

South Swindon Parish Council
Full Council Meeting

Minutes of the meeting held on 19 August 2025 at 6.30pm
In the Parish Council Office, Gladstone Street, SN1 2AU

Present:	Cllr Neil Hopkins (Chair) Cllr Saleh Ahmed Cllr Junab Ali Cllr Steve Allsopp Cllr Mike Davies Cllr John Firmin Cllr Abdul Hamid Cllr Patrick Herring	Cllr Rebecca Banwell-Moore (Vice-Chair) Cllr Sam James Cllr Linda Kasmaty Cllr Marianne Le Coyte-Grinney Cllr Graham Philpot Cllr Trish Philpot Cllr Tom Silberberg Cllr Nadine Watts
Apologies:	Cllr Domingos Dias Cllr Dave Griffiths Cllr Jamal Miah	Cllr Joseph Pereira Cllr Danial Vales
Absent:	Cllr Meural Cardoso	Cllr Janine Howarth
Officers:	Jake Mee Max Tanner Dan Fishlock	CEO Committee Officer Community Development Officer
Public:	Three	
Public Questions:	Two residents, who are current South Swindon Parish Council allotment holders, attended the meeting and raised a question regarding the proposed increase in allotment fees in Item 08. Allotments Update.	

It was confirmed that any increase would not take effect until October 2026 for the 2026/27 year. The proposed increase is due to the allotment service currently operating at a deficit, which requires the Council to draw on reserves and divert resources from other areas and departments. The Council has already invested Community Infrastructure Levy (CIL) funds to repair and improve allotment sites. The council considers that south Swindon allotment holders receive good value for money, as the fees are a one-off annual payment with no additional costs. The council reiterated its commitment to keeping allotment fees fair and proportionate, ensuring parishioners continue to receive a high-quality service while moving towards covering the full cost of provision.

- 2526 – 84** **Apologies**
The council accepted apologies from Cllr D Dias, Cllr D Griffiths, Cllr J Miah, Cllr J Pereira and Cllr D Vales.
- 2526 – 85** **Declaration of interest & Applications for dispensation**
Cllrs N Hopkins, J Ali, M Davies, M Le Coyte-Grinney and N Watts declared an interest for Item 9. Road Sweeping Update as they also serve as Swindon Borough Councillors.
Cllr L Kasmaty declared an interest for Item 08. Allotments Update as the Cllr is an active South Swindon Parish Council Allotment holder.
- 2526 – 86** **Chair's Report**
We've had InBloom judging for the 2025 campaign last month as well as judging for PridelNParks for all three main parks. We should know the results of InBloom on the 8th of

October and we're excited to see how we have done this year.

I'd like to mention that officers have been working very hard on an application for the Bowl to the Arts Council. This funding would be used to renovate the local landmark. The bid is being supported by architects and other professionals which puts us in a good position. We hope to hear back next week to see if we are successful at the first stage.

We've recently had our first Parish Council Youth residential which saw members of the Park South Youth Club travel to Conover Hall in Shropshire with our Youth Worker, Loreli. She has reported that the young people were really engaged with the activities and thoroughly enjoyed themselves. Hopefully we can offer the experience to more young people across the parish going forwards.

We have also been continuing our partnership with the Old Town Business Association, who are supporting the businesses on Devizes Road, following the closure for gas works. The association has successfully applied for pavement licenses to be able to put tables and chairs on the closed road and have planned a series of events for the Summer. They have planned four events, which we are supporting them with. The first one was last week which seemed well attended and well enjoyed. It's a great thing for the local businesses who have been affected by the closure as well as a great thing for the local community

We've opened for use the Buckhurst Play Zone and now we just need to wait for the tarmac to cure before we can add the line markings for the various sports that we be played there. In the meantime, it's available for the community to use during the summer holiday period. I'm sure everyone is as excited as me for this facility to be complete.

2425 – 87

Minutes – Full Council

The Council were presented with the draft minutes for the Full Council Meeting held on 22 July 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 22 July 2025 are approved as a true record.

2526 – 88

Minutes – Planning

The Council were presented with the draft minutes for the Planning Committee Meeting held on 29 July 2025 for adoption and approval. A copy of which appears in the Minute Book as Appendix B.

RESOLVED: That the minutes of the Planning Committee Meeting held on 29 July 2025 are adopted and approved as a true record.

2526 – 89

Minutes – Finance & Staffing

The Council were presented with the draft minutes for the Finance & Staffing Committee Meeting held on 29 July 2025 for adoption and approval. A copy of which appears in the Minute Book as Appendix C.

RESOLVED: That the minutes of the Finance & Staffing Committee Meeting held on 29 July 2025 are adopted and approved as a true record.

2526 – 90

Water Filling Stations

Councillors were presented with a report from the Projects Officer regarding the possible installation of Water Filling Stations across the heritage parks. A copy of which appears in the Minute Book as Appendix D.

Recommendations

Purchase the WBFS's and standpipes itemised in the report and hire Contractor 3 to deliver the groundworks (costs given above).

RESOLVED: To approve the recommendation.

2526 – 91

Allotments Update

The council received an update regarding the allotment service. A copy of which appears in the Minute Book as Appendix E.

Recommendations

3.1 To determine any allotment fee increases for 2026.

RESOLVED: To increase the allotment fees 10% for 2026/27 to take effect in October 2026, after not increasing allotment fees for 2025/26.

2526 – 92

Road Sweeping Update

Councillors received a report from the CEO regarding the Road Sweeping Programme. A copy of which appears in the Minute Book as Appendix F.

Recommendations

3.1 That the Services Team proceed with the Street Cleaning Taskforce Initiative as outlined in 2.7.

RESOLVED: To approve recommendation 3.1 without the herbicide treatment.

2526 – 93

Volunteer Strategy

The council received a report from the Community Development Officer regarding the Volunteer Strategy. A copy of which appears in the Minute Book as Appendix G.

Recommendations

3.1 Note the contents of this report.

3.2 Approve the attached Volunteer Strategy.

RESOLVED: To approve recommendations 3.1 and 3.2.

RESOLVED: To emphasise recognition of volunteers for their commitments.

2526 – 94

Draft AI Policy

The council received the second draft policy on the use of Artificial Intelligence (AI). A copy of which appears in the Minute Book as Appendix H.

RESOLVED: To adopt the AI Policy.

2526 – 95

Admission of Public and Press

RESOLVED: 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**

2526 – 96

The Bowl – Project Management

Councillors received a report on the project management of the refurbishment of The Bowl. A copy of which appears in the Confidential Minute Book as Appendix A.

Recommendations

1. Accept proposal subject to satisfactory due diligence including: Verification of insurance and professional credentials, Review of similar project references, Clarification of team structure and experience.

2. Negotiate contract terms to include: Performance bonds or guarantees, Clear scope change procedures, Key performance indicators and reporting standards, Early termination clauses if performance is unsatisfactory.

RESOLVED: To approve recommendations 1 and 2.

Meeting Closes at 19:56

Signed.....

Date.....

Chair of the Parish Council