

South Swindon Parish Council

Full Council Meeting

Minutes of the meeting held on 18 November 2025 at 7.15pm

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

Present:	Cllr Neil Hopkins (Chair) Cllr Junab Ali Cllr Steve Allsopp Cllr Meural Cardoso Cllr Domingos Dias Cllr John Firmin Cllr Patrick Herring Cllr Sam James	Cllr Rebecca Banwell-Moore (Vice-Chair) Cllr Linda Kasmaty Cllr Jamal Miah Cllr Graham Philpot Cllr Trish Philpot Cllr Tom Silberberg Cllr Danial Vales
Apologies:	Cllr Saleh Ahmed Cllr Mike Davies Cllr Janine Howarth Cllr David Griffiths	Cllr Marianne Le Coyte-Grinney Cllr Joesph Pereira Cllr Nadine Watts
Absent:	Cllr Abdul Hamid	
Officers:	Jake Mee Max Tanner	CEO Governance & Support Lead
Public:	None	
Public Questions:	None	

- 2526 – 177** **Apologies**
The council accepted apologies from Cllr S Ahmed, Cllr M Davies, Cllr J Howarth, Cllr D Griffiths, Cllr M Le Coyte-Grinney & Cllr J Pereira.
- 2526 – 178** **Declaration of interest & Applications for dispensation**
Cllr R Banwell-Moore declared a potential pecuniary interest for item 8.
- 2526 – 179** **Chair's Report**
Later in the meeting we will receive a report regarding the demolition of the hot house and be asked to consider a quote for the work. We've already done preparatory work to the area to be ready for the demolition which has involved cleaning out the area and removing a tree that had started to damage the toilet block.
- Recently a number of councillors visited the newly refurbished Wescott play area which was great to see. We are in the process of creating a scoring system for our play areas and working on a schedule for improving all play areas.
- We were very kindly donated a number of Crocuses by the Rotary Club of Swindon Old Town which we have now planted in GWR Park. The Crocuses are part of the work that the Rotary Club do for the eradication of polio, which is a great cause and one that I am glad the Parish Council support.
- We've got lots of exciting Christmas events coming up including the Christmas Light Switch On's, with the first happening at Broadgreen earlier this evening. It was great to see the community come together for the event and I'm hoping we see a similar turn out at the next switch on's at Cavendish Square and Badbury Park, later this week.

We are in the process of installing two new community defibrillators at Park South Community Centre & Buckhurst Pavillion. Before we installed the St Andrew's defibrillator last year, Walcot had been identified as an area with the least access to community defibrillators in England. We are very pleased to be increasing the number of accessible community defibrillators in South Swindon.

2526 – 180 Minutes – Full Council

The Council were presented with the draft minutes for the Full Council Meeting held on 18 October 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 18 October 2025 are approved as a true record.

2526 – 181 Minutes – Planning

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

2526 – 182 Minutes – Finance & Staffing

The Council were presented with the draft minutes for the Finance & Staffing Committee Meeting held on 28 October 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 28 October 2025 are adopted and approved as a true record.

2526 – 183 Minutes – Leisure, Environment & Amenities

The Council were presented with the draft minutes for the Leisure, Environment & Amenities Committee Meeting held on 4 November 2025 for adoption and approval. A copy of which appears in the Minute Book as Appendix D.

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

2526 – 184 Queens Park Hothouse

Councillors received a report from the Governance & Support Lead regarding updates to the Queen's Park Hot House project. A copy of which appears in the Minute Book as Appendix E.

Recommendations

3.1 To approve the contracting of company 1 to demolish the Hot House and complete additional works at a cost of £119,745.00 to be funded through the Buildings Reserve.

RESOLVED: To approve the scope of work as detailed in Appendix A in the supporting documents.

RESOLVED: To approve the contracting of company 1 to demolish the Hot House and complete additional works at a cost of £119,745.00 funded through the Buildings Reserve.

2526 – 185 Bowl Update

The Council received a report from the Project Manager regarding the Bowl redevelopment. A copy of which appears as Appendix F in the Minute Book.

Recommendations

3.1 That the Council notes the progress made since October 2025, including:

- The outcome of the meeting with New Elements regarding funding documentation and

progress evaluation;

- The coordination meeting held with all consultants and the review of designs by the structural and architectural teams;
- Receipt of SBC's pre-application advice and the upcoming virtual meeting with planning officers;
- Scheduling of the next design review for 20th November 2025; and
- Preparations for the formation of the 90th Anniversary Committee to support awareness and fundraising.

3.2 That the Council authorises the Project Manager and CEO to:

- Finalise the review of the SBC pre-application advice with the design team;
- Proceed with the design development and documentation required for full planning submission; and
- Continue working with the fundraising consultant to ensure the application and supporting materials align with the project's phasing priorities.

3.3 That a further update report be presented to the December Full Council Meeting, providing:

- Feedback from the SBC follow-up meeting;
- Updated design progress and cost information; and
- Revised fundraising and engagement milestones linked to the 90th Anniversary activities.

RESOLVED: To approve recommendations 3.1, 3.2 & 3.3.

2526 – 186

Strategic Plan Steering Group

The CEO presented a draft Terms of Reference for the Strategic Plan Steering Group. A copy of which appears in the Minute Book as Appendix G. Councillors were asked to elect a membership for the Steering Group.

RESOLVED: To adopt the Terms of Reference for the Strategic Plan Steering Group.

RESOLVED: To elect the following Councillors as members of the Strategic Plan Steering Group: Cllr P Herring, Cllr S James, Cllr L Kasmaty, Cllr N Hopkins, Cllr J Ali, Cllr S Allsopp, Cllr R Banwell-Moore.

2526 – 187

Project Progress Report

The Council received a report detailing the progress of projects undertaken by the Parish Council. A copy of which appears in the Minute Book as Appendix G.

RESOLVED: To note the contents of the report.

2526 – 188

Admission of Public and Press

RESOLVED: that 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: Staffing.

2526 – 189

Staffing Budget 2026-27

The Council received a draft staffing budget for 2026-27. A copy of which appears in the Confidential Minute Book as Appendix A.

RESOLVED: To note the draft staffing budget for 2026-27.

Meeting Closes at 19:51

Signed.....

Date.....

Chair of the Parish Council