

WROUGHTON PARISH COUNCIL



ANNUAL COUNCIL MEETING

Minutes of the meeting held on 16 May 2022 at 7:30pm
at the Ellendune Community Centre, Barratt Way

Present Cllr J Hewer (Chair)
Cllr L Campisano (Vice Chair)
Cllr H Dosanjh
Cllr D Edwards
Cllr D Hooper
Cllr N Hooper
Cllr J King
Cllr B Keetch
Cllr J Kemble
Cllr J King
Cllr G Overbury
Cllr P Bhardwaj

Clerk Emma Freemantle

Public 0

FC/1 Election of for Chair 2022/23

Members **RESOLVED** that Cllr J Hewer be elected as Chair for the 2022/23 municipal year unopposed.

FC/2 Declaration of Office

Cllr J Hewer signed the declaration of acceptance of office.

FC/3 Election of Vice Chair for 2022/23

Members **RESOLVED** that Cllr L Campisano be elected as Vice Chair for the 2022/23 municipal year unopposed.

FC/4 Declaration of Office

Cllr L Campisano signed the declaration of acceptance of office.

FC/5 Apologies

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

FC/6 Declarations of Interest & Applications for Dispensation

There were no declarations of interest of applications for dispensation.

FC/7 Councillor Resignation

Members **NOTED** the resignation of Cllr C Clark, Cllr P Bhardwaj and Cllr D Martyn.

Members **NOTED** that three casual vacancies have occurred following the resignation of all three councillors above and the deadline to call an election is 14 June 2022.

FC/8 Public Questions

No public in attendance.

FC/9 Minutes

Members **RESOLVED** to approve the minutes of the previous meeting held on 19 April 2022.

FC/10 Chairs Report

Members received a verbal update from the Chair, The Chair advised that due to the length of the meeting agenda for this evening he only had a short update.

The Chair, along with other councillors stated how happy there were that the Clerk has now decided to stay with Wroughton Parish council however he is also disappointed that the parish council have lost three key members of the council.

The Chair reminded all members that the coming year is a busy one and that their input and help will be required across the board.

All present **NOTED** that the Chair, the Grounds Manager and the Clerk met with Sam Bowbray, Chief Operating Officer of Swindon Borough today to discuss the parish councils deed agreement. The meeting was held to discuss issues with ongoing open space maintenance and areas of responsibility. Sam is hopeful to have new deed agreements drafted by the end of the summer and hopefully completed / agreed by the end of the year.

FC/11 Ward Councillor Update

Ward Cllr D Martyn provided an update to the parish council and confirmed apologies for both Cllr C Martyn and Cllr B Ford.

Cllr D Martyn stated it was a difficult decision to resign from the parish council however he's glad to be leaving the council in a good place and will support the parish council as a ward councillor moving forward.

Members **NOTED** the 20mph speed survey deadline which is Friday 10 June 2022, Cllr D Martyn advised that the survey was distributed on behalf of the borough council in the hope to identify regular speeds on residential roads.

Currently SBC have had 340 responses and the frequency seems to be increasing which is positive, the Clerk confirmed that the survey has also been shared with local schools.

Now that the SBC election period is over, Cllr D Martyn will arrange a meeting with Cllr G Overbury and Cllr N Hooper to try and work together to resolve some of the recent bus issues.

Members **NOTED** that the Earthline enquiry is ongoing and will last just over a week. Ward Councillors and the parish councils Chair Cllr J Hewer, all spoke at the enquiry and put forward to the views of the public. A response is expected in the months that follow the enquiry and is likely take some time.

Members also **NOTED** that Ward Cllr C Martyn had been to the Culvert by the Catholic Church off of Devizes Road, Cllr C Martyn is meeting with SBC Officers to ensure the smooth running of the stream.

FC/12 Parish Council Representatives' Report

To receive reports from Members of outside bodies.

Transport Reps

Cllr N Hooper provided an update regarding the latest issues with local bus services in the village advising that members of the public have been seen standing on the wrong side of the road to get the bus into Swindon. Cllr N Hooper advised that there was no signage displayed at the bus stop so he asked the office to print some wording off and Cllr G Overbury placed these on the bus stop.

Members also noted that there had been an issue with the bus service number 82, Cllr N Hooper stated that the bus has been going through the village saying "not in service" when it is actually in

service. The parish office has written in to the Stagecoach office to complain and they have been informed that this will not happen again.

The number 9 bus also encountered issues in the village as the service is supposed to turn out of Perry Lane onto Inverary Road then onto Kerr's Way, this hasn't happened and some drivers have gone in the opposite direction.

Cllr N Hooper stated that the current bus station in the town centre is due to close in September to enable the development to begin for the bus boulevard. There will not be a temporary bus station built in its place however the bus stops will be distributed around the town centre accordingly.

Lastly members noted that the parish council is looking into the purchase of new bus shelters for Perry's Lane and Wharf Road however more information will be available at the next Community Assets meeting.

Ellendune Hall Trust

Cllr D Hooper advised that the Ellendune Hall Trust has now successfully transferred from a CIC to a CIO status and all paperwork has been amended to reflect this. Thanks were given to the parish Council for the offer of assisting with the hanging of the notice board in reception. The Ellendune Hall Trust have requested a meeting with both the Library Trust and Parish Council to discuss the room rent refund and how this could have a knock on effect with any future grant applications.

Wroughton Community Asset Trust

Cllr H Dosanjh provided an update on behalf of the Wroughton Community Asset Trust (Library Trust) and a copy of the report can be found as Appendix A in the Minute Book.

Carnival Committee

Cllr L Campisano reminded members that the Carnival is taking place on 09 July and the committee are continuously looking for volunteers. This year the Carnival parade will be back and this hasn't been entertained over the last few years. Cllr L Campisano asked that if anyone is available to give even an hour on the day, then please get in touch.

FC/13 Carnival Fun Fair

Members **RESOLVED** to agree that the Carnival Fun Fair may operate with extended hours this year and run Friday 08 July 2022 - 18.00 – 22.00 and Sunday 10 July 2022 12.00 – 16.00.

Members **RESOLVED** to agree that the Clerk liaise with the fun fair company and ensure all insurance and cleaning measures are in place and that immediate neighbouring residents are consulted.

FC/14 Calendar of Meetings

Members **NOTED** the meeting dates for 2022/2023, a copy of which appears as Appendix B in the Minute Book.

FC/15 Terms of Reference & Delegation Scheme

Members **RESOLVED** to approve Version 1 of the Terms of Reference & Delegation Scheme for the year May 2022, a copy of which appears as Appendix C in the Minute Book.

The Chair suspended standing orders and moved item 16 down the agenda.

FC/16 Election of Chair of the Planning and Highways Committee for 2022/23

Members **RESOLVED** to elect Cllr L Gough as Chair to the Planning and Highways Committee for 2022/23.

FC/17 Election of Vice-Chair of the Planning and Highways Committee for 2022/23

Members **RESOLVED** to elect Cllr H Dosanjh as Vice Chair to the Planning and Highways Committee for 2022/23.

FC/18 Election of Chair of the Community Assets Committee for 2022/23

Members **RESOLVED** to elect Cllr G Overbury as Chair to the Community Assets Committee for 2022/23.

FC/19 Election of Vice-Chair of the Community Assets Committee for 2022/23

Members **RESOLVED** to elect Cllr N Hooper as Vice Chair to the Community Assets Committee for 2022/23.

FC/20 Election of Chair of the Open Spaces Committee for 2022/23

Members **RESOLVED** to elect Cllr J King as Chair to the Open Spaces Committee for 2022/23.

FC/21 Election of Vice-Chair of the Open Spaces Committee for 2022/23

Members **RESOLVED** to elect Cllr N Hooper King as Vice Chair to the Open Spaces Committee for 2022/2023.

FC/22 Finance and General Purposes Committee

Members confirmed the membership of the Finance and General Purposes Committee for 2022/2023 as follows:

The Chair reinstated standing orders.

FC/23 Appointment of Committees

Members reviewed the current committee membership for 2022/23 and **RESOLVED** to agree:

Planning & Highways	Community Assets	Open Spaces	Finance & General Purposes
Cllr Gough (Chair)	Cllr Overbury (Chair)	Cllr King (Chair)	Cllr Hewer (Chair)
Cllr Dosanjh (VC)	Cllr N Hooper (VC)	Cllr N Hooper (VC)	Cllr Campisano (VC)
Cllr Campisano	Cllr Campisano	Cllr Campisano	Cllr Dosanjh
Cllr Hewer	Cllr Hewer	Cllr Dosanjh	Cllr Gough
Cllr B Keetch	Cllr D Hooper	Cllr Hewer	Cllr Overbury
Cllr J Kemble	Cllr Keetch	Cllr Overbury	Cllr N Hooper
Cllr J King	Cllr King	Cllr Gough	Cllr King

FC/24 Appointment of Working Parties

Members **RESOLVED** to approve the Working Parties for 2022/23, a copy of the agreed membership for 2022/23 is attached as Appendix D in the Minute Book.

FC/25 Appointment of Trustees

Members reviewed the current appointed Trustees and **RESOLVED** to agree the membership for 2022/23 as follows:

- | | |
|-----------------------------------|--------------------------------------------------|
| - The Ellendune Hall Trust | Cllr B Keetch, Cllr D Hooper & Cllr L Gough |
| - Wroughton Community Asset Trust | Cllr D Hooper, Cllr L Campisano & Cllr H Dosanjh |
| - Wroughton Community Trust | To be deferred until the next meeting |

FC/26 Review of Membership of Other Bodies

Members reviewed and **NOTED** the continued membership of other bodies, a copy is attached as Appendix E in the Minute Book.

FC/27 Representatives on Outside Bodies

Members reviewed and **RESOLVED** to agree the Council’s representatives on outside bodies for 2022/23, a copy is attached as Appendix F in the Minute Book.

FC/28 Review of Standing Orders

Members **RESOLVED** to approve and adopt Version 1 of the Standing Orders, a copy of which appears as Appendix G in the Minute Book.

FC/29 Review of Financial Regulations

Members **RESOLVED** to approve and adopt Version 1 of the Financial Regulations, a copy of which appears as Appendix H in the Minute Book.

FC/30 Review of Policy Documents

Members **NOTED** the policy document index for 2022/23, a copy of the document can be found as Appendix I in the Minute Book.

FC/31 Parish Council Projects

Members **NOTED** a report from the Community Projects and Grants Officer regarding ongoing projects within the parish.

Members **NOTED** the alterations with the Boness Road (Secret Garden) play area design to allow for accessibility guidelines to be met. A copy of the design and documentation can be found as Appendix J in the Minute Book.

Members **NOTED** the recent activities which have taken place with the parish councils Youth Workers and Community Groups. A copy of the Youth information can be found as Appendix K in the Minute Book.

FC/32 The Queens Platinum Jubilee

Members received a verbal update from the Clerk regarding the event brief for this year’s Platinum Jubilee scheduled for Saturday 04 June 2022.

Members **NOTED** the Community Project and Grants Officers report a copy of which can be found as Appendix L in the Minute Book.

FC/33 Mower Purchase

Members **RESOLVED** to approve the recommendation of the Finance & General Purpose Committee to approve the quote from TH White for the Ransoms HR380 for £37,700.

Agreed: Cost to be met from EMR Vehicle & Machinery £16,360 and EMR Asset Replacement & Renewal £21,340. (Minute reference FGP/281)

FC/34 Parish and Town Clerks Forum

Members **NOTED** the minutes of the Parish and Town Clerks Forum dated 26 April 2022, a copy of which can be found as Appendix M in the Minute Book.

The meeting closed at 8.59pm

Signed.....

Date.....

Chairman of the Council