

WEST SWINDON PARISH COUNCIL

Minutes of the
WEST SWINDON PARISH COUNCIL on
MONDAY 04 MARCH 2019 at **6.30pm** at
WEST SWINDON LIBRARY

Present:

Cllr Matthew Courtliff
Cllr Stephanie Exell
Cllr Suresh Gattapur
Cllr Prakash Khaitan
Cllr Vinay Kumar
Cllr Nigel Gibbons (Chair)
Cllr John Lenton
Cllr Nick Martin (Vice Chair)
Cllr Tim Swinyard,
Cllr Caryl Sydney Smith

Officers:

Paula Harrison (Parish Manager)
Leanne Curtis (Assistant Clerk)

Public: Ten

Public Session:

Resident asked how many Councillors had properly read the Value for Money report from KMC Consultancy. The Chair reassured that the Council as a whole had read the report and it had been debated on a number of occasions.

Resident reported a positive turnout on Saturday for the Westlea litter pick however there seemed to be a problem regarding bag collection. The Chair advised that the Parish Office would be able to assist.

Resident asked for clarification on housing development on Bodiam Drive. The Chair confirmed that this had been removed from the SHELAA and therefore would not be proposed for development. Another Cllr further advised that the commercial housing programme could include sites across Toothill. The Chair re-confirmed that whilst key sites had been taken off the SHELAA as suitable sites, other developments could occur in the future that could put these sites at risk.

Resident asked for an update on tree work at Gainsborough Way and Freshbrook Way. The Parish Manager confirmed that the shrub work was nearing completion and other projects would be initiated then (subject to confines of nesting season).

Resident asked if Cllrs were aware of problems with solar panels following HELMS going bust. A Cllr advised that this was an ongoing issue and could share information about how to tackle it.

Meeting start 6.40 pm

287. Apologies

Cllr Ellen Heavens
Cllr Vinay Kumar
Cllr Tim Makofu
Cllr Mary Martin
Cllr Tim Swinyard
Cllr Keith Williams

288. Declarations of Interest & Applications for Dispensation

None.

289. Minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meeting held on Monday 28 January 2019 be confirmed and adopted.

290. Minutes of the Leisure & Amenities Committee

RESOLVED that the minutes of the Leisure & Amenities Committee held on Wednesday 06 February 2019 be confirmed and adopted.

291. Minutes of the Planning & Environment Committee

RESOLVED that the minutes of the Planning & Environment Committee meeting held on Wednesday 06 February 2019 be confirmed and adopted

292. Update from the Parish Council Chair

The Chair updated that he had attended a meeting of Parish Chairs, Parish Clerks and the Leader and Chief Executive of Swindon Borough Council. A wide range of Parish Councils were represented. Key issues included the length of time it is taking to transfer assets to Parishes, enforcement of littering and parking, growing concern about new developments and the costs imposed by Developers or Resident Management Companies for ongoing maintenance. Some Parishes have aspirations to take on this role. These liaison meetings are planned to continue quarterly.

293. Reports from the Swindon Borough Councillors

Cllr Exell reported that many residents had been in touch as a result of poor signage and confusion resulting from the roadworks and tree felling at Mead Way. Cllr Exell has asked for improved signage.

Cllr Courtliff reported that residents are concerned about illegal parking around schools particularly Lydiard Park Academy, Millbrook and others. Last week's Council budget includes funding for 4 new parking enforcement officers and it has been requested that one serves West Swindon.

The Parish Manager reported on behalf of Cllr Tim Swinyard that Gainsborough Way will be affected by resurfacing at Pendennis, Cottington and Crawford. Cllr Swinyard has been working on double yellow lines for King Henry Drive and the Snowdome has progressed with agreement from Highways and the next phase should come forward to the Planning Committee shortly.

Cllr Nick Martin reported resurfacing work was underway on Swinley Drive.

294. Reports from Parish Council Representatives

The Parish Manager reported that Cllr Heavens wished to reiterate concern about the lack of visibility and organisation of the Swindon Area Committee of the Wiltshire Association of Local Councils. Despite very few meetings and very little support from Swindon Borough Council officers last year, there has not been any progress or updates.

Cllr Gattapur updated that new dropped kerbs had been installed in Westlea at Watercrock Mews and Mannington Lane.

295. Link Magazine Article

Councillors debated a report circulated, a copy of which appears as **Appendix A** in the Minute Book. It was agreed that a number of approaches to communication would work best including social media and other smaller edition communications. It was suggested that the Evening Advertiser could also be used for a regular free column.

RESOLVED that

- a) a Communications Committee is proposed for the newly elected Parish Council May 2019 to review and improve local communications
- b) the Link Magazine quarterly articles be commissioned for 2019-20
- c) a request be made to the Link Magazine to bring the article forward in the Magazine layout and include a masthead reference on the front page.

296. Payments Schedule

Councillors reviewed a payments schedule for February 2019 a copy of which appears as **Appendix B** in the Minute Book:

RESOLVED that ten payments totalling £72,954.43 be approved as follows:

- | | |
|----------------------------------|---------|
| • XEROX | £214.80 |
| • VODAFONE | £50.40 |
| • SWINDON BOROUGH COUNCIL | £21.49 |
| • VIKING | £80.34 |

- **SIGNS OF CHESHIRE** £413.58
- **KUDOS FENCING** £562.00
- **SWINDON LIBRARY GRANT** £7132.42
- **SUTCLIFFE PLAY CLAYPITS** £29,444.40
- **SUTCLIFFE PLAY CLAYHILL** £30,000.00
- **TOOTHILL JUNIOR YOUTH CLUB** £5035.00

297. Admission of Public and Press

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, in the public interest the press and public were temporarily excluded and withdrew.

Standing Orders suspended 7.02 pm to allow the public to withdraw.
Standing Orders resumed at 7.06 pm.
7.10 pm Cllr Exell left the meeting.

298. Contract Terms and Conditions

Councillors received a copy of proposed Contract terms and conditions for future delivery of grounds maintenance and street cleaning services. A copy appears as **Appendix C** in the Minute Book (Private and Confidential). Councillors had a presentation from Ken McAnespie from KMC Consultancy regarding the Value for Money review and following terms and conditions. Councillors discussed the information. Councillors agreed that improved accountability from the workforce was important; securing the relevant data and management information for the Parish Council to monitor performance was essential and that monthly reports needed to be reviewed by the relevant Committee. Further work would continue to finalise the detail of the contract and associated specifications including a set of performance indicators.

RESOLVED that

- a) Swindon Borough Council's Streetsmart be offered a single Contract for both Grounds Maintenance and Street Cleaning Services with Terms and Conditions proposed by West Swindon Parish Council, for a three year period, with the option to extend subject to satisfactory performance.
- b) The new Contract to start from the 1st date of the month following the joint signing of agreement to the contract, by both Swindon Borough Council and West Swindon Parish Council.

The meeting closed at 7.57 pm

Signed.....

Date.....

Chair of the Council