

WEST SWINDON PARISH COUNCIL

Minutes of the

WEST SWINDON ANNUAL PARISH COUNCIL
held on **MONDAY 22 MAY 2023** at 7.00 pm
at **Unit 25, Westmead Industrial Estate, Swindon, SN5 7YT**

Present:

Cllr Junab Ali
Cllr Mustafa Dayan
Cllr Mustafa Ertas
Cllr Suresh Gattapur
Cllr Leon Grother
Cllr Rose Llewellyn
Cllr Tim Makofu
Cllr Trish Philpot
Cllr Graham Philpot
Cllr Andrew Swinyard
Cllr Caryl Sydney Smith
Cllr Keith Williams
Cllr Sean Wilson

Officers: Paula Harrison (Parish Manager)

Public: Twelve

6.32 pm Public Questions: Cllr T Philpot chaired this session.

Resident asked if verges would be reinstated properly after the works by Scottish and Southern. *Cllr Ali advised that the Cabinet Member for Highways at Swindon Borough Council would be looking into it.*

Resident asked if anything could be done to create a weight restriction on Whitehill Way due to volume of noise and road conditions worsened by volume of HGV traffic. *The Parish Manager was requested to contact Swindon Borough Councillor Chris Watts.*

A resident reported obstructive hedging on Tallis Walk. *To be investigated.*

A resident asked if new Parish Councillors will be claiming an allowance and if Parish Councillors are on more than one Council, will they be declaring all the allowances that they collect. *Cllr T Philpot advised that allowances were provided to ensure that no Councillor would be out of pocket from fulfilling their public duties and that it was a personal decision whether or not the allowances were claimed.*

A resident asked when the pathway from the Prinnels to Shaw Ridge would be reinstated. *The Parish Manager advised that this was a commitment made by a Swindon Borough Council Officer but could be followed up by the Parish team.*

A resident asked why mowing was being undertaken so close to the pond area instead of

leaving distance for wildlife. *The Parish Manager to investigate.*

A resident asked the Parish Council to consider adding play equipment to the Prinnels area to reduce the numbers of children playing in the street. *Cllr T Philpot advised this could be considered in the future.*

Meeting Start: 6.58 pm

1. Election of Chair for 2023/24

For the election of a Chair for the West Swindon Parish Council Municipal Year 2023/24, nominations were received for Cllr Junab Ali and Cllr Caryl Sydney Smith.

RESOLVED that Cllr Ali is duly elected as Chair for the West Swindon Parish Council Municipal Year 2023/24.

2. Declaration of Acceptance of Office

Cllr Ali accepted the Office of Chair.
Declaration of Office book signed.

3. Election of Vice-Chair 2023/24

For the election of a Vice Chair for the West Swindon Parish Council 2023/24, nominations were received for Cllr Rose Llewellyn and Cllr Caryl Sydney Smith.

RESOLVED that Cllr Llewellyn is duly elected as Vice Chair of West Swindon Parish Council for 2023/24.

4. Code of Conduct

Swindon Borough Council's Code of Conduct has been circulated, a copy of which appears as **APPENDIX A** in the Minute Book.

RESOLVED that Code of Conduct is adopted

5. Declarations of Interest & Applications for Dispensation

To receive any Declarations of Interest required by the Code of Conduct.
None declared.

6. Minutes of previous meeting

Councillors reviewed the minutes of the Parish Council meeting held on 24th April 2023 a copy of which appears as **APPENDIX B** in the Minute Book.

RESOLVED that the Minutes of Full Council held on 24th April 2023 be approved and adopted.

7. Terms of Reference and Delegation Scheme

Councillors reviewed the Terms of Reference and Delegation Scheme for 2023/24

RESOLVED that the Terms of Reference and Delegation Scheme is approved and adopted

8. Calendar of Meetings 2023/24

Councillors reviewed the Calendar of Meetings. It was proposed that Finance & Staffing Committee to be held immediately prior to Full Council and the Calendar of Meetings to be amended accordingly.

RESOLVED that the Calendar of Meetings be amended with Finance & Staffing and Full Council being held on the same date. A copy to be appended to the Minutes as **Appendix C**.

9. Appointment of Committees 2023/24

Nominations to Committees received, a copy of which appears as **APPENDIX D** in the Minute Book.

10. Election of Chair and Vice Chair 2023/24 for Committees

Nominations received for Chair and Vice Chair of the Planning, Leisure and Environment Committee.

RESOLVED that Cllr Leon Grother is duly elected as Chair and Cllr Sean Wilson is duly elected as Vice Chair.

11. Working Parties

RESOLVED that membership of the Services Working Party to be agreed as follows: Cllr Caryl Sydney Smith, Cllr Sean Wilson, Cllr Rose Llewellyn, Cllr Trish Philpot and Cllr Mustafa Ertas. It was agreed to appoint Councillors to other Working Parties as and when required.

12. Membership of Other Bodies

Councillors considered the membership of other bodies 2023/24 such as the Swindon Area Committee. Councillors debated the value of membership.

RESOLVED that Councillors to consider membership at a future date.

13. Statement of Reserves

Councillors received a Statement of Reserves as at 31.03.23, a copy of which appears as **APPENDIX E** in the Minute Book. This was duly noted for information.

14. General Power of Competence

Councillors considered the report of the Parish Manager regarding General Power of Competence, a copy of which appears as **APPENDIX F** in the Minute Book.

RESOLVED that West Swindon Parish Council confirms that it meets the criteria to exercise the General Power of Competence in 2023/24 and is duly adopted.

15. Appointment of Internal Auditor

Councillors confirmed the re-appointment of the company Auditing Solutions for internal audit services 2023/24.

16. Review of Standing Orders

Councillors considered the Standing Orders for 2023/24, a copy of which appears as **APPENDIX G** in the Minute Book.

RESOLVED that the Standing Orders 2023/24 be adopted as is.

17. Review of Financial Regulations

Councillors reviewed Financial Regulations for 2023/24 a copy of which appears as **APPENDIX H** in the Minute Book.

RESOLVED that the Financial Regulations be approved and adopted.

18. Review of Property and Assets

Councillors reviewed the Register of Assets , a copy of which appears as **APPENDIX I** in the Minute Book.

RESOLVED that the Register of Assets be approved and agreed.

19. Review of Key Policies

Councillors reviewed policies and the risk assessment pack for 2023/24..

RESOLVED that the following policies be approved and adopted for 2023/24:

- Health & Safety
- Grievance Procedure
- Formal Complaints Procedure
- Recording & Reporting of Meetings
- Data Protection
- Freedom of Information

20. Update from Swindon Borough Councillors

Cllr Gattapur reported that 20 mph zones were being progressed for Old Shaw Lane. A regular road sweep had also been requested.

Cllr Williams reported that Solar Together was continuing to roll out with notices to residents going out in June.

Cllr Wilson reported that he wished to thank Cllr Sydney Smith for her work as a Borough Councillor for Lydiard and Freshbrook.

Cllr Ali reported that he was looking forward for all Councillors to be working together to make a difference.

21. Update from Parish Councillors

Cllr T Philpot noted that Freshbrook Coronation party did not go ahead due to the brewery pulling out and thanked resident Geoff Gould for his efforts.

Cllr Gattapur reported that Coronation activity in Westlea park went well and thanked the efforts of Ian and Fay Howard.

Cllr Singh reported that residents in the Prinnels and Ramleaze had enjoyed the Coronation. She flagged the volume of trip hazards throughout Ramleaze due to root damage to footpaths. She indicated that it was perceived that anti social behaviour is on the increase.

Cllr Sydney Smith thanked the Greendown Copse group for their work on relaying the bark footpaths through the woodland. She suggested that further work needed to be undertaken by the Parish Council in relation to youth support.

22. Mini Forests Proposal

Councillors noted information circulated relating to Tiny Forests projects which have been undertaken in other parts of Swindon.

RESOLVED that West Swindon Parish Council agrees in principle to participation in Earthwatch Tiny Forests project

Meeting Close: 7.48 pm

Signed:

Chair, West Swindon Parish Council

Date: