



WROUGHTON PARISH COUNCIL

26th June 2024

Dear Councillor

Committee members
are **summoned** to attend a meeting of the
COMMUNITY ASSETS & OPEN SPACES COMMITTEE
to be held on **TUESDAY 2ND JULY 2024 at 7:30pm**
at the **Ellendune Community Centre**.

A handwritten signature in blue ink, appearing to read 'Emma Freemantle'.

Emma Freemantle
Parish Clerk

AGENDA

1. **Apologies**
To receive apologies.
2. **Declarations of Interest & Applications for Dispensation**
To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2022.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
To note that there are no minutes to approve as the previous committee minutes were approved at Full Council meetings
5. **Chair's Report**
 - To discuss briefly the committee's responsibilities as set out in the Terms of Reference & Delegation Scheme – copy attached.
 - To note that that a meeting has been booked provisionally for **6.15pm on Wednesday 10th July** in the Alex Room for Neil Pullen from WWT to inform the council of WWT's draft plans for the management of Clouts Wood, which is suffering from ash dieback.
6. **Allotments**
 - 6.1 To note the Allotments AGM will be held on **Monday 30th September 2024 at 7.30pm in the Library**, when guest speaker Mr Cossey will give a talk on the Hedgehog Survey.
 - 6.2 To consider the request to place a temporary wildlife camera as part of a hedgehog survey: report attached.
 - 6.3 To receive an update report following the recent inspection.

7. Footpaths Working Party

7.1 To receive a verbal update from Cllr H Woodward.

7.2 To consider a request from the Footpaths Working Party to agree to expenditure of £40 to purchase bacon rolls (or similar) for those residents who take part in the 'Walk the Wroughton Footpaths Morning'.

8. Maunsell Way Pavilion

To note that WPC's solicitor has been provided with all the information requested to enable the lease to be drawn up and signed, that the new security doors have been delivered, and the Clerk/Deputy Clerk will now proceed to employ a contractor to carry out the works to the ladies toilets and fit the new doors as previously agreed.

9. Additional Storage for WPC machinery & vehicles at SBC's workshop at St Andrews.

To note that several councillors have visited this site, following which the Clerk is obtaining estimates to clear the exterior of brambles, remove the storage container, reconnect the utilities including lighting & hot water, remove the small internal stud wall, replace the windows, and replace the toilet & sink. In the meantime, the Clerk continues to negotiate the best possible lease terms with SBC. If the lease goes ahead, the office will obtain an estimate to add this site to the existing waste contract.

10. Annual Play Area Inspection Reports

10.1 To note the annual play area inspection reports rate everything as either LOW or VERY LOW risk.

10.2 To note that the Stock Valuation will be used to update the Asset Register.

10.3 To note that the office has requested the report for Badgers Brook Play Area.

11. Wroughton Bowls Club.

To consider the request from Wroughton Bowls Club for retrospective permission to store, on a temporary basis, their wheelie bin on land for which WPC is responsible, at the side of the path to the Bowls Club – report attached.

12. Road Sweeper

To note the road sweeper is going out twice a week until the new Grounds Team member has been trained, after which the frequency should be increased.

13. Signs – dog fouling & CCTV for Weir Field

To consider purchasing 2 A3 signs for the Weir Field play area and the main entrance into the Weir Field at a cost of £140 + VAT. Copy signs attached. Please note it will include the WPC logo.

14. Wroughton Wranglers Cricket Club.

To consider the request from WWCC to set up a green waste contract for 3 wheelie bins to dispose of grass cuttings from the cricket pitch at an annual cost of £188.97–report attached.

15. Dogs on leads on marked playing pitches – incident log.

15.1 To note that SBC has a Dogs on Leads Public Space Protection Order (PSPO). Enforcement of the dog fouling PSPO needs anyone who witnesses a person failing to pick up after their dog, to report that incident to SBC. For SBC to fully investigate the report, the resident must ensure they are happy to provide SBC with a witness statement and provide evidence in court. The resident would also need to provide the offending person's name & address.

More information can be found on SBC's website here:

https://www.swindon.gov.uk/info/20091/animal_welfare/849/report_a_dog_fouling_problem#:~:text=All%20complaints%20and%20queries%20regarding,landlord%20depending%20on%20the%20situation.

- 15.2 To note that following a suggestion from a resident, WPC office staff will keep a log of incidents of dog fouling which are witnessed by the resident reporting it, to enable the office to see if there is any pattern re: time of day, dog breed, location, photos etc. If there is, the office can forward this information onto SBC. It is hoped such a log might provide sufficient data for SBC to enforce their PSPO without residents having to confront the people responsible, or to ask their name & address (which they are unlikely to provide).

16. Matters Arising from previous Community Assets and Open Spaces Committee meetings.

- 16.1 **Amberol Planter:** To note that this has been installed & planted in the Ellendune car park.
- 16.2 **CCTV signs for the Weir Field:** To note that these will be ordered as soon as resources allow.
- 16.3 **Lighting in Willowbrook Gardens:** To note that SBC has been contacted to find out when the lights will be replaced with LEDs.
- 16.4 **Kings Farm Woods Bin:** To note this will be installed as soon as possible after delivery.
- 16.5 **Moat Pond:** To note the Initial Site Assessment Report & Management Plan (2021) – attached.
- 16.6 **Noticeboards:** To note the list of the locations within the parish and that the noticeboard for Mid-Wichel will be ordered as soon as Waitrose has given permission for installation. Locations as follows: junction of Swindon Road/ Moore Close, Outside Tesco, Maunsell Way, Corridor in the Ellendune Community Centre, Thorney Park, Alexandra Park (near the shop & the play area)
- 16.7 **Benches:** To note that the Community Projects & Grants Officer is tidying up the existing list and will advise which benches which could be re-painted as Friendship Bench(s); once the list has been updated, the GT will advise which benches are most in need of maintenance.
- 16.8 **Memorial Benches Policy:** To note that the Community Projects & Grants Officer will be drafting the Policy which will then be brought to the committee for consideration.
- 16.9 **Wichelstowe Community Spaces and Sports Pitches:** To note this is still at the conceptual stage of planning, CA&OS committee members are welcome to attend the quarterly update meetings (next meeting: **6.15pm on Wednesday 18th September in the Alex Room**).

17. Priorities for the Community Assets Committee for 2025-26.

To recommend a list of priorities to be put to Full Council, along with the priorities from the Open Spaces and Finance & General Purposes Committees. Ideas under consideration:

- Continue to fund the youth outreach provision – now a Full Council responsibility.
- Consider purchasing a replacement bus shelter for Thorney Park and a bus shelter for Wharf Road - depends on the outcome of discussions with SBC & WPC bus reps.

Members of Committee

Cllr G Overbury (Chair)

Cllr L Campisano

Cllr J Hewer

Cllr N Hooper

Cllr T Kewen

Cllr B Streeton

Cllr D Archer (Vice Chair)

Cllr L Gough

Cllr D Hooper

Cllr B Keetch

Cllr N McMahon

Cllr H Woodward

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.