

South Swindon Parish Council

Full Council Meeting

Minutes of the meeting held on 24 October 2023 at 7.15pm

In the Council Chamber, Parish Council Office, Gladstone Street, Swindon.

Present:	Cllr N Hopkins (Chair) Cllr J Howarth (Vice-Chair) Cllr R Banwell-Moore Cllr M Davies Cllr D Dias Cllr J Firmin Cllr D Griffiths	Cllr S James Cllr L Kasmaty Cllr M Le Coyte-Grinny Cllr J Pereira Cllr G Philpot Cllr T Philpot Cllr T Silberberg Cllr N Watts
Officers:	Jake Mee Abi Garside-Scutts Carol Clark	Chief Executive Officer Events Manager Administration Assistant
Also Present:	Acting Chief Inspector Carly Nesbit Chris Watts	Wiltshire Police Swindon Borough Council Cabinet Member for Environment and Transport
Public:	None	
Apologies:	Cllr J Ali Cllr S Ahmed Cllr S Allsopp Cllr A Hamid	Cllr P Herring Cllr R Leather Cllr J Miah Cllr D Vales

2324 – 188 Declarations of Interest & Applications for Dispensation

None

2324 - 189 Public Questions

None

2324 – 190 Chair's Report

South Swindon in Bloom: We are very proud that South Swindon Parish Council received a gold award for their entry into South West in Bloom Award. In addition, gold awards were presented to the Great Western Hospital and Richard Jeffries Museums for their entries into the Neighbourhood Awards. In Bloom is never about 1 individual or organisation achieving success it is very much a working partnership between volunteers, staff and councillors. Well done everybody involved.

The Old Town Gardens aviary refurbishment is now complete. This project has attracted a lot of positive attention from media outlets such as the Swindon Advertiser, BBC Points West and on our social media pages. The maintenance and Old Town gardening teams have done a terrific job. A motion of thanks was

passed and carried to formally thank both Aaron and Vaughn and their teams for such great work.

New notice boards are being installed at Queens Park and GWR Park.

The next phase for the refurbishment of the Queens Park gates located at the Drove/ York Road entrance has begun.

The GWR train axels have been refurbished by our services team and are being re-installed back into GWR Park shortly.

Tiny Forests – 5 new tiny forests are making brilliant progress within our parish with the assistance of Earthwatch. Tiny Forests create their own micro-climate.

Enchanted Gardens Light Trail – There are encouraging sales figures that we can see from our ability to look into the back end of our sales website. Managing the website ourselves gives us a degree of control of access for this and future events.

2324 – 191 Information from Borough Councillors

None present.

2324 – 192 Minutes – Full Council

RESOLVED: That the minutes of the Full Council Meeting held on 19th September 2023 be approved as a correct record.

2324 – 193 Minutes - Planning

RESOLVED: That the minutes of the Planning meeting held on 26th September 2023 be approved as a correct record.

2324 – 194 Minutes - Planning

RESOLVED: That the minutes of the Planning meeting held on 17th October 2023 be approved as a correct record.

2324 – 195 Delegated Decisions

The Chief Executive Officer submitted a report regarding a delegated decision, a copy of which appears as Appendix A in the Minute Book.

RESOLVED: That the report and decision be noted.

2324 – 196 External Audit Report 2022 - 23

The Chief Executive Officer submitted the signed Section 3 of the Annual Governance & Accountability Return by external auditors PKF Littlejohn. A copy of which appears as Appendix B in the Minute Book.

RESOLVED: That the report be noted.

2324 – 197 Interim Internal Audit Report 2023/24 Quarter 2

The Chief Executive Officer submitted the internal audit from Auditing Solutions for the period to September 2023. A copy of which appears as Appendix C in the Minute Book.

RESOLVED: That the report be noted.

2324 – 198 SBC & Parish Partnerships

The Chief Executive Officer submitted a report regarding potential services currently provided by SBC to be offered for devolution to parish councils. A copy of which appears as Appendix D in the Minute Book.

Recommendations

3.1 That a further meeting is arranged with the Corporate Director of the Operations Department of SBC to discuss. Parish attendees to be decided at this meeting.

3.2 The council should decide if it wishes to appoint representatives (recommended 2 maximum) to either of the working parties.

RESOLVED: To approve recommendations 3.1 and for Cllr D Griffiths and the Chief Executive Officer to attend the meeting with the Corporate Director of the Operations Department.

RESOLVED: To prepare a councillor register of interest to appoint representatives to the Parish Protocol Working Group and the Transfer of Services Deeds Working Group.

2324 – 199 Swindon Link/Newsletter Delivery

The Chief Executive Officer submitted a response from Swindon Link regarding Councillor reports of missed deliveries. A copy of which appears as Appendix E in the Minute Book.

RESOLVED: To note the response.

2324 – 200 Enchanted Gardens Light Trail

The Events Manager submitted a report regarding the 2023 Enchanted Gardens Light Trail. A copy of the public consultation results appears as Appendix F in the Minute Book.

Recommendations

3.1 Support the Events Working Party's proposal to offer residents of the roads outlined in 2.1 complimentary tickets to the VIP Launch Night of the Enchanted Gardens Light Trail on 30 November 2023.

3.2 Support the Events Working Party's proposal to offer South Swindon Parish Council staff 4 tickets per staff member to the VIP Launch Night of the Enchanted Gardens Light Trail on 30 November 2023, as described in 2.2.

3.3 Resolve to amend the Town Gardens opening hours for the duration of the Enchanted Gardens Light Trail, as described in 3.1.

3.4 To hire a marquee, as described in 4.1, from Swindon Marquees for the duration of the Enchanted Gardens Light Trail.

RESOLVED: To approve recommendations 3.1, 3.2, 3.3 and 3.4.

2324 – 201 Defibs Update

The Chief Executive Officer submitted a report regarding an update on the placement of community defibrillators. A copy of which appears as Appendix G in the Minute Book.

Recommendations

3.1 That the council decides whether to commission three further community defibrillators and agree the locations.

3.2 That the cost is vired from the remaining Community Grant Budget.

RESOLVED: To approve recommendation 3.1 within the following areas; Park North, Park South and Walcot.

RESOLVED: To approve recommendation 3.2.

2324 – 202 Councillor Training

The Chief Executive Officer submitted a report regarding councillor finance training, a copy of which appears as Appendix H in the Minute Book.

RESOLVED: For the CEO to progress with councillor finance training for all councillors.

2324 – 203 Grants Policy

The Chief Executive Officer submitted an updated Grants Policy, a copy of which appears as Appendix I in the Minute Book.

RESOLVED: To adopt the updated Grants Policy.

2324 – 204 Quarry Road Tennis Courts Drainage Design

The Chief Executive Officer submitted the drainage design for flood alleviation at Quarry Road Tennis Courts. A copy of which appears as Appendix J in the Minute Book.

RESOLVED: To adopt the drainage design and delegate a spend of up to £25,000 to the Chief Executive Officer.

2324 – 205 Representative on Outside Bodies

The Chief Executive Officer submitted a verbal report regarding the appointment of a member to represent the parish with the Wiltshire Association of Local Councils.

RESOLVED: To appoint Cllr D Griffiths and Cllr J Firmin.

2324 – 206 Membership of Committees

The Chief Executive Officer submitted a verbal report regarding the appointment of members to vacant spaces on the Finance & Staffing Committee.

RESOLVED: To appoint Cllr S James, Cllr J Ali, Cllr T Philpot and Cllr G Philpot.

2324 – 207 Admission of Public and Press

To resolve 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'. **Reason: Community Safety and Commercial Confidentiality**

2324 – 208 Community Safety

Standing Orders were suspended at 7.25pm to allow Acting Chief Inspector Carly Nesbitt to present on Community Safety via an external Teams link. A question and answer session followed the presentation.

Standing orders were re-instated at 7.56pm.

2324 – 209 Project Support

The Chief Executive Officer submitted a quote and verbal report regarding grant consultant support for major projects. A copy of which appears as Appendix A in the Confidential Minute Book.

RESOLVED: To accept the quote for up to 3 months for a sum of up to £9,262.50.

Meeting Closed at 9.12pm

Signed:

Dated:

Chair of the Parish Council