

South Swindon Parish Council

Full Council Meeting

Minutes of the meeting held on 23th July 2024 at 6.30pm

In the Parish Council Office, Gladstone Street, SN1 2AU

Present:

Cllr Rebecca Banwell-Moore – Vice-Chair
Cllr Steve Allsopp
Cllr Domingos Dias
Cllr John Firmin
Cllr Dave Griffiths
Cllr Patrick Herring

Cllr Sam James
Cllr Linda Kasmaty
Cllr Rosie Leather
Cllr Tom Silberberg
Cllr Danial Vales
Cllr Nadine Watts

Apologies:

Cllr Saleh Ahmed
Cllr Junab Ali
Cllr Mike Davies
Cllr Janine Howarth
Cllr Neil Hopkins - Chair

Cllr Marianne Le Coyte-Grinney
Cllr Joseph Pereira
Cllr Graham Philpot
Cllr Trish Philpot

Absent:

Cllr Abdul Hamid

Cllr Jamal Miah

Officers:

Matt Leather
Max Tanner
Carol Clark
Abigail Scutts
Nadia Alanis

Deputy CEO
Committee Officer
Assistant Clerk
Events Manager
Events Officer

Public:

2

Public Questions:

A resident came in support of item 11 and asked the following questions:

Question – Does the Parish Council know the cause of the pollution in Queen's Park Lake?

Answer – The Parish Council is commissioning specialist local water testing and the nearby Miller & Carter is conducting water testing on their land to determine the cause of the pollution. The lake has not been dredged for a long time which could also be contributing to the large amounts of duckweed and the Parish Council is in talks with local volunteer groups to help clear off some of the duckweed.

Question – Will the plaque quoting Shakespeare in the Mesothelioma Garden be retained?

Answer: The plaque will remain in the garden following the renovations.

Question – Is item 17 a review of the Habitual & Vexatious Complaints Policy itself or a review of a person taken up on the policy?

Answer – The item is a review of the implementation of the policy.

2425 - 64

Elect Chair of the Meeting

In absence of the Chair and Vice-Chair, Cllr P Herring was nominated to chair the meeting.

RESOLVED:

In absence of the Chair and Vice Chair Cllr P Herring is elected Chair of this meeting.

2425 – 65

Apologies

Cllr Saleh Ahmed, Cllr Junab Ali, Cllr Mike Davies, Cllr Janine Howarth, Cllr Neil Hopkins, Cllr Marianne Le Coyte-Grinney, Cllr Joseph Pereira, Cllr Graham Philpot and Cllr Trish Philpot

2425 – 66

Declaration of interest & Applications for dispensation

Cllr S Allsop declares a non-pecuniary interest on item 9 as he is a trustee for the Buckhurst Community Centre and did not participate in the debate.

2425 – 67

Minutes – Full Council

The council were presented with the draft minutes for the Full Council Meeting held on 18th June 2024 for approval, a copy of which appears in the Minute Book as Appendix A.

RESOLVED:

That the minutes of the Full Council Meeting held on the 18th June 2024 are approved as a true record.

2425 – 68

Minutes – Planning

The Council were presented with the draft minutes for the Planning Meeting held on the 25th June 2024 for approval, a copy of which appears in the minute book as appendix B.

RESOLVED:

That the minutes of the Planning Meeting held on the 25th June are adopted and approved as a true record.

2425 – 69

Minutes – Leisure, Environment and Amenities

The council were presented with the draft minutes for the Leisure, Environment & Amenities Meeting held on 4th June 2024 for approval, a copy of which appears in the Minute Book as Appendix C.

RESOLVED:

That the minutes of the Leisure, Environment & Amenities meeting held on the 4th June 2024 are adopted and approved as a true record.

2425 – 70

Emergency Decision

Councillors were presented with a report from the CEO regarding a delegated decision during the refurbishment of the GWR Park Gardener Base, a copy of which appears in the Minute Book as Appendix D.

Recommendation

3.1 To note the report and decision made.

RESOLVED:

Councillors note the report and the decision made by the CEO.

2425 – 71

Swindon Ward Boundary Proposals

Councillors were presented with a report concerning the Local Government Boundary Commission's proposed Swindon Ward Boundary changes, a copy of which appears in the Minute Book as Appendix E.

Recommendation

3.1 To decide whether and how to respond to the Local Government Boundary Commission's (LGBC) Ward Boundary proposals before the consultation period ends on 16th September.

RESOLVED:

The Council elects to defer this item to the Full Council Meeting on 20th August to allow Councillors the opportunity to submit suggestions to the LGBC.

2425 – 72

Community Assets Transfer

Councillors received a written report regarding a request from Swindon Borough Council to lease a number of community buildings within South Swindon Parish, a copy of which appears as Appendix F.

Recommendation

3.1 Agree to formally express an interest to Swindon Borough Council about the possible transfer of Buckhurst Community Centre to the Parish Council and decline a transfer of all other community buildings offered.

3.2 Request Swindon Borough Council to commission a condition survey on the building. If they refuse to provide this then the Parish Council will commission a survey itself.

3.3 Request that negotiations are entered into with Buckhurst Community Centre's Trustees and the NAW regarding possible terms for a sublet of the building.

3.4 Request a report be brought to a future Leisure, Environment and Amenities Committee detailing the findings of the condition survey for Buckhurst Community Centre and potential terms for a lease with Swindon Borough Council and a possible sublease, with a view to the committee making a recommendation to Full Council on the local authority's strategy for the building.

- RESOLVED:**
- I. To amend the wording of 3.2: Request Swindon Borough Council to commission a condition survey on the building.
 - II. To bring the report mentioned in 3.4 to an Assets Working Party Meeting before a Leisure, Environment and Amenities Committee Meeting.

Councillors approve recommendations 3.1, 3.2, 3.3 and 3.4 with amendments i. and ii. above.

2425 – 73

Swindon Place Partnership

The Council were presented with a written report from the CEO detailing a proposal for South Swindon Parish Council to be a part of a Sport England Place Partnership project in Swindon, a copy of which appears as Appendix G in the Minute Book.

Recommendation

To decide whether to take part in the scheme and to nominate members of the steering group from the Council.

- RESOLVED:**
- To approve being a part of the Place Partnership Project and elect to send Cllr D Griffiths & Cllr N Hopkins as Council representatives to the steering group.

2425 – 74

Mesothelioma Garden Update

To receive a written update from the Projects Officer regarding design elements of the Mesothelioma Garden, a copy of which appears as Appendix H in the Minute Book.

- RESOLVED:**
- That the CEO investigate other potential locations within Queens Park to place the train wheel.

2425 – 75

Community Litter Picks

The Council received a verbal report from the CEO concerning potential litter picks around the Parish, the availability of necessary equipment and removal of collected waste.

- Resolved:**
- To note the availability of community litter picks.

Cllr R Banwell-Moore arrived during this item.

2425 – 76

Risk Register Review & Health Safety Policy Update

Councilors receive a written report from the Assistant Clerk regarding the Risk Register and Health & Safety Policy, which appears as Appendix I in the Minute Book.

Recommendations

3.1 To note the changes in item 2.1.

3.2 To approve the additional hazard identification of ‘Risk from third party organisation’s collaborative events delivered in agreement with South Swindon Parish Council.’ and the accompanying control measures as per item 2.2.

3.3 To approve the Health and Safety Policy addition as per item 2.4

3.4 To approve the Health and Safety Policy addition as per item 2.5

3.5 To approve the Health and Safety Policy addition as per item 2.6

3.6 To write to the Old Town Business Association and request a signed copy of the SLA and the updated Health and Safety Policy before any future events can take place using the South Swindon Parish Council’s Public Liability Insurance.

Resolved: To approve recommendations 3.1, 3.2, 3.3, 3.4, 3.5.

To approve amended item 3.6: To write to the Old Town Business Association and request a signed copy of the updated Health and Safety Policy before any future events can take place using the South Swindon Parish Council’s Public Liability Insurance and to request a copy of their employer’s liability insurance or an assertion that they are not required to have it.

2425 – 77

Reducing Rough Sleeping Task Group

The Council received a proposal from Cllr T Silberberg for South Swindon Parish Council to become a member of the SBC led Reducing Rough Sleeping Task Group.

RESOLVED: To send a delegate to the Reducing Rough Sleeping Task Group and elect Cllr T Silberberg as the Council’s representative.

2425 – 78

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: **Data Protection**

RESOLVED: To exclude public and press from the next agenda item(s) for the following reasons – **Data Protection**

2425 – 79

Enchanted Gardens Light Trail Update

To receive a written report from the events manager regarding the Enchanted Gardens Light Trail, a copy of which appears in the confidential minute book as Appendix A.

Recommendation

6.1 Approve the Events Working Party’s recommendation that the bar operator for 2024’s Enchanted Gardens Light Trail will be Fandangos Productions Ltd., as set out in 2.2.

6.2 Approve the Events Working Party’s recommendation that the food vendors for 2024’s Enchanted Gardens Light Trail will be The Town Gardens Café, Mamas Desserts, Rio Jones and Whitehorsebox, as set out in 2.3.

6.3 Approve the light up merchandise stock list and quantities, as set out in 3.2.

6.4 Approve the Events Working Party's recommendation to advertise sponsorship packages, as set out in 4.2.

6.5 Approve the Events Working Party's recommendation to allow in-kind sponsorship of installations from Parish projects, as set out in 4.4.

6.6 Approve the Events Working Party's recommendation that Brighter Futures be the charity partner for the Enchanted Gardens Light Trail in 2024, as set out in 5.2.

RESOLVED: To Approve recommendations 6.1, 6.2, 6.3, 6.4, 6.5 and 6.6

2425 – 80 Habitual & Vexatious Complaints Policy

Councillors received a written report detailing the Habitual and Vexatious Complaints Policy, a copy of which appears in the confidential minute book as Appendix B.

Recommendation

That the implementation of the Habitual and Vexatious Complainant Policy is reviewed for this member of the public.

RESOLVED: That the implementation of the Habitual & Vexatious Complainants Policy remain for a member of the public but the communication method be changed to emailing the CEO.

Meeting Closes at 19:49

Signed.....

Date.....

Chair of the Parish Council