

South Swindon Parish Council
Leisure, Environment & Amenities Committee

Minutes of the meeting held on 7 April 2026 at 6.30pm
In the Parish Council Office, Gladstone Street, SN1 2AU

Present:

Cllr Linda Kasmaty (Chair)	Cllr John Firmin (Vice-Chair)
Cllr Rebecca Banwell-Moore	Cllr Neil Hopkins
Cllr Meural Cardoso	Cllr Sam James
Cllr Patrick Herring	Cllr Tom Silberberg

Apologies: Cllr Steve Allsopp

Absent: Cllr Danial Vales

Officers:

Jake Mee	CEO
Max Tanner	Governance & Support Lead

Public: None

Public Questions: None

2526 – 341 **Apologies**
The committee received apologies from Cllr S Allsopp.

2526 – 342 **Declaration of interest & Applications for dispensation**
Cllr R Banwell Moore & Cllr P Herring declared a non-pecuniary interest in item 3, being employed by the office of Heidi Alexander MP, which is involved in the Pride in Place Funding deployment.

2526 – 343 **Walcot East & Park North Pride in Place Update**
The Community Development Manager submitted a report regarding the Walcot East & Park North Pride in Place project. A copy of which appears in the Minute Book as Appendix A.

Recommendation
3.1 Note the contents of this report.

RESOLVED: To note the contents of the report.

2526 – 344 **Play Areas Update**
The council's Projects Officer submitted a report regarding upcoming Play Area improvements. A copy of which appears in the Minute Book as Appendix B.

RESOLVED: To hire contractor 2 to repair the East Wichel MUGA as detailed in Point 3 of the accompanying report, at the cost of £8,060 to be paid for from the Play Reserve.

RESOLVED: To increase the budget for the Rushey Platt playground renovation to £90,000.

2526 – 345 **Youth Service Update**
The Deputy CEO submitted a report regarding the work of the Parish Council's Youth Service. A copy of which appears in the Minute Book as Appendix C.

Recommendation
3.1 Note the contents of this report.

RESOLVED: To note the contents of the report.

2526 – 346

Westlecot Ridge Major Open Space

The CEO submitted a report regarding the potential transfer of Westlecot Ridge Major Open Space and associated Section 106 funds. A copy of which appears in the Minute Book as Appendix D.

Recommendation

3.1 Note the contents of this report and the response received from Swindon Borough Council.

3.2 Authorise the Chief Executive Officer to arrange a pre-application meeting with the Local Planning Authority and Joint Venture Team to agree the approach to a replacement East Wichel Landscape Framework Plan. AMENDED to include Wiltshire Wildlife Trust in the Pre-application discussion.

3.3 Authorise the Chief Executive Officer to procure a landscape architect and planning consultancy to scope and cost the work required to produce the updated Landscape Framework Plan.

3.4 Note the financial risk associated with a potential shortfall between S106 funding and the cost of works and authorise officers to report back to Council once costs are confirmed.

3.5 Authorise the Chief Executive Officer to respond to SBC with the letter appended to this report confirming SSPC's intention to proceed, subject to the condition of sufficient s106 funding. AMENDED to include a guarantee that the allocated s106 funding remains and is not allocated to other projects outside of the parish.

RESOLVED: To approve recommendation 3.1, 3.2, 3.3, 3.4.

RESOLVED: 3.3

RESOLVED: 3.5.

2526 – 347

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:** Pre-Election restrictions and Commercial Sensitivity.

2526 – 348

Digital Asset Management

The CEO submitted a report regarding the procurement of digital asset mapping software to support Parish Council operations. A copy of which appears in the Confidential Minute Book as Appendix A.

RESOLVED: Civic.ly is selected as the council's digital asset mapping and task allocation system at a cost of £1,195 a month.

2526 – 349

Swindon Place Partnership Update

The Deputy CEO submitted a report regarding the progress of the Swindon Place Partnership. A copy of which appears in the Confidential Minute Book as Appendix B.

Recommendation

3.1 Note the contents of this report.

3.2 Endorse the recruitment of a new Community Development Officer and Marketing and Engagement Officer as proposed in Point 2.5.

3.3 Endorse the recruitment of 2 FTE Activity Facilitators, taking a more flexible approach to recruitment as proposed in Points 2.5 and 2.7

RESOLVED: To approve recommendation 3.1

RESOLVED: To endorse the recruitment of a new Community Development Officer, at the salary range of £31,537-£34,434 as proposed in Point 2.5.

RESOLVED: To endorse the recruitment of a Marketing and Engagement Officer, at the salary range of £29,064-£31,022 as proposed in Point 2.5.

RESOLVED: Endorse the recruitment of 2 FTE Activity Facilitators, taking a more flexible approach to recruitment as proposed in Points 2.5 and 2.7 at a salary range of £29,064-£31,022.

2526 – 350

Town Gardens Café Update

The CEO submitted a report regarding the Town Gardens Café. A copy of which appears in the Confidential Minute Book as Appendix C.

RESOLVED: To note the contents of the report.

Meeting Closes at 19:07

Signed.....

Date.....

Chair of the Leisure, Environment & Amenities Committee