



WROUGHTON PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the meeting held on 16 March 2020 at 7.30pm
in The Ellendune Community Centre.

Present

Cllr P Bhardwaj
Cllr L Campisano (Vice Chair)
Cllr C Clark
Cllr H Dosanjh
Cllr J Hewer (Chair)
Cllr H Hodd
Cllr D Hooper
Cllr N Hooper
Cllr J King
Cllr L Gough
Cllr D Martyn
Cllr G Overbury
Cllr D Phillips
Cllr A Richards

Clerk

Emma Freemantle

FC/206

Apologies

Apologies were received from Cllr G Ratcliffe, Ward Cllr B Ford and Ward Cllr C Martyn.

FC/207

Declarations of Interest & Applications for Dispensation

There were no declarations of interest or applications for dispensations.

FC/208

Public Questions

A member of the public was in attendance as a representative of the Wroughton Facebook pages and a resident within the village.

Members **NOTED** that the resident is the administrator behind the Facebook pages and she is also a voice and representative of the volunteer network that has begun to formulate between the groups.

The resident present advised that local residents are now offering to volunteer within the village to help assist those in need, self-isolating or vulnerable due to the Covid – 19 pandemic.

Members **NOTED** that the resident had met with the local Churches in Wroughton last week and she could advise that neither Church have a plan ready to help coordinate volunteers within the village should they be needed to help assist and that she is now asking the Parish Council to step in.

Positive thoughts and comments from the scouts and younger groups have also been received and the resident present would like to go back to the public with a reassuring message from the Parish Council. She would like the good will of volunteers to be actioned safely.

Members **NOTED** that the Wroughton Parish Council communication posts via social media are sometimes referred to as too formal and unfriendly in their approach to the public, questions were asked as to why there is a need for such formal wording.

The Clerk confirmed that often social media posts are criticised by members of the public and that as Local Government organisation, Wroughton Parish Council have always followed a formal approach, it was **NOTED** by all that the wording at times may need to be relaxed.

FC/209 **Minutes of Previous Meeting**

Members **RESOLVED** to approve the minutes of the Parish Council meetings held on 17 February 2020.

FC/210 **Information from Borough Councillors**

Apologies were received from Ward Cllr C Martyn and Ward Cllr B Ford.

FC/211 **Parish Council Representatives' Report**

Cllr H Hodd advised that she had attended the Kingsfarm Wood working party where Neil Pullen was in attendance.

Cllr H Hodd stated that Neil Pullen currently has new projects on the go one of which includes bee keeping and that the working party was a very interesting meeting.

Cllr A Richards advised members that she is disappointed that she hasn't heard anything from the Swindon Area Committee regarding the minutes from the last meeting. The Clerk confirmed that she will make contact with the SAC to establish where communications are being sent too.

Cllr A Richards stated that the next meeting is to be held on 19 March 2020 and asked if any other members would be interested in attending.

Cllr P Bhardwaj, Cllr H Dosanjh and Cllr C Clark confirmed that they would also like to attend.

FC/212 **Chair's Report**

Members **NOTED** a verbal report of the Chair, the Chair shared the comments which have been seen on Facebook surrounding volunteering in Wroughton and other Neighbouring villages.

The Chair stated that other members may have already seen the latest communications and went on to show members the street list which has been produced by Wanborough Parish Council.

An explanation was also provided around the #Viral4Kindness volunteer idea which has also began in other Parish's across Swindon and other parts of the UK.

The Chair welcomed other suggestions from members to help support those who may be self-isolating during this difficult time.

Cllr D Martyn suggested that we have something sustainable that is simple and easy to keep up with long term. Members agreed that the public do not need to be let down by the Parish Council and whatever services are offered they need to remain sustainable.

Cllr D Hooper stated that volunteers would also need to feel supported and looked after, safety of the volunteers and the vulnerable are key.

Cllr A Richards stated that residents with disabilities are likely to be known to the authorities and could possibly already be connected with other authorities to receive help. The Parish Council need to ensure they connect with other organisations to make sure these areas of need are covered.

Cllr J King stated that all volunteers should be visible and where possible residents should be using common sense to help support their own neighbours.

Cllr L Campisano advised that MP Robert Buckland has been pointing people to the Red Cross Reserves for volunteering organisations. Wroughton Parish Council need to ensure that they follow the correct guidelines of the larger authorities.

Cllr H Hodd agreed with the member of the public present and confirmed that there is a lot of good will out there on offer from parishioners and that the Wroughton Parish Council approach needs to be constructive. Cllr H Hodd advised that the Parish Council don't have the capacity at their level to micromanage volunteers but this is something that it could oversee.

Cllr C Clark asked if the member of the public present would be interested in joining the Wroughton Parish Council Emergency Plan Working Party meeting so that they can be involved with the discussions and future plans.

The Clerk confirmed that the Emergency Plan Working Party meeting will be taking place tomorrow, Tuesday 17 March 2020 at 10am in the Library. The Clerk will also be inviting the Ellendune Hall Trust employees and Trustees.

The Chair confirmed he had taken on board everyone's comments and asked the Clerk to facilitate a Wroughton Street list ready for the Working Party to discuss further and print further information for the ~viralkindness scheme.

EF – inviting Ellendune staff too / Trustees

The Chair stated that the Parish Council Office and Grounds Team are going to enter this year's Wichelstowe Games and the Clerk has asked that members consider sponsoring them nearer the time.

The Chair asked that members support the Team by considering the sponsorship of entry fees into the event.

FC/213

Parish Council Annual Meeting

Members **NOTED** that the Parish Councils Annual Meeting has been moved to Tuesday 21 April 2020.

FC/214

Working Party Membership

Members **RESOLVED** to agree to elect Cllr G Overbury onto the Workshop Working Party and Emergency Plan Working Party

Cllr G Overbury stated that whilst he is happy to be appointed onto the Working Parties, he may now struggle to commit to meetings due to his health and the current risks surrounding the Covid -19 virus.

FC/215

Parish Council Risk Assessment

Members **RESOLVED** to approve the Parish Councils Risk Assessment, a copy of which appears as Appendix A in the Minute Book.

Action: Clerk to add in additional information under "subscriptions".

FC/216

Parish Council Staff Committee and Working Party Organisation

Members **NOTED** the staffing organisational chart, a copy of which appears as Appendix B in the Minute Book.

FC/217

Community Safety Forum

Members **NOTED** that the next Community Safety forum has been cancelled, once further information is available for the next meeting the Clerk will circulate accordingly.

FC/218

Sports & Youth Facilities Working Party

Members **NOTED** a report from the Sports and Youth Facilities Working Party of the meeting which took place on Tuesday 4 March 2020.

A Copy of the report and supporting summary appears as Appendix C in the Minute Book.

Members **RESOLVED** to agree with the recommendations within the report:

Wroughton Parish Council to continue with a full planning application for the Maunsell Way Pavilion in the same design layout as previously submitted for at the pre planning application stage in October 2019.

Cllr H Dosanjh left meeting at 8.32pm

FC/219

Play Area Working Party

Members **NOTED** a report from the Play Area Working Party which took place on Thursday 12 March 2020. A copy of the report is attached as Appendix D in the Minute Book.

Members **NOTED** that the play area suggestions and amendments will be discussed further at the next Community Assets committee meeting. The Committee will be asked if there is sufficient funding available to support the new design.

FC/220

Parish Council Policy Index

Members **NOTED** a verbal update from the Clerk who advised that all Parish Council policies will be ready to view on VSM Share by the end of March 2020.

Members are requested to view the draft policies either on line or in the office so that amendments can be made with a view to adopting all at the Annual Council meeting in May 2020.

FC/221

Exclusion of Press and Public

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: Staffing matters.

FC/222

Staffing Matters

Members received a verbal update from the Chair regarding ongoing staffing matters.

The meeting closed at 9.05pm

Signed.....

Date.....

Chairman of the Council