

**WEST SWINDON PARISH COUNCIL**

Minutes of the  
**WEST SWINDON PARISH COUNCIL**  
**MEETING on MONDAY 23 July 2018 at 6.30pm**  
**at WEST SWINDON LIBRARY**

**Present:**

Cllr Steph Exell  
Cllr Suresh Gattapur  
Cllr Nigel Gibbons (Chair)  
Cllr Ellen Heavens  
Cllr Prakash Khaitan  
Cllr Vinay Kumar  
Cllr John Lenton  
Cllr Timothy Makofu  
Cllr Nick Martin  
Cllr Mary Martin  
Cllr Tim Swinyard  
Cllr Caryl Sydney Smith  
Cllr Matt Walker

**Officers:**

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

Public: Eight

**Public Session:**

A resident raised a question around the Streetsmart report detailed on the agenda, The Chair advised that at the moment this was a confidential matter but as soon as it was possible, the findings would be shared with the residents.

A resident queried the cleaning schedule of Great Western Way, the Chair advised that it was the responsibility of Swindon Borough Council.

Meeting start 6.38pm

The Chair welcomed Councillor Prakash Khaitan

**84. Apologies**

Cllr Matthew Courtliff, Cllr Keith Williams

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

None.

**86. Minutes of the previous meeting**

**RESOLVED** that the minutes of the Parish Council meeting held on 18<sup>th</sup> June 2018 be confirmed and adopted.

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

**RESOLVED** that the minutes of the Planning & Environment Committee meeting held on Monday 2<sup>nd</sup> July 2018 be confirmed and adopted.

**88. Minutes of Finance and Staffing Committee**

**RESOLVED** that the Schedule of Payments for June 2018 of eight Payments totalling £23,073.67 be agreed as follows:

**RESOLVED** that the Lone Working Policy be adopted.

**RESOLVED** that the minutes of the Finance and Staffing Committee meeting held on Monday 2<sup>nd</sup> July 2018 be confirmed and adopted.

**89. Minutes of Leisure and Amenities Committee**

**RESOLVED** that the minutes of the Leisure & Amenities Committee meeting held on Wednesday 4<sup>th</sup> July 2018 be confirmed and adopted.

**90. Update from Swindon Borough Councillors**

Councillor Tim Swinyard gave the following updates:

Work in Whitecastle resurfacing will begin on 6<sup>th</sup> August.

Work will begin in Kendal on the 3<sup>rd</sup> August.

Cllr Tim Swinyard advised that the cash boxes at Lydiard Park Car Park's would be being left open overnight to try and stop the vandalism.

Cllr Tim Swinyard advised that due to the hot weather, the bins would be being collected earlier, the rounds will be started at 6am instead of 6.30am.

Councillor Steph Exell gave an update regarding the Planning Committee consideration of the Minerva House planning application; the item has been deferred to Borough Ward Councillors, Cllr Exell welcomed views from Westlea Parish Councillors.

Councillor Tim Swinyard advised that the developers have found 117 spaces. Cllr Swinwayd also advised that affordable housing didn't have to be provided if it can be proved not to be financially viable. This is supported by the HO4 planning framework.

Councillor Mary Martin gave an update on the Mannington Roundabout works.

The removal of the bus lane and the island on Tewkesbury Way are now complete, they will begin working on adding a bit extra to the lane turning left into town, there will also be a

new exit from the retail park straight on to Great Western Way. Councillor Mary Martin advised that dropped kerb and drive way blocking enforcement is currently going through formal consultation, this closes on Monday 30<sup>th</sup> July.

Councillor Nigel Gibbons advised that he had met with the Chairs of Central North and Central South Parish Council's, they had agreed to continue liaison regarding grass cutting and street cleaning.

Councillor Nigel Gibbons advised that South Swindon Parish Council were working on a 'green corridor' ending on the east side of Mannington Roundabout, they have asked West Swindon Parish Council to look to carry it on.

**91. Reports from Parish Council Representatives**

Councillor Timothy Makofu reported that he and Councillor Steph Exell had a productive meeting with the Toothill Big Local regarding working together.

Councillor Ellen Heavens gave an update regarding representing the Parish Council at the the planning committee meeting for Minerva House. Councillor Ellen Heavens advised that she has had no invitation to attend and WALC meetings; she has contacted the Vice Chair but yet to hear back.

**92. Streetsmart Update Report**

Councillors received a report updating on the grounds maintenance contract, a copy of which appears as **Appendix A** in the Minute Book.

Mr Rob Core from Swindon Borough Council gave an update on Streetsmart activities such as grass cutting, weed killing and shrub maintenance.

Councillor's queried how does the grounds maintenance team work with housing to ensure that the areas look smart.

Mr Core advised that open spaces in housing areas are still within the parish boundary, the team would like to work with the parish to enhance the areas. However the Parish Council is not responsible for Toothill Village Centre.

A detailed grass cutting schedule was requested, Mr Core advised that this was difficult to do, the schedule would have to be amended daily due to weather, machinery issues etc.

Councillor's queried that sometimes the mowers leave behind grass on the pavements, who is checking the work that is done?

Mr Core advised that the new mowers have equipment to be able to clean up any mess. Team leaders should check the work that is done.

**93. Newsletter**

Councillors received a report detailing different options and costs for a household newsletter, a copy of which appears as **Appendix B** in the Minute Book.

Councillors discussed the report.

Time: 7.19pm

Standing orders were suspended, Councillor Nigel Gibbons invited the residents feedback.

Resident feedback reported that the parish doesn't communicate with residents, the page in the Link centre is not about the Parish, it is all about what the Councillors are doing. The cost of printing could be better spent on other things.

A suggestion was made to use social media more, website, Facebook etc as well as the Link Magazine.

Councillor Nigel Gibbons thanked the residents for their input.

Time 7.23pm

Standing orders reinstated.

**RESOLVED** that newsletters is taken back to the Leisure & Amenities meeting on 8<sup>th</sup> August 2018 for further discussion.

**94. Sparcells Development – Toddler Play Area**

Councillors received a report, a copy of which appears as **Appendix C** in the Minute Book, detailing options for the proposed toddler play area within the Sparcells development.

**RESOLVED** that the new play area be commissioned and built by SHDC and then transferred to West Swindon Parish Council on a long lease.

**95. Fly Tipping & Litter Working Party Update**

Councillors received a report, a copy of which appears as **Appendix D** in the Minute Book, Councillor Ellen Heavens gave an update from the Fly Tipping & Litter Working Party.

Councillors discussed the report.

**RESOLVED** that the Parish Council approves the model for Volunteer litter picking as proposed, subject to final areas being agreed at a future meeting.

**RESOLVED** that the environmental grant pots be created for each area/team.

**RESOLVED** that the Fly Tipping and Litter Working Party will report back to Full Council at a later date.

**96. Parish Office – Underlease**

The Parish Manager distributed information relation to the request to agree an Underlease with Swindon Borough Council

It was noted that the Parish Council may seek its own legal advice.

**RESOLVED** that the Parish will agree an Underlease with Swindon Borough Council.

Time: 7.55pm

**97. Admission of Public and Press**

In accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and

public be temporarily excluded and they be instructed to withdraw', the public were asked to leave the meeting.

**98. Preliminary Draft Report – Streetsmart Service Review**

Councillors received a draft report for discussion.

It was noted that a meeting with KMC will be agreed to provide an opportunity for Councillors to seek clarification or enlargement on any issues in the report.

The meeting closed at 20.13 pm

Signed.....

Date.....

Chair of the Council

DRAFT