

## **WEST SWINDON PARISH COUNCIL**

Minutes of the online meeting of the  
**WEST SWINDON PARISH COUNCIL**  
held on **Monday 27th April 2020 at 7.00pm**

### **Present:**

Cllr Mike Burtenshaw  
Cllr Steph Exell  
Cllr Suresh Gattapur  
Cllr Nigel Gibbons (Chair)  
Cllr Geoff Gould  
Cllr Prakash Khaitan  
Cllr Nick Martin (Vice Chair)  
Cllr Mary Martin  
Cllr Trish Philpot  
Cllr Caryl Sydney Smith  
Cllr Keith Williams

### **Officers:**

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

**Public:** Four

### **Public Question time:**

Resident asked for an update on a long running street light issue in Eastleaze Road. The Parish Manager indicated that the light had been inspected and the case was closed as no repairs were identified and the column was part of the replacement programme. The Assistant Clerk agreed to check current status and email the resident an update.

Resident thanked the Parish Council for the continuation of services and the way everyone was working together. The Chair noted the appreciation.

Resident asked for it to be corrected that the draft minutes for Full Council on 24 February 2020 detailed the following *Resident asked Cllr Umar Ali to give an update this evening as he had been noted as absent at previous meetings.* and should be corrected to read *Resident asked Cllr Umar Ali to give an update this evening as he has not spoken at previous meetings.*

### **359. Apologies**

Apologies for absence due to other commitments were submitted by Cllr Umar Ali, Cllr Tim Makofu, Cllr Tim Swinyard.

**RESOLVED** that the apologies submitted are approved.

**360. Declarations of Interest & Applications for Dispensation**

None.

**361. Minutes of the previous meetings**

**RESOLVED** that the minutes of the Parish Council meeting held on Monday 24th February 2020 are approved and adopted.

**362. Minutes of the Planning & Environment Committee**

**RESOLVED** that the minutes of the Planning & Environment Committee meeting held on Monday 02 March & Wednesday 15 April 2020 are approved and adopted.

**363. Minutes of the Finance & Staffing Committee**

**RESOLVED** that the minutes of the Finance & Staffing Committee meeting held on Monday 02 March 2020 are approved and adopted.

**364. Minutes of the Leisure & Amenities Committee**

**RESOLVED** that the minutes of the Leisure & Amenities Committee held on Wednesday 04 March 2020 are approved and adopted.

**365. Update from the Parish Council Chair**

The Chair, Cllr Nigel Gibbons reported that his local observations were that flytipping was still occurring, particularly green flytipping in repeat locations. Litter looked to have decreased. Graffiti was very bad in some places such as subways and still needed to be reported in the usual way. The Services Working Party is working through key processes very prudently and methodically.

**366. Updates from Parish Councillors**

Cllr Gattapur reported that green flytipping was reoccurring on the Rivermead footpath as a result of contractors on Westlea industrial estate dumping grass and green waste.

Cllr Gould reported that there were low hanging branches on the Blagrove footpath close to streetlight column no. 5.

Cllr Mary Martin reported that litter was at a manageable level. The local area was looking well cared for and council staff are mowing as best they can and seemed reasonably on top. Cllr Khaitan reported that there were local reports about problems with the collection of cardboard on doorstep recycling.

Cllr Philpot advised that people appeared to be making a prolonged stay on the benches in places such as Shaw Linear Park and asked whether or not these should be taped up to discourage possible gathering.

Cllr Gattapur advised that there had been two problems. One serious water leak on Tewkesbury Way that resulted in traffic being diverted and secondly, persistent use of the shelter in Westlea park which will now be fenced off.

**367. Update from Swindon Borough Councillors**

Cllr Williams advised that the park and gardens at Lydiard were open in the usual way however all buildings were closed. Library membership has been updated during the lockdown to make it easier for the public to access information and books. There is a daily

story time session at 11.00 am. Work at Mead Way is ongoing with a two week delay due to problems with supplies of tarmac.

Cllr Sydney Smith advised that the public had reported issues with dogs being off leads around the park and causing problems for other visitors and dog owners. Cllr Williams would raise this with the parks manager.

**368. Update on Play Areas**

The Parish Manager advised that three play areas had been completed (The Holbeins, Uxbridge Road, The Chesters), Bloomsbury Park was nearing completion and Tumpy Field, Nine Elms and Shelfinch were yet to get started. All play areas have been taped off as a result of Covid-19. The play installation contractor had made contact with the Parish Council to advise that they were looking at options to restart the work. They will be guided by the Government's guidance to the construction industry and feedback from the Parish Council. The Contractor will ensure that all play areas remain closed if installation work is resumed.

**RESOLVED** that the Parish Council is in agreement for play installation work to continue at the point that it is able to do so whilst observing all necessary restrictions including social distancing.

**369. Community Access to Cash Pilot as requested by Cllr Tim Swinyard**

The Parish Manager referred to a report setting out options for applying to the Community Access to Cash pilot scheme. A copy of the report appears in the Minute Book as **Appendix A**. This had been requested by Cllr Tim Swinyard in response to West Swindon losing a number of cashpoints and banks in recent years. Councillors considered local needs in terms of access to cash and agreed that whilst it had been affected, there will still a number of options available to local residents.

**RESOLVED** that Councillors noted the report and the matter to be reviewed on an ongoing basis.

**370. Service Transfer**

The Parish Manager circulated a report on behalf of the members of the Services Working Party. This set out a summary of progress to date in preparing for the transfer of street cleaning and grounds maintenance services. A copy of the report appears in the Minute Book as **Appendix B**. The Parish Manager updated that Swindon Borough Council had still provided no information regarding numbers of staff, pay and conditions, or pension information. There had been no communication other than confirmation that 1 July is still the target transfer date. Streetsmart have indicated that a project manager has been appointed to oversee the negotiation and agreement of depot use at Waterside, access to fuel, water and storage. No further information has been provided. Services Working Party members have considered broadening the potential of the mess room facility at the West Swindon District Centre for the purpose of converting the toilets into an office, small meeting room and public facing access. A list of tools for the grounds team has been compiled and is currently being priced. Leisure and Amenities Committee has reviewed options for uniform and opted for Royal Blue and black colour combinations. A list of sundries has been collated including oil, tool parts, cleaning materials, safety products and wipes. The Services Working Party set out to secure prices for vehicle purchase and has assembled quotes for direct providers alongside quotes from brokers. The Working Party considers leasing to be a preferred option as it offers the Parish Council a relatively trouble-free period plus access to new vehicles. The Services Working Party is working to obtain prices for lease and purchase for a mowing fleet.

**RESOLVED** that

- a. Finance & Staffing Committee to review and agree a staff structure at its next meeting
- b. Council agrees the commencement of the vehicle order process by the Services Working Party providing that the expenditure is within the £35,501.00 per annum quotes provided by TPPL with lease periods up to a 36 month period
- c. If there are lower quotes for comparable provision from alternative providers, that the Services Working Party can opt to progress some vehicles with other suppliers.
- d. Council to review either the purchase or lease or combination of both for mowing machinery at its next meeting
- e. Council to agree expenditure up to £1000 for the creation of drawings/specification for the mess room and public toilets.

**371. Calendar of Meetings**

Councillors received a draft calendar proposed for 2020-21, a copy of which appears as **Appendix C** in the Minute Book.

**RESOLVED** that the Calendar of Meetings for 2020-21 be approved and adopted.

Meeting closed 8.09 pm

Signed.....

Date.....

Chair of the Council