Selby Crescent Freshbrook SN5 8PE	Erection of single storey side and rear extensions.
S/HOU/18/0197/FELY	23 Lisle Close Grange Park SN5 6BX	Erection of a two storey side/ front extension.
S/HOU/18/0195/LZWI	16 Winlaw Close Shaw SN5 5WX	Erection of a single storey front extension.
S/HOU/17/2095	59 Belsay, Toothill SN5 8HD	Erection of a single storey side extension (revised wording)
S/17/1879	Mannington Depot, Mannington Depot Service Road Mannington Swindon	Installation of a battery-based electricity storage facility together with transformer, parking area, CCTV, landscaping, fencing with associated infrastructure and

equipment (revised documents).

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.

WEST SWINDON PARISH COUNCIL

Minutes of the

PLANNING & ENVIRONMENT COMMITTEE on MONDAY 8 JANUARY 2018 at 6.00pm at WEST SWINDON LIBRARY

Present:

Cllr Nigel Gibbons
Cllr Vinay Kumar
Cllr John Lenton
Cllr Caryl Sydney Smith
Cllr Keith Williams (Chair)

Officers:

Paula Harrison (Parish Manager)

Public: None

Meeting opened 6.02 pm.

257. Apologies

Cllr Ellen Heavens (Vice Chair)
Cllr Tim Makofu
Cllr Nick Martin
Cllr Tim Swinyard

258. Declarations Of Interest & Applications For Dispensation

None

259. Enhanced Tree Team

Councillors considered a report from the Parish Manager setting out priorities for an enhanced service on trees and tall hedges, a copy of which appears as **Appendix A** in the Minute Book.

RESOLVED that the Parish Manager liaises with Streetsmart as follows:

- West Swindon Parish Council agrees a Service Level Agreement for enhanced tree work.
- That work is agreed with the Parish Manager as part of a joint work programme, and is aimed to improve long term maintenance of shrubs, hedges and trees.
- The work programme adheres to the West Swindon Parish Council's Tree Policy.

260. Planning Report

Councillors noted the Planning Report, a copy of which appears as **Appendix B** in the Minute Book.

Councillors agreed the Planning Applications as follows

- 260.1** S/HOU/17/2031 Erection of two storey side/rear extension
4 Poynings Way
SN5 6EL

RESOLVED: No objection.

- 260.2** S/HOU/17/1997 Erection of conservatory
The Firs
16 Old Shaw Lane
SN5 5PH

RESOLVED: No objection.

Meeting closed 6.18 pm.

Signed:
Chair, Planning & Environment Committee

Date:

WEST SWINDON PARISH COUNCIL

Planning & Environment Committee

Neighbourhood Plans

1. Background

- 1.1 A Neighbourhood Plan is a formal Planning document that sets out planning policies for the neighbourhood area – planning policies are used to decide whether to approve planning applications. It is written based on feedback from the local resident and business community. It is meant to be a tool to ensure the community gets the right types of development, in the right place.
- 1.2 A number of Parishes in Swindon have created a Neighbourhood Plan including South Marston, and Wroughton and others are in the process of doing so such as Stratton St Margaret Parish Council.
- 1.3 Swindon Borough Council will support a Parish Council that wishes to go through the process. Each neighbourhood plan is different so they can take very different timeframes to complete the process. It is usually at least two years, but is probably more often three to four years.
- 1.4 In areas such as West Swindon, where there is a limit of vacant open space, it is generally advisable to consider whether existing Planning documents such as the Local Plan already provides sufficient representation of residents views, and that a distinct neighbourhood plan would only serve as duplication or whether a simpler document is more appropriate.
- 1.5 If the Neighbourhood Plan is likely to impact significantly on business interests, this would need to be acknowledged early on to allow for consideration of the need to create a Business Neighbourhood Plan.

2. Detail

- 2.1 A range of resources are available to support Parish Councils to consider how best to go forward. The Locality/My Community website hosts key documents. There is a 'road map' which covers the key decision points for consideration:
<https://mycommunity.org.uk/take-action/neighbourhood-planning/resources/>.
- 2.2 There is a wide range of community consultation to be undertaken as part of a neighbourhood plan. Once it has been completed, it is submitted to the local authority. The local authority is then responsible for publicising the plan, arranging for the independent examination and arranging for a referendum to take place.
- 2.3 In terms of costs, there is a huge range. Some parishes do it on almost no funding whereas others may heavily invest tens of thousands. There is funding available

through Locality. This allocates £9,000 initially which can help pay for help from planning consultancies for things like policy writing and for specialist reports such as Landscape Visual Impact studies if that is what is needed to hall hire, publicity and printing. Generally, it is likely that most Neighbourhood Plans cost around £10,000 here for some case studies: <https://mycommunity.org.uk/?s=total+spend>

3. Recommendations:

- 3.1. That Parish Councillors note the report.
- 3.2 That Parish Councillors request the Parish Manager to invite a representative from Swindon Borough Council Planning department to attend a meeting of Full Council to introduce neighbourhood planning to the Council.

WEST SWINDON PARISH COUNCIL

Planning & Environment Committee

Salt/Grit bins

1. Background

1.1 Following snow and icy conditions in December 2017, the Parish Council received a small number of requests for a salt/grit bin. The provision and maintenance of salt/grit bins is the responsibility of Swindon Borough Council.

1.2 Swindon Borough Council recently reduced the number of routes that would be gritted and as a result, there may be areas that might benefit from a street-based bin. Whilst Swindon Borough Council has no plans to increase the number of bins available, it will consider approving the purchase and installation of additional bins by the Parish Council.

1.3 Bins are currently installed in the following locations:

Location	Area
St Austell Way (Exit to road)	Bridgemead
Carronbridge Road (S/O 2 Frampton Close)	Eastleaze
Castlefield Close (R/O 34)	Eastleaze
Goldsborough Close (junction Frampton Road?)	Eastleaze
Melrose Close (junction Eastleaze Road)	Eastleaze
Barkstead Close (O/S 1)	Freshbrook
Corfe Road / Tintagel Close	Freshbrook
Edgehill / Liskeard Way	Freshbrook
Eddgehill (S/O 18)	Freshbrook
Freshbrook Village Centre (S/O Pharmacy)	Freshbrook
Freshbrook Village Centre (S/O Tescos)	Freshbrook

Grantham Close (Opp 2)	Freshbrook
Langdale / Roundway Down	Freshbrook
Langdale Drive (Opp 40)	Freshbrook
Leslie Close (S/O 43)	Freshbrook
Roundway Down (opp 7/8)	Freshbrook
Westminster Road (s/o 61)	Freshbrook
Winwick Road (bottom of hill)	Freshbrook
Winwick Road (Opp 34)	Freshbrook
Bosworth Road (Rear 28 Brandon Close)	Grange Park
Cabot Drive (opp 18)	Grange Park
Carey Close (S/O 1)	Grange Park
Darcey Close (o/s 14)	Grange Park
Darcey Close / Hampton Drive	Grange Park
Marney Road, Grange Park (s/o 33)	Grange Park
Alba Close (O/S 2)	Middleleaze
Lamora Close (Opp 8)	Middleleaze
Majestic Close (near 14)	Middleleaze
Granary Close (Opp 1)	Nine Elms
Oliver Close (Opp 20)	Prinnels
Oliver Close / Tregoze Way	Prinnels
Spencer Close (top)	Prinnels
Walter Close (Opp 90)	Prinnels

Walter Close (Tregoze Way junction)	Prinnels
Ramleaze Drive / Angus Close	Ramleaze
Ramleaze Drive / Orkney Close	Ramleaze
Shropshire Close	Ramleaze
Angus Close (S/O No 37)	Shaw
Old Shaw Lane (o/s 12a)	Shaw
Old Shaw Lane (O/S Pendlebury)	Shaw
Winlaw Close (Opp 16)	Shaw
Lomond Close (Opp 60)	Sparcells
Melfort Close (junction Sparcells Drive)	Sparcells
Morie Close (O/S 9)	Sparcells
Portmore Close (by L/C 2)	Sparcells
Rinsdale Close (S/O 10 Lomonds Close)	Sparcells
Sandwood Close (O/S 3)	Sparcells
Stenness Close (S/O 22)	Sparcells
Alnwick (O/S 37)	Toothill
Belsay (Next to No 37)	Toothill
Beverley (S/O 16)	Toothill
Bodiam Drive (By subway near slip road to A3102)	Toothill
Dunwich Drive/Colchester Close	Toothill
Kendal (opp L/C 10)	Toothill
Luddesdown Road (S/O Victoria Court)	Toothill

Rhuddlan (On main road S/O 2)	Toothill
Stamford Close (at T junction)	Toothill
Stokesay Drive (O/S School)	Toothill
Tattershall (s/o 70)	Toothill
Warneford Close (next to sub-station)	Toothill
Langstone Way (near school)	Westlea
Westlea Drive (junction Langstone Way)	Westlea
Westlea Fire Station (The Chesters)	Westlea

2. Detail

2.1 The cost of a new bin with salt is £398.16 including VAT. A refill of salt costs £86.00 for one bin. If bins are not used regularly the salt will solidify and can require a full replacement.

2.2 If The Parish Council wishes to provide new bins on the Highway, Highways would wish to approve the proposed locations before they could be placed on site. If placed on a footway, there must be a minimum of 1200mm of path left available. It is also important that lighting column doors and footway inspection covers are not obstructed, visibility is not obscured and access is available to fill from a vehicle.

2.3 Highways have suggested that it would be a good idea to have a logo such as 'Parish' embossed onto the bin lids; this would remove confusion in the future as to who should maintain and fill. This may have a set up cost with the supplier, but it would be a one off.

3. Recommendations:

3.1. That Parish Councillors note the report and consider whether there are any locations that the Parish Council would wish to provide with an additional grit bin.



Shaw Residents' Association

Kevin Fisher - Chair
Shaw Residents Association
22 January 2018

To: distribution list (overleaf)

Dear all

Re: Joint Statement for the protection of the 'essential setting' of Lydiard Park

Lydiard Park is included in the Register of Parks and Gardens of Special Historic Interest at Grade II and contains a grade I listed House and Church.

For many years speculative developers have attempted to gain planning permission for housing developments within the parks 'essential setting'. The most recent attempt by Taylor Wimpey resulted in over 600 letters of objection from members of the public along with objections from community groups and statutory organisations. The outcry was so powerful that Taylor Wimpey withdrew their application just a few weeks before the scheduled target decision date.

As the chair of the Shaw Residents' Association, based in West Swindon, I have received endorsements from relevant community groups, statutory organisations, MP's and local Councils for the attached statement called the '*joint Statement for the protection of the essential setting of Lydiard Park*'.

In light of the above, I believe it is now time for new initiatives designed to protect the existing rural character of Lydiard Park for future generations. I therefore request the following actions be taken:

1. As part of the current Swindon and Wiltshire local plan reviews ensure the 'essential setting' boundary is used as the designated 'historic parks and gardens' area
2. Build the protection of Lydiard Parks essential setting and wider context into the vision, priorities and pledges of both Councils
3. Since the 'essential setting' identifies the minimum area required to protect the registered landscape, set up a committee comprising representatives from the endorsers of the joint statement (and others as appropriate) to agree a wider area of protection. Any recommendations should then form part of both Councils local plan reviews and the 'joint spatial framework'
4. Have the essential setting and in particular the extensions to the essential setting designated as 'local green space' per the NPPF¹
5. Develop a 'Conservation Management Plan for Lydiard Park' which will require any speculative future development applications be submitted in accordance with its guidance

I would like to thank you in advance for your support in this important community initiative. My full contact details are below and I look forward to hearing from you.

¹ <https://historicengland.org.uk/advice/hpg/has/localgreenspace>



Shaw Residents' Association

Yours Sincerely

Kevin Fisher - Chair
Shaw Residents' Association
www.shawresidents.org.uk

Castlereagh Old Shaw Lane
Shaw
Swindon
Wilts
SN5 5PJ

07836 716435
kevifish@outlook.com

enc.

Distribution list

Wiltshire Council
Bythesea Road, Trowbridge, Wiltshire
BA14 8JN

Swindon Borough Council
Civic Offices, Euclid Street, Swindon, Wiltshire
SN1 2JH

- Cllr Baroness Scott of Bybrook OBE - Leader of the Council
- Dr Carlton Brand - Corporate Director, Communities, Resources and Digital
- Alistair Cunningham - Corporate Director, Growth, Investment and Place
- Cllr David Renard - Leader of the Council
- John Gilbert - Chief Executive

cc: James Gray MP - 15 Forest Gate, Pewsham, Chippenham, Wiltshire. SN15 3RS

cc: Robert Buckland MP - 29 B Wood St, Old Town, Swindon, Wiltshire. SN1 4AN

Joint Statement for the Protection of the 'Essential Setting' of Lydiard Park

We*

- agree that the 'Essential Setting and outlying features to the designated landscape' of Lydiard Park should be protected from any residential development or any other development which is unsympathetic to the character of the adjacent Historic Park, Garden, House and Church in order to preserve and avoid harm to the "heritage experience"¹ of the Grade II listed Park, the Grade I listed House or Grade I listed Church

-and request both Swindon Borough Council and Wiltshire Council reject all such applications for consent to build within the Essential Setting of Lydiard Park.

Community Groups*

Shaw Residents' Association

www.shawresidents.org.uk
Kevin Fisher - Chair

Lydiard Park Heritage Trust

www.lydiardtrust.org.uk
Mike Bowden - Chair

Love Lydiard Trust

www.lovelydiard.org.uk
David Barnard – Chair

Lydiard Fields Action Group

contactus@lydiardfields.org.uk
David Barnard - Chair

Lydiard Heritage Action Group

c/o Shaw Residents'
association
Kevin Fisher - Chair

Statutory Groups*

The Gardens Trust²

www.thegardenstrust.org
Dr Marion Harney - Chair,
conservation committee

Campaign to Protect Rural England

www.cprewiltshire.org.uk
Anne Henshaw - Wiltshire
Branch chairman

Friends of Lydiard Park

www.friendsoflydiardpark.org.uk
Rev Canon Alastair Stevenson -
Chair

Members of Parliament*

Robert Buckland QC MP

Conservative MP for South
Swindon
www.robertbuckland.co.uk

James Gray MP

Conservative MP for North
Wiltshire
www.jamesgray.org

Local Councils*

Lydiard Millicent Parish Council

[www.lydiardmillicent-
pc.gov.uk](http://www.lydiardmillicent-pc.gov.uk)
Alan Pflieger – Chair

West Swindon Parish Council

www.westswindon-pc.gov.uk
Nigel Gibbons – Chair

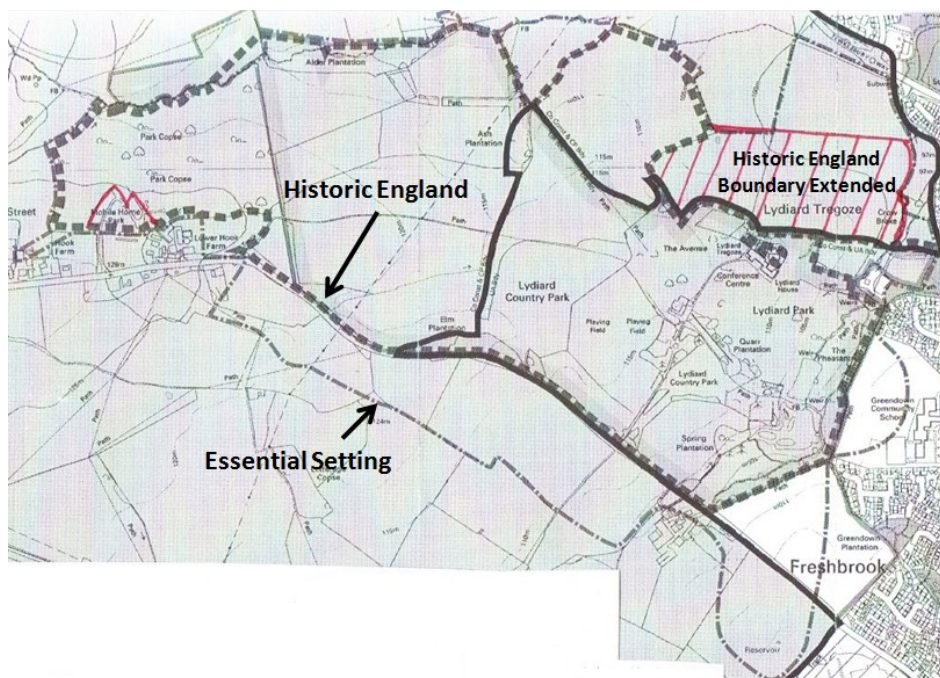
¹ NPPF (March 2012); Page 56, Annex 2: Glossary - 'Setting of a heritage asset: the surroundings in which a heritage asset is experienced'.

² The Gardens Trust is happy to support the vision for Lydiard Park expressed in the joint statement for the "Essential Setting and outlying features to the designated landscape" which has been taken from the HLF funded park restoration scheme, defined and mapped by Nicholas Pearson. Any speculative future applications should be submitted in accordance with guidance based on a Conservation Management Plan for Lydiard Park.

Boundaries

Lydiard Park has two boundaries, the '*Historic England Registered Boundary*' and a larger area called the '*Essential Setting and outlying features to the designated landscape*'.

The Essential Setting was identified and agreed by Swindon Borough Council in June 2002 as part of the Lydiard Park Restoration and Development plan. This formed SBC's bid to the Heritage Lottery Fund for £3.1m to restore the Park. *It is designed to identify the **minimum** area required to protect the registered landscape by maintaining the rural context of the Park.*



Register of Parks and Gardens of Special Historical Interest

Lydiard Park is included on the Register of Parks and Gardens of Special Historic Interest at Grade II for the following principal reasons:

- Date and rarity: it is a good example of a mid 18th Century park where the layout clearly reflects its original design, and which contains archaeological evidence of its earlier, 17th Century, formal layout
- Representative example: it is a representative example of a mid 18th century park associated with an important country house
- Group value: the park forms a strong group with its associated heritage assets, including Lydiard House (listed at Grade I), the Church of St Mary (listed at Grade I) and the listed garden structures situated within it

History

Mentioned in the Domesday Book (1086), Lydiard Park is a former Manor of Alfred of Marlborough which was acquired by the Tregoze family in c.1198. In 1270 Henry III gave Robert Tregoze a royal licence to create a deer park in nearby woodland. From 1300 until 1348 Lydiard was owned by the Grandison family, and subsequently by the Beauchamps. In 1420 the estate came to the St John family through marriage (whose main seat was at Battersea, London), and they were to hold it until the Second World War. The court met at Lydiard in 1592 during Elizabeth I's royal progress, and John St John was knighted. In 1583 it was recorded there was a park at Lydiard Tregoze owned by Nicholas St John, and much correspondence exists from 1659-64 from Johanna St John, wife of the third baronet, who was a keen amateur gardener.



Shaw Residents' Association

Kevin Fisher - Chair
Shaw Residents Association
24 January 2018

Cllr K Williams
Chair of Planning and Environment Committee
West Swindon Parish Council

Dear Keith

Re: Maintenance and repairs of Shaw Village Centre

As you are aware, for many years the Shaw Residents' Association has worked hard to provide some degree of maintenance to the shrubs within the Shaw Village Centre and, at the same time, keep the area free from litter. We have struggled to get any support (in terms of actually helping) from the businesses that operate from the centre and have always hit a dead end when trying to understand the ownership split between SBC and the tenants maintenance contract. As a result it has been impossible to challenge the service level agreement set up between SBC and now West Swindon Parish Council and its grounds maintenance contractor.

Since we now have a map (page 3) outlining the responsibility split between SBC and tenant, we feel it is time for some action along the following lines:

1. Areas marked in green on map e.g. West Swindon Parish Council responsibility
 - a. We would like to know the service level agreement for these areas. Currently weeds grow up to four feet tall in the summer.
 - b. The beds closest to the church and along the central corridor require maintenance at least monthly through the growing season and every three months in winter and autumn. We note that all the grasses along the central corridor have been cut to ground level very recently.
 - c. The bed closest to Tesco where the recycling bins once resided require much work (note it is in from the the parish notice board so does reflect badly on the parish).
 - d. The raised beds either side of the clock tower and either side of the entrance and exit from the car park rarely if ever receive maintenance and are simply beds full of weeds.
 - e. The map shows an area of green just to the north of the pub as you walk out of the centre - its maintenance should be made clear in any service level agreement.
 - f. Not marked in green but still parish responsibility - the shrub area that runs along the left of the path as you walk from the pub to the church receives zero maintenance - a solution is required for its maintenance by the Parish.
2. The clock tower - Parish / SBC responsibility
 - a. As part of the regular maintenance of the shrubs, the accuracy of the clocks should be checked - at least one is showing the wrong time right now.
 - b. There is broken brickwork at the entrance to the steps which needs repairing.
 - c. The gutter from the tower simply drains into the raised bed which is one of the reasons nothing (other than weeds) will grow - a new drainage solution is required.
 - d. The woodwork requires painting.

3. Areas of joint parish / tenant responsibility

- a. The block paving in front of Tesco is in a poor condition and we note the joint ownership between SBC and tenant - however, the area of most concern is within SBC ownership. Perhaps a deal could be struck between SBC and the management company for some joint work?
- b. The seat near the bus stop needs painting and is an example of overlap between Parish and tenant which needs to be resolved.
- c. There is a shrub bed to the left of the estate agents that borders the highway access and the tenant responsibility area - it receives zero maintenance and needs a permanent solution.

4. Church - we would like the parish to write to whoever is responsible to fix the following:

- a. Letters regularly fall off the churches sign. Right now it is missing a 'U' and a 'W' - it reflects badly on the general look and feel of the area and should be fixed.
- b. The drainage on the corner of the church also needs maintenance.

Thank you for your attention to this report, we look forward to your detailed reply.

Yours sincerely

Kevin Fisher

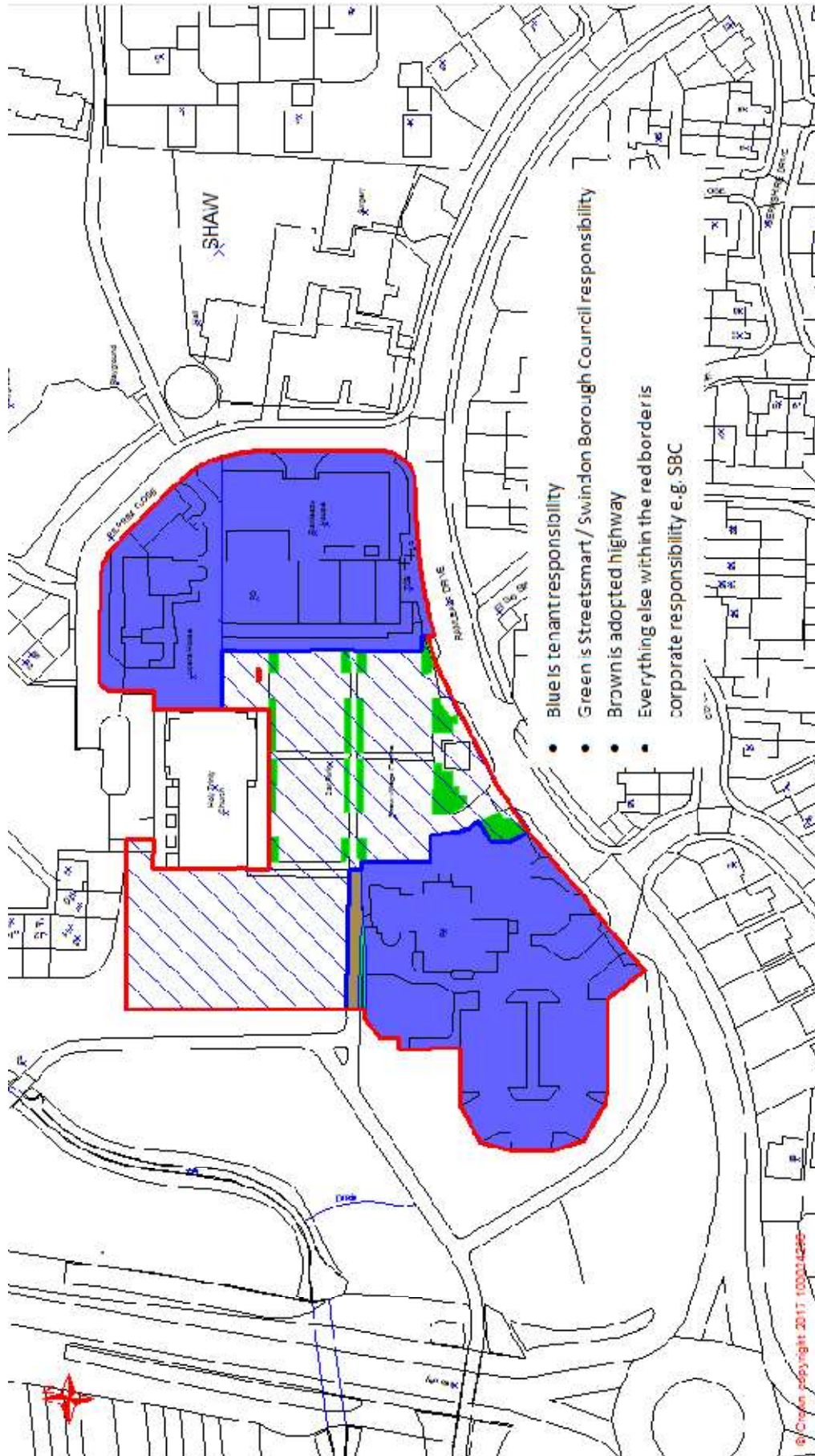
SRA Chair

cc

Nigel Gibbons - West Swindon Parish Chair

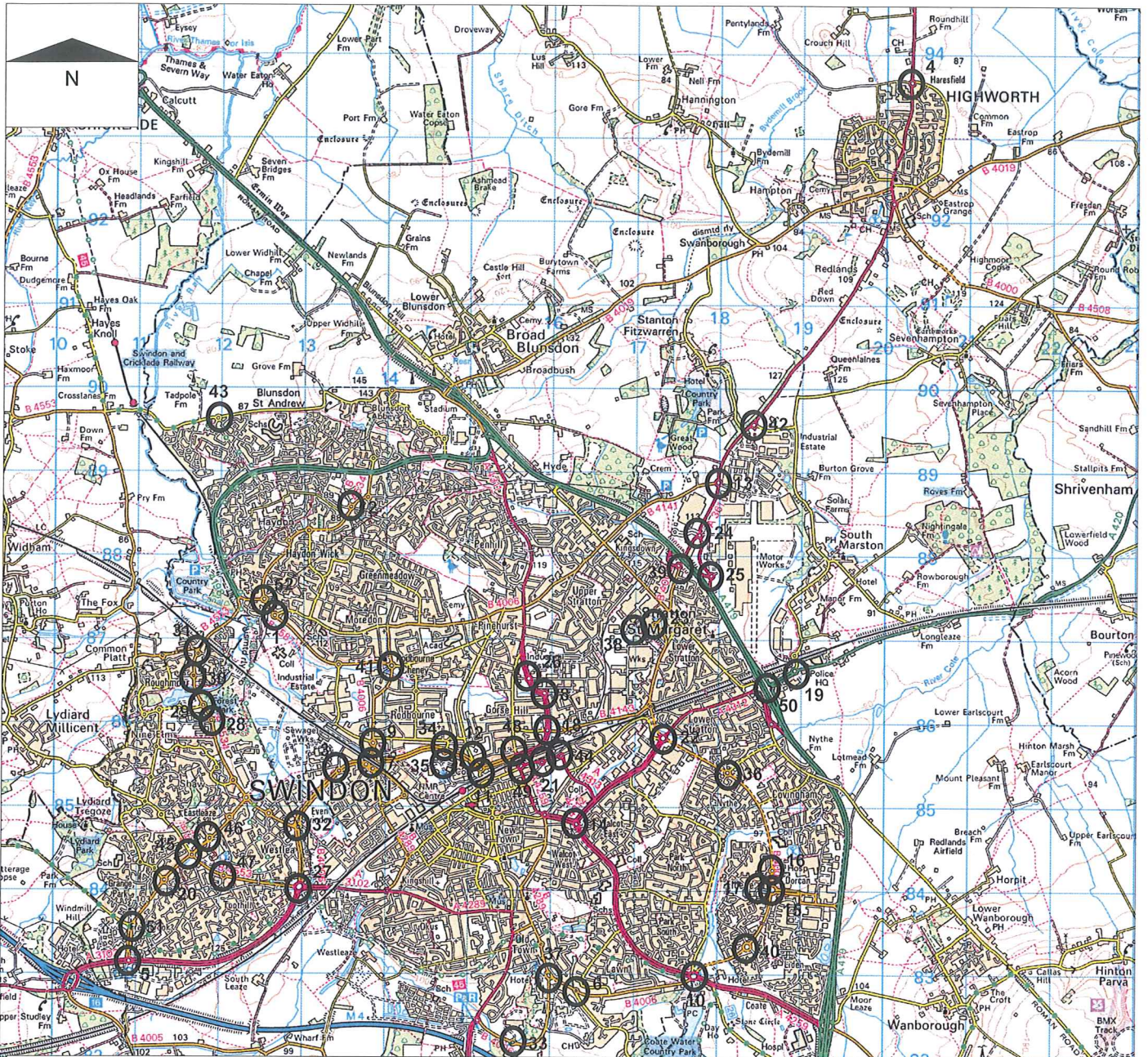
Paula Harrison - Parish Manager





Shaw Residents' Association: For the Residents of Peatmoor, Sparcells, Nine Elms, Middleleaze, Shaw, Ramleaze, the Prinnels, Eastlea and Westlea (West)

www.shawresidents.org.uk



KEY

- | | | |
|-----------------------------|----------------------------|--|
| 1 Akers Way | 17 Eldene Drive | 35 Oasis |
| 2 Asda Walmart South | 18 Elgin | 36 Piccadilly (Covingham) |
| 3 Barnfield Road | 19 Gablecross | 37 Pipers Way |
| 4 Blackworth (Highworth) | 20 Gainsborough | 38 Radway Road |
| 5 Blagrove | 21 Go Outdoors | 39 Rat Trap |
| 6 Broome Manor Island | 22 Greenbridge | 40 Snodshill (Liden) |
| 7 Bruce Street Bridges | 23 Hobley Drive | 41 St Marys Island |
| 8 Chapel (Wickes) | 24 Honda North | 42 Supermarine |
| 9 Cheney Manor Road | 25 Honda South | 43 Tadpole Lane |
| 10 Coate Water | 26 Kembrey Park | 44 Tesco |
| 11 Cockleberry (Shell) | 27 Mannington | 45 Tewkesbury Cross |
| 12 Cockleberry (Whitehouse) | 28 Mead Way – Hillmead | 46 Toothill – North of Asda (Fiveways) |
| 13 Crematorium | 29 Mead Way – Peatmoor Way | 47 Toothill – South of Asda |
| 14 Drakes Way | 30 Mead Way – Pepperbox | 48 Transfer Bridges (North) |
| 15 Edison | 31 Mead Way – Purton Road | 49 Transfer Bridges (South) |
| 16 Edison Business Park | 32 Meads | 50 White Hart |
| | 33 Nationwide | 51 Windmill |
| | 34 North Star | 52 Woodhall |



Roundabout Advertising Swindon

Swindon Borough Council
 HIAM Service Delivery
 4th Floor Wat Tyler House West
 Beckhampton Street
 Swindon SN1 2JH
 Tel: 01793 445500

Scale 1:50,000 (A3)

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 Swindon Borough Council 100024296 2016



West Swindon Parish Council

Grounds Maintenance Update – February 2018

This update aims to provide the Parish Council with the current status of the shrub and hedge maintenance programme as well as an update on preparation work being carried out for the start of the mowing season in March / April dependant on growth, weather and ground conditions.

A more detailed review will be published in March with details of the mowing rounds along with a summary of all the works undertaken since the last review in October 2017.

We would also like to take this opportunity to inform the Parish Council of some of the “behind the scenes” work which takes place in delivering this service for the Parish.

As part of the service we provide, each Parish area has a named Supervisor who is responsible for overseeing all the staff that are working in that area. The Supervisor for West Swindon Parish Council is Steve Anns. As part of that role, the Supervisor will have regular contact with the Parish Manager / Clerk and will liaise with them as required.

As well as organising the day-to-day work in the area, the Supervisor will ensure that all staff have the appropriate statutory and mandatory training qualifications up-to-date as well as identifying any specific training requirements such as pesticide application, chainsaw use and working on the highway (signage).

The Supervisor will also have regular site contact with the teams and will check on the quality of the work undertaken as well as carrying out a health & safety inspection of the vehicle, tools and equipment as well as all protective clothing. In addition, a review of the Risk Assessments (RA) and Safe Systems of Work (SSOW) for the tasks in-hand are also carried out with any compliance incidents or defects being reported back to the Grounds Manager and are subject to both internal and external verification.

Shrub and Hedge Maintenance

Good progress has been made over the autumn / winter period on the shrubs and hedge maintenance programme. An update on the areas that have been completed so far and those areas that are still outstanding is shown below.

October / November	December / January	February / March
Sparcells (Complete)	Ramleaze (Complete)	Toothill (Part only)
Nine Elms (Complete)	Shaw (Complete)	Freshbrook
Grange Park (Complete)	Eastleaze (Complete)	
Peatmoor (Complete)	Westlea (Complete)	
Middleleaze (Complete)		

As part of the additional funding resource provided by the Parish Council, we have been able to take the opportunity to address a number of long-standing issues with the shrub and hedge programme. In addition to the routine maintenance work, we are also taking the opportunity to chip some of the pruning's using a new small chipper machine. The resultant chippings are spread back over the ground as a mulch allowing us to spend more time working on-site rather than taking material back to the depot as green waste. Mulching also improves the visual appearance of the area as well as acting as a short-term weed suppressant. Where appropriate, we are also applying a new contact / residual herbicide to reduce early weed growth, again this should improve the visual appearance of the area.

A significant number of shrub beds and hedges have been cut back particularly hard this year using tractor-mounted flails. We have 3 different sizes of tractor-mounted flails (compact tractor through to a large agricultural tractor) which we use to undertake this work depending on location.

The larger tractors are fitted with cleated (agricultural) tyres for extra grip on wet, soft grass but unfortunately they do leave a grip pattern on the surface of the ground. However the impact on the ground is generally minimal and has no effect on grass cutting with the visual impact often disappearing once the grass starts to grow. If lower impact, turf tyres were to be used, a significant number of shrub beds and hedges would not be able to be cut over the autumn / winter period without the risk of significant damage to the grass.

Although the visual impact after flailing is often considered to be extreme and unsightly, this will be temporary with new growth appearing in spring and by mid-season, the areas should have fully recovered. The result of this hard pruning should be less overgrowth of adjacent footpaths etc. during the late summer period and therefore less public enquiries to be addressed (although this will not resolve the problem with brambles which will remain deeply rooted within the ground).

Although the use of these flail heads are not ideal, they are used for a number of reasons.

There is a medical condition called Hand-Arm Vibration Syndrome (HAVS) which affects the fingers, hands and arms of staff using vibrating tools or machinery such as hand-held trimmers. Vibration injuries may include neurological disorders as well as vascular and musculoskeletal problems. Although such machinery can still be used, staff are limited on how many hours they may safely use the equipment each day. Therefore to undertake the same quantity of work by hand would require a significant increase in the number of staff and therefore cost to the Parish Council.

Our choice of machinery is therefore determined by operational requirements as well as the available financial resources. Our current grounds maintenance equipment is now 5 years old so therefore to continue to be able offer a good and reliable service to the Parish Councils, the grounds team have been busy purchasing brand new grass cutting machinery (cylinder and rotary sit-on mowers) along with new tractors and flail trimmers as follows:

- 2 no. ride-on 5-gang cylinder mowers
- 13 no. ride-on triple cylinder mowers
- 4 no. ride-on front mounted rotary mowers
- 2 no. electric fine turf sports pedestrian mowers
- 2 no. tractor with triple deck rotary gang mowers
- 1 no. tractor with large side-arm flail
- 1 no. tractor with medium side-arm flail
- 1 no. compact tractor with small side-arm flail
- 1 no. tractor with loader
- 1 no. large rear-mounted rough grass flail (tractor)

This machinery will be used across all four Parish Councils which Swindon Borough Council is responsible for delivering grounds maintenance services for from April onwards. This investment in new machinery should hopefully reduce the risk of machinery breakdown and allow us to provide a better service to the Parish Council.

Grass Maintenance – Preparation Work

To help prepare for the start of the grass cutting season, a programme of herbicide treatment around obstructions within grass areas has started. This work will aid the mowing operation, reduce the need for follow-up mowing and will improve the visual appearance of the area.

At the moment, we anticipate commencing grass cutting probably towards the end of March but this will very much be determined by the prevailing weather and ground conditions over the next few months.

Streetsmart.

08.02.18

WEST SWINDON PARISH COUNCIL

Planning & Environment Committee

Planning Report

1. Introduction:

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/18/0142/FELY	23 Cabot Drive Grange Park SN5 6HG	Erection of two storey front and side extension conversion of garage into habitable space.
2.2 S/HOU/18/0162/PEKO	2 Parham Walk Grange Park SN5 6EQ	Erection of single storey rear and side extension
2.3 S/LDP/18/0161/LZWI	25 Rochford Close Grange Park SN5 6AB	Certificate of lawfulness (Proposed) for the erection of a single storey rear extension.
2.4 S/HOU/18/0170/PEKO	3 Selby Crescent Freshbrook SN5 8PE	Erection of single storey side and rear extensions.
2.5 S/HOU/18/0197/FELY	23 Lisle Close Grange Park SN5 6BX	Erection of a two storey side/ front extension.
2.6 S/HOU/18/0195/LZWI	16 Winlaw Close Shaw SN5 5WX	Erection of a single storey front extension.
2.7 S/HOU/17/2095	59 Belsay, Toothill SN5 8HD	Erection of a single storey side extension (revised wording)
2.8 S/17/1879	Mannington Depot, Mannington Depot Service Road Mannington	Installation of a battery-based electricity storage facility, transformer, parking area, CCTV, landscaping, fencing with

associated infrastructure
and equipment (revised
documents).

3. Planning Decisions:

3.1 S/HOU/17/1710/FELY	59 Chandos Close Grange Park Swindon SN5 6AQ	Erection of a two storey front extension and installation of new windows to side.	REFUSED/ DELETE
3.2 S/HOU/17/1872/FELY	11 Plattes Close Shaw Swindon SN5 5SA	Erection of a single storey rear extension and conversion of garage.	GRANTED/ DEL

4. Recommendations

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

Paula Harrison
Parish Manager