

South Swindon Parish Council

Full Council Meeting

Minutes of the meeting held on 18th February 2025 at 6.30pm

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

Present:

Cllr N Hopkins – Chair	Cllr L Kasmaty
Cllr R Banwell-Moore – Vice-Chair	Cllr J Miah
Cllr J Ali	Cllr G Philpot
Cllr S Allsopp	Cllr T Philpot
Cllr M Davies	Cllr T Silberberg
Cllr D Dias	Cllr D Vales
Cllr J Firmin	Cllr N Watts
Cllr P Herring	

Apologies:

Cllr S Ahmed	Cllr R Leather
Cllr J Howarth	Cllr M Le Coyte-Grinney
Cllr S James	Cllr J Pereira

Absent:

Cllr D Griffiths	Cllr A Hamid
------------------	--------------

Officers:

Jake Mee	CEO
Max Tanner	Committee Officer
Sam Victory	Communications Officer

Public:

1

Public Questions:

The committee received a presentation from Kris Talikowski of the Old Town Business Association regarding improvements to High Street, Victoria Road and Wood Street.

2425 - 264

Apologies

The committee accepted apologies from Cllr Saleh Ahmed, Cllr J Howarth, Cllr S James, Cllr R Leather, Cllr Marianne Le Coyte-Grinney and Cllr Joesph Pereira.

2425 – 265

Declaration of interest & Applications for dispensation

None

2425 – 266

Chair's Report

There's lots of progress happening on projects across the parish.

Work is progressing at Buckhurst Field, which is great to see, with work starting on the Shrewsbury Road pavilion which will serve as a mini-depot for the service steam as well as changing rooms and a club house for the Swindon Robins Football Club.

The Town Garden's Pond has recently been refurbished, just the cleaning of the stone has made a noticeable difference to the look of the pond, but the fountain has also been painted, and the aeration of the pond has also been greatly improved. Parishioners will be able to see a tremendous difference and it's great that the pond now matches the aviary in style.

There's also other exciting activities happening across the parish such as the tree carving of Sir Dnaiel Gooch in GWR Park. The tree carving in the Town Gardner's was terrific and received excellently and I'm sure that this one will be as well.

Preparation for the National Heritage Lottery Fund grant application for the Town's Gardens Bowl is ongoing and I'm optimistic about the application which will do a lot of good for the Bowl and the wider park.

2425 – 267 Minutes – Full Council

The council were presented with the draft minutes for the Full Council Meeting held on the 21st January 2025 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 21st January 2025 are approved as a true record.

2425 – 268 Minutes – Planning

The Council were presented with the draft minutes for the Planning Meeting held on the 28th January 2025 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 28th January 2025 are adopted and approved as a true record.

2425 – 269 Minutes – Finance & Staffing

The council were presented with the draft minutes for the Finance & Staffing Meeting held on the 28th January 2025 for approval, a copy of which appears in the Minute Book as Appendix C.

RESOLVED: That the minutes of the Finance & Staffing Meeting held on the 28th January 2025 are adopted and approved as a true record.

2425 – 270 Minutes – Leisure, Environment & Amenities

The council were presented with the draft minutes for the Leisure, Environment & Amenities Meeting held on the 4th February 2025 for approval, a copy of which appears in the Minute Book as Appendix D.

RESOLVED: That the minutes of the Leisure, Environment & Amenities Meeting held on the 4th February 2025 are adopted and approved as a true record.

2425 – 271 Accounts – January 2025

The CEO submitted the Accounts for January 2025, a copy of which appears in the minute book as Appendix E.

RESOLVED: To approve the Accounts for January 2025.

2425 – 272 Payment Schedule – January 2025

The CEO submitted the Payment Schedule for January 2025, a copy of which appears in the Minute Book as Appendix F.

RESOLVED: To approve the Payment Schedule for January 2025.

2425 – 273 Internal Audit – Interim 2024/2025

The council received the interim Internal Audit for 2024/25. A copy of which appears in the Minute Book as Appendix G.

Recommendation

3.1 Note the contents of the report.

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

- II. To thank the CEO and the Finance Team for their hard work in ensuring that the accounts remain balanced.

2425 – 274 Old Town Festival in Town Gardens

The council received a report from the Events Manager regarding an Old Town Festival event in the Town Gardens. A copy of which appears in the Minute Book as Appendix H.

Recommendations

3.1 To agree to impose a 2,500-capacity limit for the Town Gardens for the purpose of the Old Town Festival on Sunday 1 June 2025

3.2 To approve a recommendation from the Events Working Party that the Old Town Festival should be allowed to go ahead in the Town Gardens in 2025, with the conditions outlined in 2.3.1. attached to the booking.

RESOLVED: To approve recommendations 3.1 & 3.2.

2425 – 275 Parish Council Newsletter

Councillors received a report from the Communications Officer regarding changes to the Parish Council Newsletter. A copy of which appears in the minute book as Appendix I.

Recommendations

3.1 Progress with Option 2 for Parish Council Newsletters in the 25/26 financial year as detailed in Point 2.7.

3.2 To delegate authority to the CEO to set advertising rates for the Parish Council newsletter in consultation with the Chair and Vice-Chair of the Parish Council.

RESOLVED: To defer this item to the next Full Council Meeting.

2425 – 276 Local Government Boundary Review 2025.

The council received a report regarding the Parish Council and Borough Ward Boundaries proposed by the Local Government Boundary Commission for England and Wales.

Recommendations

3.1 To note the ward boundary proposals by the Local Government Boundary Commission.

RESOLVED: To approve recommendation 3.1.

2425 – 277 Admission of Public and Press

RESOLVED: 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: **Commercial Sensitivity**

2425 – 278 Parish Depot

The council received a report from the CEO regarding the Parish Depot. A copy of which appears in the Confidential Minute Book as Appendix A.

Recommendations

3.1 That a license to occupy the two units at Station Industrial Estate is progressed.

3.2 That a list of required improvement works and costings are brought to the Assets Working Party for review before the February Full Council meeting.

RESOLVED: To approve recommendations 3.1 & 3.2.

2425 – 279 Staffing

Councillors receive a verbal update from the CEO regarding an update on staff contracts.

RESOLVED: To defer this item to the next Full Council Meeting to allow for the Staffing Working Party to discuss the changes.

Meeting Closes at 20:22

Signed.....

Date.....

Chair of the Parish Council