

## WROUGHTON PARISH COUNCIL



### **FULL COUNCIL MEETING**

Minutes of the meeting held on 23 September 2024 at 7.30pm  
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

**Councillors:** Cllr J Hewer (Chair)  
Cllr L Campisano (Vice-Chair)  
Cllr D Archer  
Cllr B Keetch  
Cllr D Hooper  
Cllr N Hooper  
Cllr N McMahon  
Cllr E Shaw

**Clerk:** Emma Freemantle

**FC/071** **Apologies**

Apologies received from Cllr G Cook, Cllr G Overbury, Cllr L Ramsay and Cllr L Gough.  
Cllr L Ramsay attended via Zoom Link.

**FC/072** **Declarations of Interest & Applications for Dispensation**

There were no declarations or applications for dispensation by the Code of Conduct adopted by the Parish Council on 24 May 2024.

**FC/073** **Public Questions**

No members of the public present.

**FC/074** **Minutes of the Previous Meeting**

Members **RESOLVED** to confirm as a true record the minutes of the Full Council meeting held on 22 July 2024. *Note there was no council meeting in August.*

**FC/075** **Chairs Report**

The Chair provided a report, a copy of which is attached as Appendix A in the Minute Book.

**FC/076** **Ward Councillor Update**

No Ward Cllrs present, apologies received from Cllr G Cook. No apologies from Cllr A Poole or Cllr M Courtliff. Members received an update from Cllr G Cook, a copy of the notes are found as Appendix B in the Minute Book.

Update from the Deputy Clerk regarding Marlborough Road / Brimble Hill. The parish council met with Perry Payne from Wiltshire Safety Partnership last week regarding speeding in Wroughton generally. The meeting went well with notes to follow, there is a separate meeting being arranged with Ward Cllr G Cook and Perry Payne to discuss the risk assessment for these specific roads.

The Clerk reminded members that she is in contact with the Chair of the Neighborhood Watch Association and if members are interested in joining the scheme they should contact the chair directly.

A reminder that the Wiltshire Neighborhood Watch Association AGM is taking place at Devizes HQ on Saturday 05<sup>th</sup> October 2024 at 10am, all councilors welcome to attend.

**FC/078**

**Parish Council Representatives' Report**

To receive reports from Members of outside bodies:

**Transport Reps** – Cllr N Hooper advised that the most recent “Get Swindon Moving” Teams call was attended by himself, Cllr G Overbury and the Clerk. NOTED that it was a useful session to learn more about the new changed timetables for bus services but also detail discussed that isn't within the remit of the parish council.

**Carnival Committee** - Cllr L Campisano advised that the Carnival Committee is on the hunt for new volunteers and that next year's event is on Saturday 05<sup>th</sup> July 2025.

**Item to bring back to the next full council meeting:** Question from the Committee - Will the parish council agree to the Carnival Fun Fair operating later than usual on the Evening of Saturday 05<sup>th</sup> July. The Committee think this will be a nice provision in light of the fact the Carnival is having its 100<sup>th</sup> birthday next year.

**Churchyard Representative Update** – Cllr D Hooper shared information following the last Churchyard Working party meeting, a copy of the correspondence is attached as Appendix C in the Minute Book. Cllr D Hooper explained that she is trying to arrange for the parish council to meet again with volunteers of the lower churchyard to help facilitate the discussion around the maintenance of the lower churchyard footpath.

The Clerk confirmed that the footpath, along with trees and damaged headstones is the responsibility of Swindon Borough Council. SBC had previously advised that there is no budget available for a replacement footpath or maintenance works. The Clerk advised she will contact SBC again to see if there has been any change in direction over the funding of repair / replacement works and will keep Cllr D Hooper informed. A copy of the volunteer recruitment paperwork is also attached as Appendix D in the Minute Book.

**FC/079**

**SMASH Youth Work**

Members received a verbal update from the Clerk regarding the Youth Provision and that the Youth Club sessions will be held back inside the Ellendune Community Centre from this week – 24 September 2024. A copy of the Sep and Oct schedule is attached as Appendix E in the Minute Book.

**FC/080**

**Wroughton Community Library**

Members received a report from the Library Supervisor regarding the Community Library provision. All agreed that the library activities are going well, a copy of the report is attached as Appendix F in the Minute Book.

Cllr H Woodward asked if copies of the statistics / footfall could be provided with the report and the Clerk advised that the data is issued quarterly by SBC. The next round of data will be due next month.

**FC/081**

**Ellendune Community Centre**

Working party notes from the August meeting are deferred, the notes will be circulated to members after the meeting.

**FC/082**

**Swindon Local Councils Forum (SLCF)**

- 11.1 Members received the updated notes and recommendations from the Swindon Local Councils Forum on 19<sup>th</sup> September regarding the Transfer of Services on working party discussions, copy attached as Appendix G in the Minute Book.
- 11.2 Members **RESOLVED** to agree that Wroughton Parish Council will not to take on any additional services from SBC within the new 2025/2026 financial year.

The Chair confirmed that he and the Clerk have attended various meetings over the last year with both officers and councilors and the majority of parish councils in Swindon are now in the same position as us. We are lacking vital detail and information from SBC which would enable the parishes to consider taking on any additional maintenance works. Wroughton Parish in particular has shared concerns over what was intended to be transferred and has also required clarification over the responsibility vs the liability of certain roles.

SBC were also unable to confirm what is its intended statutory service list compared to its non-statutory list and unable to identify how TUPE regulations for staff would apply should further services be devolved down to parish councils.

**FC/083**

**Battle of the Ellendune**

Members considered a request from **Vision 4 Wroughton** to host a public event on the Weir Field to make the celebration of the Battle of the Ellendune, on 13 September 2025. Members **RESOLVED** to agree the event go ahead.

**FC/084**

**Remembrance Event**

- 12.1 Members considered a report from the Community Projects and Grants Officer; a copy of the report is attached as Appendix H in the Minute Book.
- RESOLVED to agree; the budget expenditure for up to £250.**
- All costs to be met from the Remembrance budget (4760/500) which contains £500. Cost to include £150 for first Aid, £50 Audio Hire, £50 Wreath donation.**
- 12.2 All present **NOTED** the date of the event is Sunday 10<sup>th</sup> November 2024.

The Clerk asked if any councilors or committee groups members are available to attend the event and help to please get in touch with the Community Projects and Grants Officer.

**FC/085**

**Benet and Sutton Charity**

- 13.1 Members received correspondence from Rev Phill Harrison regarding the Benet and Sutton Charity and note the following trustees require the parish council's approval for appointment. Members **RESOLVED** to agree the following appointments or renewals onto the Charity:
- Dr John Godfree (expires Sept 2024)
  - Mr Brian Phillips (expires Sept 2024)
  - Ms Sherralyn Gower (expires Sept 2024)
  - Mrs Gina Moody (expires March 2026)
  - Revd Phillip Harrison (expired March 2026)
- 13.2 Members **NOTED** the correspondence and accounts, a copy of which are attached as Appendix I in the Minute Book.

The Chair suggested that a member of the Charity attend the next parish council meeting to explain in more detail the history and new objectives of the Benent & Sutton Charity. All agreed that the Charity would benefit from having a representative of the parish council on the charity and Cllr H Woodward also suggested she may be able to help assist with public coms and advertising.

**Action:** Clerk to invite members to the October full council meeting.

**FC/086**

**Civility & Respect Pledge**

- 14.1 Members **NOTED** the documentation in relation to NALC and the SLCCs Civility and Respect Pledge, a copy of which is attached as Appendix J in the Minute Book.
- 14.2 **RESOLVED** to agree that Wroughton Parish Council sign the pledge and adopt the statements listed within the documentation. Clerk to now send back submission via the NALC website.

**FC/087**

**International White Ribbon Day**

- 15.1 Members received an update from the Deputy Clerk Regarding this year's White Ribbon Day and agree the recommendations listed, a copy of the report is attached as Appendix K in the Minute Book.

Members **RESOLVED** to agree the following recommendations:

1. All staff & Cllrs who wish to support the campaign, make the White Ribbon Promise and post on website & social media.
2. Put up posters in the ECC/ office & library with the Promise.
3. Purchase 'It starts with men' A3 campaign poster for £3 to put up alongside the promise poster.
4. Tie a white ribbon around the large horse chestnut tree on the Moat for the duration of the 14 days of action and use with photos on social media posts / website.
5. Post where residents can access help & advice on social media/ website
6. Encourage people to wear a white ribbon. We still have some left from last year which people can have for a donation.

- 15.2 **NOTED** this year's White Ribbon Day is 25 November 2024.

**FC/088**

**Christmas Light Switch on Event**

- 16.1 Members received a report from the Community Projects and Grants Officer, a copy of which is attached as Appendix L in the Minute Book. Members **RESOLVED** to agree the following recommendations;

- 1) The total allocated budgets for the Christmas Tree and the Switch-on event (including external lights, community engagement and light motifs on Tick Tock Pre- School) are as follows:

Budget (for Xmas tree, tree lights and other lights): £1,100 available 4755/500

Budget (for Xmas event): £350 available 4750/500

Christmas Sponsorship to date £1000

Carnival Grant (unused) available to be vired to WPC Events Budget £2,000 4805/550

- 2) AGREED that WPC Agree to costings at 2.9, item A-J in the attached table
- 3) AGREED the quotes and costings in 2.9, table items A-J are taken from 4755/500 and 4750/500.
- 4) AGREED to purchase Safety Barrier, Gazebo including leg weights and Rechargeable Indoor/Outdoor LED Lights and other items listed

- 5) **AGREED** to quote and costings in 2.9 table items K,L,M, N, O to be taken from WPC Events Budget as they are for general use by WPC.
- 6) **AGRRED** Best value for money will be obtained for items such as the gazebo, outdoor lights etc. as prices may be subject to fluctuations since the preparation of this paper.

16.2 All **NOTED** the date of the event is being held on Saturday 30<sup>th</sup> November 2024.

**FC/089**

**Healthy Start Vitamins**

Members received a report of the Deputy Clerk, a copy of which appears as Appendix M in the Minute Book. Members **AGREED** with the following:

**Ultimately, the role of the parish council is to improve the lives of its residents, and therefore the recommendation is that you support some of the most vulnerable residents in your Parish and help them to become more healthy and improve their and their children's lives and opportunities, by agreeing that the office and the library become a local distribution point for Healthy Start Vitamins.**

**Action:** Wroughton Parish Council office and Wroughton Library to now become a local distribution point for healthy start vitamins.

**FC/090**

**Calendar of Meetings – November 2024 onwards.**

- 19.1 Members agreed to the updated calendar of meetings schedule and **NOTED** that all committee meetings will now be moved to a Wednesday evening.
- 19.2 **NOTED** that F&GP and Full Council will remain on a Monday evening,

A copy of the new calendar of meetings is attached as Appendix N in the Minute Book and will be distributed to staff and councilors.

**Meeting closed at 20.48.**

Signed: .....  
Chair of the Council

Date: .....

