



WROUGHTON PARISH COUNCIL

OPEN SPACES COMMITTEE

Minutes of the meeting held on Monday 3 December 2018 at 7.30pm
in The Ellendune Community Centre

Present Cllr C Clark (Chair)
Cllr G Jones (Vice-Chair)
Cllr L Campisano
Cllr H Dosanjh
Cllr J Hewer
Cllr T Kimberley-Fairbourn
Cllr A Richards
Cllr A Woodhead

Clerk Jodie Smart

OS/34 **Apologies**
Apologies were received from Cllr P Bhardwaj. No apologies were received from Cllr D Wells.

OS/35 **Declarations of Interest & Applications for Dispensation**
Cllr C Clark declared an interest in agenda item 9 (Willow-Brook Gardens) as the Treasurer of Vision 4 Wroughton and agenda item 4 as the partner of the Chair of BMX Wroughton. Cllrs H Hodd and A Richardson declared interests in agenda item 9 as Vision 4 Wroughton volunteers. Cllr C Kennedy declared an interest in agenda item 26 as his daughter is employed by Ridgeway School.

Cllr T Kimberley-Fairbourn arrived at 7.33pm.

OS/36 **Public Questions**
There were three members of the public present.

An allotment holder made representations regarding the rise in allotment rents. The allotment holder stated that a 45% rise for pensioners was unreasonable, especially as the site is in need of some improvements. The allotment holder also asked who owned the allotment land. The Chair confirmed that Swindon Borough Council own the land which is leased to the Parish Council. The Chair explained that the allotment holders required one years' notice for any rent increases which had now been served. That the parish precept subsidised the allotments and that it was unfair to the non-allotment holders within the parish to have to pay for it. The Chair stated that there was not any money to make capital investments in the allotments and that she had been seeking assistance from the allotment holders for several years to help with grant funding applications but no volunteers have been forthcoming. Cllr H Hodd commented that there could be a review of how the allotments are managed internally. Cllr A Woodhead stated that the allotment water rates were now being charged with a £2,500.00 bill initially. That coupled with the precept having to stretch to cover services like the library and Wharf Road public toilets meant that consideration had to be given to all local amenities requiring a parish subsidy. Cllr

Woodhead also urged the allotment holder to think in real monetary terms rather than percentages.

Post meeting addendum:

Allotment rents will rise in April 2019 from £5.50 per perch to £6.05 per perch.

Discounts for over 65's will also reduce from 50% to 25%.

Cllr Woodhead added that more community groups could assist with raising funds for allotment improvements as the Parish Council is unable to obtain many grants. Cllr C Kennedy added that grant funding is more likely to be available for capital improvements rather than running costs. The representative from BMX Wroughton asked that the Parish Council pass on their email address to any allotment working party members so that they can pass on grant funding advise. Cllr T Kimberley-Fairbourn urged allotment holders to report any thefts or damage to the police. Cllr G Jones stated that there could be some improvement with communications to the allotment holders. Cllr Jones also urged allotment holders to think in terms of pounds rather than percentages and stated that it was highly unlikely that council would consider the rises again as decisions cannot be changed within six months and the original resolution had been unanimous. Cllr Jones added that the council had tried to encourage a community group at the allotments over the past but had been unsuccessful and therefore lacked the drive to keep trying.

The Chair encouraged the allotment holder to stay for the next two items as they involved the allotments.

The Chair moved agenda item 8 forward.

OS/37

S106 Carite

Members **NOTED** the request from the Swindon Borough Council Senior Planner for comments on potential S106 funds from the Carite site, a copy of which appears as Appendix A in the Minute Book.

Members **RESOLVED** to submit the following comments:

Wroughton Parish Council ask that S106 monies for local spaces, formal play areas and sports provision be allocated to the planned refurbishment of Boness Road play area of which will include sports facilities for pre-school children.

Wroughton Parish Council would prioritise any S106 monies available for allotments for the capital costs of preparation and creation of more allotment plots and improving the site to enable full utilisation for current and future plot holders.

The Chair moved agenda item 11 forward.

OS/38

Allotments

Members **NOTED** the report of the Administration Officer regarding the allotments, a copy of which appears as Appendix B in the Minute Book.

Cllr H Dosanjh left the meeting at 8.20pm.

Members **RESOLVED** to arrange a meeting with McCarthy & Stone, the Allotment Working Party and Cllrs H Hodd, C Kennedy and A Richards. Delegated authority is awarded to the Chair and Vice Chair to make a decision on allowing McCarthy & Stone to use the car park at the allotments in exchange for laying a base, following this meeting.

Members **RESOLVED** that the Administration Officer should make further enquiries and to support the rental of an allotment to a local childminder, on the basis that the agreement will be the same as any other allotment holder.

The Chair advised the allotment holder that this concluded the allotment business on the agenda. The allotment holder then left the meeting at 8.33pm.

The Chair suspended standing orders at 8.34pm to allow the BMX Wroughton representative to give a report.

OS/39

BMX Pump Track

Members **NOTED** the report of BMX Wroughton (BMXW), a copy of which appears as Appendix C in the Minute Book.

A representative of BMXW stated that the flood lights had been costed at around £20,000.00 which BMXW were now investigating grant funding for. Cllr C Kennedy stated that the common market was looking to scrap daylight savings so BMXW may wish to amend their statement to between certain months. Cllr A Woodhead asked that BMXW and the Parish Council not underestimate how important getting the consultation with residents right will be. The BMXW representative stated that the group had already drafted a consultation survey for the residents. The Chair asked if the group could personally visit the residents rather than just posting a survey, the representative agreed that this was possible. The representative explained that BMXW intended to fundraise the capital costs for the floodlights and that the parish council were expected to cover the ongoing revenue expenditure required. Cllr H Hodd commented that all youths attending Maunsell Way playing fields would use the lights, not just BMX riders so that needed to be borne in mind when calculating the ongoing costs. The BMXW representative added that the police were in full support of the flood light installation.

Cllr T Kimberley-Fairbourn asked about the landscaping and re-sowing of the grass seed as she was not in favour of more tarmac. Cllr Kimberley-Fairbourn asked if BMXW had considered using turf or grasscrete to keep the banks compact. The BMXW representative responded that the group would make further investigations.

Members **RESOLVED** that a draft planning application for flood lighting at the BMX track should be considered at the Full Council meeting scheduled for Monday 17 December 2018.

The Chair re-instated Standing Orders at 8.42pm.

The Chair moved agenda item 12 forward.

OS/40

Skate Park

Members **NOTED** the request from a resident to install a skate park at Maunsell Way, a copy of which appears as Appendix D in the Minute Book.

The Chair suspended Standing Orders at 8.58pm to enable the BMXW representative to speak.

The BMXW representative confirmed that there were six skate parks within Swindon, none of which are easily accessible by the children of Wroughton.

Members **RESOLVED:**

- a) To thank the resident for sending in the suggestion and for his patience getting it onto the right agenda.
- b) To arrange a meeting with the resident at the earliest and safest opportunity.
- c) To arrange a meeting with Ridgeway School, Wroughton Parish Council and BMX Wroughton to talk about delivery and funding of the project.
- d) To discuss with Vision 4 Wroughton using their constituted group to access funds on behalf of the resident.
- e) To engage the Youth Club and School to assist in writing the bid.
- f) Wroughton Parish Council to investigate the possibility of an area of land within Maunsell Way Playing Fields which can be used for the skate park.

The BMXW representative left the meeting at 9.00pm.

The Chair moved agenda item 25 forward.

OS/41

Exclusion of Press and Public

Members **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: Contractual matters.

The Chair moved agenda item 26 forward.

OS/42

Commercial Hire of Weir Field Facilities

Members **NOTED** the request for an agreement in principle for the hire of the Weir Field facilities, a copy of which appears as Appendix E in the Confidential Minute File.

The Chair suspended Standing Orders at 9.02pm to enable members to pose questions to the Ridgeway School representative.

Members **RESOLVED** to ask that further details of the proposal (when available) are submitted to the Sports and Youth Facilities Working Party for a recommendation to Full Council to be agreed.

The Ridgeway School representative left the meeting at 9.18pm.

OS/43

Minutes

Members **RESOLVED** to approve the minutes from the Open Spaces committee meeting on 10 September 2018.

OS/44

Chair's Report

Members **NOTED** the verbal report of the Chair. The Chair thanked the volunteer rambblers that have carried out rights of way maintenance on behalf of Swindon Borough Council and Wroughton Parish Council at Stone Cutters Lane and Footpath 48 at Westleaze. The Chair confirmed that she would contact the Rights of Way Officer for Swindon Borough Council to pass on thanks from the Open Spaces Committee. The Chair asked that the Clerk find out when the Ramblers are next in the village so that she can personally thank them.

The Chair informed members that she had made investigations into improving the grounds at Falkirk Road to make them suitable for football pitches. The Chair has discovered that this will cost in the region of £15,000.00 and has passed the information onto Wroughton Youth Football so that they can investigate grant funding options.

OS/45

Vehicles

Members **NOTED** the report of the Administration Officer regarding the parish council vehicles, a copy of which appears as Appendix F in the Minute Book.

Members **RESOLVED** to approve the service schedule estimated at £1,569.77 to be met from the vehicle maintenance budget (4605/450 - £2,733.00 remaining).

Cllr C Clark deferred the Chair to Cllr G Jones for the following item.

OS/46

Willow-Brook Gardens

Members **NOTED** the development plan devised by Vision 4 Wroughton, a copy of which appears as Appendix G in the Minute Book.

Members **RESOLVED** to suggest that Vision 4 Wroughton apply to the Finance & General Purpose Committee for grant funding for works detailed in Appendix G. That Wroughton Parish Council and Vision 4 Wroughton measure the success of the Edible Forest Garden over the next five growing seasons, to be received in Winter 2024. Wroughton Parish Council will also remind Vision 4 Wroughton of other grant funding opportunities within the village such as Wroughton Community Trust.

Members **NOTED** the request to extend the wall in Willow-Brook Gardens from Vision 4 Wroughton, a copy of which appears as Appendix G in the Minute Book.

Members **RESOLVED** to approve the extension of the wall as detailed in Appendix H and request that quotations are submitted to the Finance & General Purpose Committee within a grant application.

OS/47

Wroughton Carnival 2019

Members **NOTED** the request from Wroughton Carnival regarding the use of the Weir Field and financial underwriting for the Wroughton Carnival 2019, a copy of which appears as Appendix I in the Minute Book.

Members **RESOLVED** to permit the use of the Weir Field and financial underwriting of £2,500 for the Wroughton Carnival 2019.

OS/48

Memorial Bench

Members **NOTED** the request from a resident for a memorial bench.

Members **RESOLVED** to approve the request for a memorial bench and delegate authority to the Grounds Team Leader to agree the siting of the bench.

OS/49

Fun Fair

Members **NOTED** the request from Scarrotts Fun Fair to attend Maunsell Way playing fields from Sunday 28 July to Monday 5 August 2019.

Members **RESOLVED** to approve the request.

OS/50

Christmas Event and Lighting

Members **NOTED** the report from the Administration Officer regarding the Christmas event and lighting, a copy of which appears as Appendix J in the Minute Book.

Members **RESOLVED** to retrospectively approve the budget for the Christmas event and lighting as per Appendix J. All invoices will be double checked for accuracy and payments approved by the Finance and General Purpose Committee.

ACTION – Clerk to issue resent questions and answers between the Chair and Administration Officer regarding the budget to all Committee members.

The Chair moved agenda item 16 to the end of the meeting.

OS/51

Milestones

Members **NOTED** the report of the Clerk regarding the refurbishment of the Milestones, a copy of which appears as Appendix K in the Minute Book.

ACTION – Chair to inform Clerk when the Conservation Officer has made direct contact. Clerk to telephone the Conservation Officer on a monthly basis in the meantime.

OS/52

Cricket – Winter Maintenance

Members **RESOLVED** to approve the addition of worm treatment for the Cricket Wicket at an additional cost of £17.00 if completed at the same time as the annual maintenance. (210/4450 Cricket Winter £155.00 available).

OS/53

Footpaths

Members **NOTED** the verbal report of the Chair regarding a recent rights of way liaison group meeting. The Chair informed members that she had found the meeting very useful. The Chair added that member councils were to take turns hosting and clerking future meetings and that Wroughton were due to host the May meeting. The Chair stated that cycleways were now being added to the forum for inclusion in discussion.

OS/54 Play Area Working Party

Members **NOTED** that the next Play Area Working Party is scheduled for 17 December 2018.

OS/55 Badgers Brook Play Area

Members **NOTED** that the lease area has been approved by Wroughton Parish Council and that a formal lease is now awaited from Swindon Borough Council.

OS/56 Hedge Cutting

Members **RESOLVED** to retrospectively approve the hedge cutting at the allotments at a cost of £150.00 (100/4305 Hedge Cutting £600.00 available).

OS/57 Annual Playground Inspections

Members **RESOLVED** to retrospectively approve the annual playground inspections at a cost of £440.00 (400/4550 Play Areas/Safety £350.00 available).

OS/58 Willow-Brook Gardens - Turf

Members **RESOLVED** to retrospectively approve the purchase of turf to cover the area cleared for the fire exit from the Ellendune Community Centre at a cost of £18.25. (450/4700 Open Spaces General £230.00 available).

The Chair noted thanks to the Grounds Team, Vision 4 Wroughton and The Ellendune Hall Trust for their assistance in this matter.

OS/59 Litter

Members **NOTED** the operational plan and risk assessments regarding community litter picks from Cllr S Harcourt, copies of which appear as Appendices L and M in the Minute Book.

Members **RESOLVED** to adopt both documents.

The meeting closed at 9.57pm

Signed.....
Date.....
Chairman of the Council