

**South Swindon Parish Council**

Full Council Meeting

Minutes of the meeting held on 21 November 2023 at 7.15pm  
In the Council Chamber, Parish Council Office, Gladstone Street, Swindon.

|                   |                             |                          |
|-------------------|-----------------------------|--------------------------|
| <b>Present:</b>   | Cllr J Howarth (Vice-Chair) | Cllr P Herring           |
|                   | Cllr S Ahmed                | Cllr S James             |
|                   | Cllr J Ali                  | Cllr L Kasmaty           |
|                   | Cllr S Allsopp              | Cllr R Leather           |
|                   | Cllr R Banwell-Moore        | Cllr J Pereira           |
|                   | Cllr D Dias                 | Cllr G Philpot           |
|                   | Cllr J Firmin               | Cllr T Silberberg        |
|                   | Cllr D Griffiths            | Cllr N Watts             |
| <b>Officers:</b>  | Jake Mee                    | Chief Executive Officer  |
|                   | Carol Clark                 | Administration Assistant |
| <b>Public:</b>    | Six                         |                          |
| <b>Apologies:</b> | Cllr N Hopkins (Chair)      | Cllr J Miah              |
|                   | Cllr M Davies               | Cllr T Philpot           |
|                   | Cllr A Hamid                | Cllr D Vales             |
|                   | Cllr M Le Coyte-Grinny      |                          |

**2324 – 232     Declarations of Interest & Applications for Dispensation**

Cllr Kasmaty and Cllr Leather declared a non-pecuniary interest in the allotments.

**2324 - 233     Public Questions**

Question 1: Is there any update on the revamp of the Mesothelioma Garden?

Answer 1: Consultation and design have now been accepted by Council. The design is to be sent to a landscape architect to draw up a bill of quantities and schedule. This will be tendered out for contractors to complete the work.

Question 2: Has there been any progress with the SBC planning department regarding the Hot House removal and the site Parish proposal?

Answer 2: No. Having obtained advice from a leading heritage architect, they believe that demolition will not be achievable even with a robust Heritage Impact Statement. They have quoted to work up an alternative plan and this needs to be examined by the Assets Working Party.

Question 3 : The hedge outside the toilets was removed revealing the 1953 railings will these be repainted?

Answer 3: Believe so, will make enquiries with the maintenance team.

Question 4: Regarding the 7th November meeting of the Leisure, Environment & Amenities minute 2324-227 does this mean the Parish would not accept the placement of the Polish monument paid for and created by the Polish community at Queen's Park?

Answer 4: It was felt the memorial was too large and a suitable location could not be identified. Cllr Kasmaty would speak with Mr Pajak regarding the proposal.

Question 5: The banners of WWI and WWII local Swindon residents were not exhibited in our parks this year for our Remembrance tribute. Is this a “rest year” with future exhibition in future years? If the banners are to be deposited off can they be offered to the families?

Answer 5: The banners would be cleaned up and will return next year.

Question 6: Thank you to the parish council for the refurbishment of the Polo Ground Gates. One gate remains to be refurbished, is this gate to be done as well?

Answer 6: There are plans for this remaining gate to be refurbished.

Question 7: As the parish council is a major sponsor of the Old Town Business Association lights switch on, can the parish council influence the Old Town Business Association to remove the suggested £1.25 entrance fee and make the event a free event.

Answer 7: Councillors informed the resident that they have been in recent discussions with the Old Town Business Association and they have been shown the budget for the Old Town lights switch on. Councillors confirmed that they will raise the issue at future meetings.

Question 8: The resident wished to bring to the attention the amount of graffiti located in and around the Town Centre and wondered if the parish council would consider buying a ‘Tornado ACS’ ecofriendly graffiti cleaning machine.

Answer 8: The area in question is not a parish council area of concern. However, we will investigate the machine that has been brought to our attention.

Question 9: Residents from Newburn Crescent have brought to the parish council’s attention drainage issues that are causing persistent and serious flooding to their property.

Answer 9: The Clerk has agreed to make a return visit to meet the residents of Newburn Crescent. This visit will include the allotment land that is managed by the parish council and the un-adopted river Fleet. Any land that falls outside of the parish council’s responsibility will be identified.

**2324 – 234      Chair’s Report**

There was no Chair’s report.

**2324 – 235      Information from Borough Councillors**

None present.

**2324 – 236      Minutes - Planning**

**RESOLVED:** That the minutes of the Planning meeting held on 7th November 2023 be approved as a correct record.

**2324 – 237      Minutes – Leisure, Environment and Amenities**

**RESOLVED:** That the minutes of the Leisure, Environment and Amenities meeting held on 7th November 2023 be approved as a correct record.

**2324 – 238      Accounts- October 2023**

The Chief Executive Officer submitted the Management Accounts for October 2023, a copy of which appears as Appendix A in the Minute Book. The CEO gave an overview of the accounts and councillors discussed the information provided in the report.

**RESOLVED:** That the Management Accounts for October 2023 be approved.

**2324 – 239      Payment Schedule- October 2023**

The Chief Executive Officer submitted the Payment Schedule for October 2023, a copy of which appears as Appendix B in the Minute Book.

**RESOLVED:** That the Payment Schedule for October 2023 totalling, £411,355.15 be approved.

**2324 – 240      Parish Election Cycle Consultation**

The Chief Executive Officer submitted the Swindon Borough Council's consultation on harmonising the parish council election cycle with the borough's whole council elections starting in 2026. A copy of which appears as Appendix C in the Minute Book.

**RESOLVED:** That the parish council align its future with Swindon Borough Councils Parish/Town election cycle.

**2324 – 241      Polling Districts and Polling Places Review**

The Chief Executive Officer submitted the Notice of Review of Polling Districts and Polling Places 2023. A copy of which appears as Appendix D in the Minute Book.

**RESOLVED:** That the Council object to the proposed change to the Walcot & Park North ward polling station, from Goddards Park School to Park North Village Hall.

**2324 – 242      Allotment Fees**

The Chief Executive Officer submitted a report regarding a recommendation from the Leisure, Environment and Amenities Committee to amend the allotments fees increase for some non-parishioner allotment holders in 2024-25. A copy of which appears as Appendix E in the Minute Book.

**Recommendations**

**3.1** That council adopt the alternative option for charging of non-parishioners that had plots prior to the parish being established should be implemented.

**RESOLVED:** To approve recommendations 3.1.

**2324 – 243      Community Centre Terms of Hire**

The Chief Executive Officer submitted the proposed terms of hire for parish council community facilities. A copy of which appears as Appendix F in the Minute Book.

**RESOLVED:** To adopt the terms of hire and bring the terms of hire back to Full Council should a problem occur at any of our community facilities.

**2324 – 244      Calendar of Meetings**

The Chief Executive Officer gave a verbal report regarding the scheduling of meetings.

**RESOLVED:** To note the report.

**2324 – 245      Croft Sports Centre**

The Chief Executive Officer submitted a report regarding Croft Sports Centre. A copy of which appears as Appendix G in the Minute Book.

**Recommendations**

**3.1** Council should decide on the next steps in regard to sports provision as a whole and an overarching strategy.

**RESOLVED:** To create a new Health & Wellbeing working party and Terms of Reference to discuss the Crofts Sport Centre.

**2324 – 246      DBS Policy**

The Chief Executive Officer submitted a draft DBS policy for adoption. A copy of which appears as Appendix H in the Minute Book.

**RESOLVED:** To adopt the DBS policy.

**2324 – 247      Parish Services Policy**

The Chief Executive Officer submitted a draft Parish Services policy for adoption. A copy of which appears as Appendix I in the Minute Book.

**RESOLVED:** To adopt the Parish Services policy.

**2324 – 248      Wood Street Taxi Marshall Service**

The Chief Executive Officer submitted a written request from Swindon Borough Council regarding Wood Street Taxi Marshall Service. A copy of which appears as Appendix J in the Minute Book.

**RESOLVED:** To conduct no further action with regards to taking on this service.

Meeting Closed at 8.28pm

Signed:

Dated:

Chair of the Parish Council

