

WROUGHTON PARISH COUNCIL

Community Assets & Open Spaces Committee

Minutes of the meeting held on 2nd July 2024

Present:

Councillors: Cllr G Overbury (Chair)
Cllr D Archer (Vice-Chair)
Cllr L Campisano
Cllr J Hewer
Cllr D Hooper (arrived 7.38pm during agenda item 006)
Cllr N Hooper
Cllr T Kewen
Cllr N McMahon
Cllr B Streeton

Clerk: Cathy Martyn (Deputy Clerk)

Public: 0

Minutes

CAOS/001 Apologies

Apologies were received and accepted from Cllrs B Keetch and H Woodward.

CAOS/002 Declarations of Interest & Applications for Dispensation

Cllr Kewen declared an interest in Minute CA&OS/006.

CAOS/003 Public Questions

None.

CAOS/004 Minutes of the previous meeting.

To note that there are no minutes to approve as the previous committee minutes were approved at Full Council meetings.

CAOS/005 Chair's Report

The Chair ADVISED members that WPC still held £82,453 in transitional funds for the Alexandra Park Play Area. The office would be arranging:

- a site visit for committee members at both the Alexandra Park & Beranburh Play Areas;
- quote(s) for resurfacing those;
- a working party meeting to discuss improvements for the office to get quotes;
- a working party meeting to review those quotes and make a recommendation back to the Committee.

Members NOTED the committee's responsibilities as set out in the Terms of Reference & Delegation Scheme.

Members NOTED that that a meeting had 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 was suffering from ash dieback.

CAOS/006 **Allotments**

Members NOTED that the Allotments AGM would be held on **Monday 30th September 2024 at 7.30pm in the Library**, when guest speaker Mr Cossey would give a talk on the National Hedgehog Survey.

Cllr D Hooper arrived at 7.38pm.

CAOS/006 **Members RESOLVED**

- 1. To grant permission to Mr Cossey to install a temporary wildlife camera in the allotments, as part of the National Hedgehog Monitoring Programme, to be installed as per his what3words location.**
- 2. To agree in principle to him or another representative of the survey repeating this survey for 2 more years.**
- 3. That Mr Cossey provide the office with the dates the camera will be operational prior to it being installed.**
- 4. That Mr Cossey be asked to provide the parish council with a summary of the data received and any conclusions drawn as part of the survey.**

Members NOTED the Allotments Update Report following the recent inspection, a copy of which is attached to these minutes as Appendix A.

CAOS/007 **Footpaths Working Party**

Cllr Campisano gave a verbal update from The Footpaths Working Party, which had organized a 'Walk the Wroughton Footpaths Morning' on Saturday 13th July starting 9.30am at the Ellendune Community Centre for a short briefing and free bacon roll. People would be given a map of a section of footpath and asked to complete a short questionnaire to assess the state of the footpath.

Members RESOLVED to approve the request from the Footpaths Working Party of £40 to purchase bacon rolls or similar for those residents who would take part in the 'Walk the Wroughton Footpaths' morning, to be taken from General Reserves.

CA&OS/008 **Maunsell Way Pavilion**

Members NOTED that WPC's solicitor had been provided with all the information requested to enable the lease to be drawn up and signed, that the new security doors had been delivered, and the Clerk/ Deputy Clerk would now proceed to employ a contractor to carry out the exterior access works to the female toilets and fit the new doors as previously agreed.

CA&OS/009 Additional Storage for WPC machinery & vehicles at SBC's workshop at St Andrews.

Members NOTED that several councillors had taken the opportunity to visit the site. The Clerk was obtaining estimates to clear the exterior of brambles, remove the storage container, reconnect the utilities including lighting and hot water, remove the small internal stud wall, replace the windows, and replace the toilet and sink. In the meantime, the Clerk continued to negotiate the best possible lease terms with Swindon Borough Council. If WPC decided to proceed with the lease, the office would obtain an estimate to add this site to the existing waste contract and to the insurance.

Action: Members requested that the Clerk/ Deputy Clerk clarify with insurers whether the road sweeper could be stored outside or whether it should be garaged.

CA&OS/010 Annual Play Area Inspection Reports

Members NOTED:

- the annual play area inspection reports rated everything as either LOW or VERY LOW risk.
- that the Stock Valuation would be used to update the Asset Register.
- That the Stock Valuation could NOT be used for insurance purposes; insurance values must be the current replacement costs.
- the Grounds Team Manager would carry out the recommended actions during the next year.

ACTION: Members requested that the cost of the identification labels on play panels in the Weir Field play area should be borne by Kompan as part of the snagging process.

CA&OS/011 Wroughton Bowls Club

Members RESOLVED to agree to the Bowl's Club's request for retrospective permission to site their trade waste wheelie bin on WPC's land to the side of the path to the Bowls Club, on condition the area was kept well maintained by the Club, and that the Club removed the 6 paving slabs as and when the bin was relocated back onto their own land.

CA&OS/012 Road Sweeper

Members NOTED that the road sweeper would be going out twice a week until the new grounds team member of staff had been trained, after which the frequency of use should be increased.

CA&OS/013 Signs – dog fouling & CCTV on the Weir Field

Members RESOLVED to purchase 2 aluminium A3 signs for the Weir Field play area and the main entrance into the Weir Field at a cost of £140 + VAT to include the WPC logo.

CA&OS/014 Dogs on leads on marked playing pitches – incident log.

Members NOTED that Swindon Borough Council (SBC) had a Dogs on Leads Public Space Protection Order (PSPO). Enforcement of this PSPO required anyone who witnessed 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 were happy to provide SBC with a witness statement and evidence in court. The resident would also need to provide the offending person's name and address. More information could 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.

Members NOTED that following a suggestion from a resident, WPC office staff would keep a log of incidents of dog fouling which were witnessed by the resident reporting it, to enable the office to see if there was any pattern re: time of day, dog breed, location, photos etc. If there was, the office could forward this information onto SBC. It was 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 would be unlikely to provide).

CA&OS/015 Wroughton Wranglers Cricket Club

Members NOTED that WWCC was now playing their midweek games on the Weir Field, using the wicket prepared and played on the previous weekend, and this was working well so far.

Members RESOLVED:

1. To agree to set up a green waste contract for 3 green bins with SBC, at a current annual cost of £62.88 per bin, totalling £188.64 pa less the reduction of £10 per bin totalling £158.64 for 2024-25, to be taken from *Code 210, Centre 4450 Cricket Winter*. This cost was unforeseen and therefore not budgeted; if the budget should be exceeded this financial year, any overspend would be taken out of General Reserves.
2. To recommend to F&GP that the budget for future years be increased to include the cost of the green waste contract for 3 bins, until such time as the cricket pitch was relocated to the Hills site.
3. That the Grounds Team would dispose of any grass clippings until the green waste bins collection had started, on the condition that the bins were not overfilled.
4. To recommend to F&GP that in principle, WPC budget every other year for a loam application on the cricket wicket, at a current approximate cost of £600pa. This would be required for 2025/26.

CA&OS/016 Matters Arising from previous Community Assets and Open Spaces Committee meetings.

CA&OS/016.1 **Amberol Planter:** Members NOTED this had been installed & planted in the Ellendune car park.

CA&OS/016.2 **Lighting in Willowbrook Gardens:** Members NOTED that SBC had been contacted to find out when the lights would be replaced with LEDs.

CA&OS/016.3 **Kings Farm Woods Bin:** Members NOTED this would be installed as soon as possible after delivery.

CA&OS/016.4 **Moat Pond:** Members NOTED the Initial Site Assessment Report & Management Plan (2021).

CA&OS/106.5 **Noticeboards:** Members NOTED the locations within the parish and that the noticeboard for Mid-Wichel would be ordered as soon as Waitrose had given permission for installation.

Members NOTED the noticeboard locations as follows: junction of Swindon Road/ Moore Close, Outside Tesco, Maunsell Way, corridor in the Ellendune Community Centre, Alexandra Park (near the shop & play area) and Thorney Park.

CA&OS/016.6 **Benches:** Members NOTED that the Community Projects & Grants Officer was amalgamating the existing list and would advise which benches which could be re-painted as Friendship Bench(s); once the list had been updated, the Grounds Team would advise which benches were most in need of maintenance.

CA&OS/016.7 **Memorial Benches Policy:** Members NOTED the Community Projects & Grants Officer would be drafting the Policy which would then be brought to the committee for consideration.

CA&OS/016.8 **Wichelstowe Community Spaces and Sports Pitches:** Members NOTED this was still at the conceptual stage of planning. Committee members were welcome to attend the Wichelstowe quarterly update meetings (next meeting: **6.15pm Wednesday 18th September, Alex Room**).

CA&OS/017 **Priorities for the Community Assets Committee for 2025-26.**

Members NOTED that youth outreach provision was now a Full Council responsibility.

Members NOTED that the consideration of whether to purchase a replacement bus shelter for Thorney Park and a bus shelter for Wharf Road depended on the outcome of discussions with SBC & WPC bus representatives.

Members asked that the office investigate sponsorship for additional amberol planters at the edge of Willowbrook Gardens. Members agreed to come to the next meeting with possible additional sites, noting that WPC would need to own the land where they were to be sited.

The meeting finished at: 20.45

Signed:

Chair of Community Assets & Open Spaces Committee

Date: