

## **WEST SWINDON PARISH COUNCIL**

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

### **Present:**

Cllr Umar Ali  
Cllr Steph Exell  
Cllr Simon Firth  
Cllr Nigel Gibbons (Chair)  
Cllr Geoff Gould  
Cllr Prakash Khaitan  
Cllr Tim Makofu  
Cllr Nick Martin (Vice Chair)  
Cllr Mary Martin  
Cllr Trish Philpot  
Cllr Tim Swinyard  
Cllr Caryl Sydney Smith  
Cllr Keith Williams

### **Officers:**

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

**Public:** Five

### **Public Question time:**

Resident shared an observation that draft minutes were not on the website. The Parish Manager advised this would be amended.

Cllr Nick Martin asked for it to be noted that the surface at Tumpy Field contained loose stones that were sometimes used as missiles. The Parish Manager advised that the team were aware of it and were planning to compact the surface before the play area re-opens.

### **459. Apologies**

Apologies for absence due to other work commitments were submitted by Cllr Suresh Gattapur due to work commitments, Cllr Mike Burtenshaw for health reasons.

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

### **460. Declarations of Interest & Applications for Dispensation**

None.

**461. Minutes of the previous meetings**

**RESOLVED** that the minutes of the Parish Council meetings held on Monday 29 June 2020 are approved and adopted.

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

**RESOLVED** that Recommendation (Minute 439.) that tools are purchased at an estimated cost of £5895.00 is approved.

**RESOLVED** that the minutes of the Planning & Environment Committee meeting held on Monday 13 July 2020 are approved and adopted.

7.06 pm, Cllr Simon Firth & Cllr Umar Ali joined the meeting

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

**RESOLVED** that Recommendation (Minute 446.) that 7 payments totalling £147,015.84 be approved.

**RESOLVED** that the minutes of the Finance & Staffing Committee meeting held on Monday 13 July 2020 are approved and adopted.

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

**RESOLVED** that the minutes of the Leisure & Amenities Committee held on Wednesday 15 July 2020 are approved and adopted.

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

The Chair, Cllr Nigel Gibbons reported that the Parish Council newsletter would be in distribution in the next couple of weeks. Work on the service transfer had been progressing. Work would now need to focus on the potential conversion of the mess room at the West Swindon District Centre into office space, a future update to come back to this Committee. The Chair indicated that the comments of resident Mrs Pinson were noted and as a result the Services Working Party had been reviewing the options to tackle the litter and flytipping problem at Delta/Welton Road. This includes sending letters to residents about the cost of flytipping and relocating the KFC bins.

**466. Updates from Parish Councillors**

None to report.

**467. Update from Swindon Borough Councillors**

Cllr Sydney Smith reported that since the last Council meeting she had raised the issue of the Freshbrook Village Centre and lack of programmed maintenance. Cllr Sydney Smith was pleased to report that the work was now in progress.

Cllr Mary Martin was pleased to report that the Hop, Skip and Jump facility had been successfully recommissioned. It was agreed that the Uplands Enterprise Trust and Brunel Multi Academy Trust will deliver a service from the current location. This will provide

opportunities for training and enterprise including work experience for graduates of the programme.

Cllr Keith Williams reported concern that the BT payphone boxes that were part of an earlier consultation may be subject to removal despite recommendations that some be retained. This includes the BT box at Shaw Village Centre. The officer leading the consultation has left Swindon Borough Council. Clarification will need to be sought from Phil Smith at Swindon Borough Council with regard to remaining boxes.

Cllr Nick Martin reported that the decision to create Parishes had been very positive as they are more able to respond to local priorities whilst the Borough Council deals with Adult Social care demands.

Cllr Gibbons asked Borough Councillors if they could raise the fact that since the water main failure on Whitehill Way armco barriers had been left on the grass verge. This will get in the way of Parish Council maintenance.

#### **468. Play Area Update**

The Parish Manager reported that subject to clearance by the independent inspections Tumpy Field and Shelfinch play areas should be ready to re-open.

Cllr Williams reported that a low key opening at Nine Elms play area by himself and Cllr Khaitan was well received and the play area was receiving a high volume of visitors since. The Parish Manager asked the Committee to agree to share staff training on play area inspections with St Andrews Parish Council. This would be in the region of £500 and would give up to five staff training in general faults and inspections.

**RESOLVED** that the Parish Manager progresses play inspection staff training.

#### **469. Insurance Quotations**

The Parish Manager referred to quotations from the existing insurers for  
- liabilities relating to additional staffing  
- vehicle and machinery fleet

Copies appear as **Appendix A** in the Minute Book.

The Parish Manager advised that three other insurance companies had been approached (Swinton Insurance, Alexander Swan & NFU Mutual) to ask if they could improve the quote. All indicated that the lack of previous insurance history for vehicles meant that premiums would be higher than those already quoted. The Parish Manager also advised that the quotes would be revised slightly to include the acquisition of mowers and tippers from Swindon Borough Council. Overall cost is more likely to be combined premiums of £7,000.00.

**RESOLVED** that the Parish Council commits to the insurance premiums as quoted (**Appendix A**) and that the Parish Manager is authorised to release payment.

#### **470. Service Transfer Update**

The Parish Manager reported to Council that the Parish Council had received feedback from the Ministry of Housing, Communities and Local Government in response to its application for a Public Works Loan. To proceed, the Parish Council needs to reconfirm its resolution (Minute 430.) as follows:

**RESOLVED** that at the Parish Council meeting of 29 June 2020 and 27 July 2020 respectively, that the Council seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £76,000 over the borrowing term of 3 years for the acquisition of machinery. The annual loan repayments will come to around £26,191.00

**RESOLVED** that it is not intended to increase the council tax precept for the purpose of the loan repayments.

The Parish Manager updated that the transfer of staff looked to be progressing without any major concerns. There may be a delay in ensuring all vehicles are on site for the date of transfer...The Parish Manager highlighted a document setting out options for additional warranty on the tractor, which was not agreed previously, a copy of which appears as **Appendix B** in the Minute Book. Councillors debated the preferred option.

**RESOLVED** that the Parish Manager instructs the supplier to ensure that the Council are covered by a three year additional warranty.

**Date of next meeting: Monday 24th August 2020 7.00 pm**

Meeting closed 7.38 pm

Signed.....

Date.....

Chair of the Council