

## WEST SWINDON PARISH COUNCIL

Minutes of the  
**PLANNING, LEISURE & ENVIRONMENT COMMITTEE**  
held on **Monday 04 December 2023 at 6.00 pm**  
**Unit 25, Westmead Industrial Estate, Swindon, SN5 7YT**

**Present:**

Cllr Mustafa Dayan (virtual)  
Cllr Leon Grother (Chair)  
Cllr Rose Llewellyn (virtual)  
Cllr Nandini Singh  
Cllr Graham Philpot (virtual)  
Cllr Trish Philpot (virtual)  
Cllr Andrew Swinyard  
Cllr Caryl Sydney Smith

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

**Public:** None

**Public Questions:** None

Meeting start 6.01 pm,

**171. Apologies & Applications for Dispensation**

**Apologies:** Cllr Wilson Cllr Makofu  
Applications for dispensation: None.

**172. Play Update**

The Parish Manager advised that Bess Road kickabout area was the main project for the year. Westlea kickabout fencing needs replacing and would be proposed as the next project. The work would be undertaken by the Parish team. Signs at Shelfinch had been delivered and would be installed very shortly.

**173. Website Update**

The Parish Manager gave Councillors an online preview of the changes made to date on the Parish website. Work would continue and training given to the office team to upload page information and would hopefully be ready early next year. It was noted that the colour options could be improved.

**174. Christmas Event**

The Parish Manager confirmed that the team preparation for the Fire Service Open Day on Saturday 16 December was complete and would be ready to set up the following week.

**175. Bulb Planting Update**

The Parish Manager provided a report, a copy of which appears as **Appendix A** in the Minute Book. Councillors noted the information.

**176. Planning Report**

The Parish Manager circulated the Planning Report, a copy of which appears as **Appendix B** in the Minute Book. The Councillors raised no objections to the following:

S/HOU/23/1378	Erection of a single storey rear extension	14 Benwell Close Westlea sN5 7BY
S/HOU/23/1179 (Revised)	Erection of a single storey rear extension	11 Stenness Sparcells SN5 5FN
S/HOU/2/1433	Erection of a first floor side and front extension	7 Stancombe Park Westlea SN5 7AP

**177. Bess Road Kickabout**

The Parish Manager advised that the tender process advertised through Contract Finder had ended and a number of submissions had been made. All applicants were required to complete a tender document with references. A scoring process had been applied and was circulated for consideration, a copy of which appears as **Appendix C** in the Minute Book. Councillor noted the information and reviewed the submissions. It was noted that there were two types of goal ends proposed and a range of options regarding additional drainage solutions.

**RECOMMENDED** that Council approves ESP Ltd as the approved provider for Bess Road kickabout as per their contract documentation with an expenditure as per the tender advertisement up to £50,000.

Meeting closed 7.07 pm.

Signed: .....

Chair, Planning, Leisure & Environment Committee

Date: .....