

## WEST SWINDON PARISH COUNCIL

Minutes of the  
**PLANNING, LEISURE & ENVIRONMENT COMMITTEE**  
held on **Monday 02 October 2023** at **6.00 pm**  
**Unit 25, Westmead Industrial Estate, Swindon, SN5 7YT**

**Present:**

Cllr Junab Ali (virtual)  
Cllr Peter Bates  
Cllr Mustafa Dayan (virtual)  
Cllr Leon Grother (Chair)  
Cllr Rose Llewellyn (virtual)  
Cllr Tim Makofu  
Cllr Andrew Swinyard

**Officers:** Paula Harrison (Parish Manager)

**Public:** Two (one virtual)

**Meeting Start:** 6.10 pm

**Public Questions:**

Resident asked for a bridge to be looked at by Woodchester in Westlea Park  
*The resident was advised that this would be reported to Swindon Borough Council*

Resident question was put forward asking if CCTV could be installed on Mannington Lane/Toothill bridge or Westlea park and/or whether there could be mobile units.  
*The Chair requested that a CCTV report be taken to the next Full Council*

Resident asked if mower drivers could litter pick large littered items before mowing.  
*The Chair advised it that the team could be reminded to avoid mowing large visible items.*

Resident query was put forward suggesting that the Committee consider the former play area space by Crawford Close as an alternative site for community planters rather than the space at Cottington Close.  
*The Chair advised that this could be reviewed after the flyer has been distributed.*

Meeting start 6.11 pm,

**113. Welcome & Applications for Dispensation**

113.1 Cllr Sydney Smith declared an interest in Item 6. as a Director of the Toothill hub.

**114. Communications Update**

The Parish Manager circulated a report detailing information about Facebook posts from other Parish Councils. A copy of the report can be found as **Appendix A** in the Minute Book. The report indicated that there was a direct correlation between

the volume of posts from a Parish Council and the number/type of venues that it holds. For example, 64% of posts from South Swindon Parish Council, 57% of posts from Stratton St Margaret Parish Council, and 42% of posts from Haydon Wick were publicity and marketing communications for specific events. It was noted that the quality of posters and publications were good. For some Parish Councils this is self generated and others have arrangements with partners or marketing companies.

The Parish Manager reported that the website continued to be delayed but it was hoped that a test version would be ready by the end of October.

**115. Grass Cutting and Planting**

- 115.1 The Parish Manager gave an update report, a copy of which appears as **Appendix B** in the Minute Book. The report indicated that emerging research was indicating that grass maintained at 2 inch height is optimum for broadleaf weed prevention and carbon sequestration. On this basis, it was proposed that grass cutting in 2024 be resumed with the retention of low mow areas that work well such as Saltway field and Shaw Forest whereas other low mow areas could revert to routine mowing.

The Parish Manager had circulated a list of wildlife species found at Edgehill Haven which was duly noted.

**RESOLVED** that

- a) with the exception of Shaw Linear Park meadow (FAB) and Edgehill Haven plus low mow zones that work well, that routine grass cutting be resumed across the Parish with a review to take place in Autumn 2024
- b) a communication to the public be circulated and updated during the grass cutting season to keep members of the public informed on the progress of the grass cutting schedule

**116. Christmas Event**

- 116.1 The Parish Manager circulated a report setting an option to partner with Westlea Fire Station open day in December, a copy appears as **Appendix C** in the Minute Book. The report indicated that the 2022 event had been very popular with hundreds of people passing through the event. Costs were likely to be minimal as decorations were available from the previous year.

**RESOLVED** that West Swindon Parish Council confirms its participation in the Westlea Fire Station open day in December.

**117. Allotment Fees**

- 117.1 The Parish Manager provided a report had been prepared, a copy of which appears as **Appendix D** in the Minute Book. Councillors considered the resources required to run the allotment site and noted that it had not raised allotment fees in 2022. A ten percent increase for 2023-24 would result in the following fees: (numbers rounded to the nearest pound):

- Half plot £32.00 for West Swindon residents, £43.00 non residents

- Full plot £62.00 for West Swindon residents, £85.00 non residents

**RECOMMENDED** that the allotment fees should increase by 10%

**118. Grants**

118.1 The Parish Manager circulated a report detailing applications for grant funding. A copy appears as **Appendix E** in the Minute Book. The Parish Manager advised that Councillors would need to determine funding for projects that would be ring-fenced to or for the specific benefit of West Swindon residents. The following applications were received

- £1000 Swindon Hardship Fund
- £5,000 Swindon Growbaby
- £297 to £520 Dressability
- £5111 West Swindon Family Project
- £4859 Toothill The Hub

It was determined that Swindon Growbaby could not ring fence the funding to a sufficient degree that would ensure it was directed to West Swindon residents only. It was suggested that direct links be promoted between the West Swindon Family Project and Swindon Growbaby for cross referrals.

It was determined that Dressability is a hugely successful project making an important difference, it is not however directed to West Swindon residents only. If it might be helpful to the organisation, the Parish Office could offer to assist with low quantity printing.

**RECOMMENDED** that the following grant awards be offered

- £1000 Swindon Hardship Fund – West Swindon residents only
- £4731 West Swindon Family Project
- £3702 Toothill The Hub – electronic till purchase only

**119. Planning Report**

The Parish Manager shared a planning report, a copy appears as **Appendix F** in the Minute Book. The Parish Council is a consultee for planning applications in West Swindon. The following applications were submitted and no objections were recorded:

APPLICATION	PLANNING APPLIED FOR	LOCATION
S/HOU/23/1083	Installation of an air source heat pump	38 Beverley Toothill SN5 8BJ
S/HOU/23/1147	Erection of a single storey rear extension	16 Ancona Close Ramleaze SN5 5NR
S/23/1109	Change of use of public open space to domestic garden & parking with 1.8m close board fencing	1 Colchester Close Toothill SN5 8AG

Meeting closed 7.25 pm.

Signed: .....

Chair, Planning, Leisure & Environment Committee

Date: .....

DRAFT