

South Swindon Parish Council

Leisure, Environment & Amenities Committee

Minutes of the meeting held on 2nd July 2024 at 6.30pm
In the Parish Council Office, Gladstone Street, SN1 2AU

Present:	Cllr L Kasmaty (Chair) Cllr N Hopkins Cllr D Griffiths Cllr S James	Cllr J Firmin (Vice Chair) Cllr P Herring Cllr T Silberberg
Apologies:	Cllr M Le Coyte-Grinney	Cllr R Banwell-Moore
Absent:	Cllr S Allsopp	Cllr D Vales
Officers:	Matt Leather Max Tanner Abigail Garside- Scutts Nadia Alanis	Deputy CEO Committee Officer Events Manager Events Officer
Public:	4	
Public Questions:	Dr Michael Smith gave a presentation regarding an authentic train wheel that he has sourced for the Queen's Park Mesothelioma Garden on behalf of the Parish Council.	

2425 – 55 Apologies

Cllr M Le Coyte-Grinney and Cllr R Banwell-Moore

2425 – 56 Declaration of interest & Applications for dispensation

None

RESOLVED: *To suspend standing orders for the following agenda item: **Old Town Business Association Events***

2425 – 57 Old Town Business Association Events

The Committee received a verbal report from the Event's manager regarding the Old Town Festival. This was then followed by a presentation from the Old Town Business Association with a debrief on this year's Old Town Festival and their plans for the Old Town Festival in 2025.

RESOLVED

- i) **To allow Ukraine Fest to go ahead in the Town Gardens, subject to approval of event safety procedures from the Event's Manager.**
- ii) **To invite the Old Town Business Association to the October Full Council Meeting to outline their plans for an Old Town Festival held in the Town Gardens.**

The Chair asked for **Standing Orders to be reinstated.**

2425 – 58 Town Gardens Information Board

The committee received a written report from the Parish Council's Communications Officer regarding the replacement of the Town Gardens Information Board, a copy of which appears as Appendix A in the Minute Book. The Deputy CEO added that Councillors have the opportunity to email their comments regarding the contents of the Information Board to him by Monday morning.

Recommendation

3.1 Resolve to agree to install the sign in location A as described in 2.6.

3.2 Decide the style of the sign as described in 2.7.

3.3 To approve the quotes from Ward & Co to manufacture and install new information boards.

RESOLVED: i) **Install the new Town Gardens Information Board in location B.**
ii) **To approve a lectern style sign for the Information Board as detailed in Point 2.7.**
iii) **To approve recommendation 3.3.**

2425 – 59 Parish Office Window Renewal

The Committee received a written report from the Deputy CEO regarding improvements to Parish Council Office windows, a copy of which appears as Appendix B in the Minute Book.

Recommendations

3.1 Support the quote listed in Point 2.3 for the replacement of 15 Parish Office windows based on the contract specification detailed in Point 2.1

3.2 That the cost of this contract be covered from the local authority's Buildings Reserve.

3.3 To waive the Council's financial regulations relating to contracts to enable the Parish Council to contract this work without competition.

RESOLVED: **To approve recommendations 3.1, 3.2, 3.3.**

2425 – 60 Town Gardens Bowl Funding Update

The Committee received a verbal update from the Deputy CEO on the Town Gardens Bowl funding strategy.

2425 – 61 Libraries Update

The Committee received a written report from the Deputy CEO regarding the Parish Council's Libraries Service, a copy of which appears as Appendix C in the Minute Book.

RESOLVED: **To note the contents of the report.**

2425 – 62 Allotments Update

The committee received a verbal update from the Deputy CEO on the Parish Council's allotment service.

2425 – 63 Swindon Junior Robins

The Committee received a written report from Deputy CEO regarding a lease agreement with the Swindon Junior Robins FC, including a draft Heads of Terms for a lease with the football club. A copy of the report and draft Heads of Terms are included as Appendix D in the Minute Book. The Committee raised concerns about the football pitches not being available for the local community to hire and asked that this concern is addressed when negotiating the lease with the football club.

Recommendations

3.1 To authorize the CEO to sign a sublease with the Swindon Robins FC for a section of Buckhurst Field, including a section of the Buckhurst Sports Pavilion.

3.2 That the CEO be authorised to amend the draft Heads of Terms following negotiations with the football club.

RESOLVED: **To approve recommendations 3.1 and 3.2.**

Meeting Closes at 20.31pm

Signed.....

Date.....

Chair of the Parish Council