



WROUGHTON PARISH COUNCIL

3rd April 2025

Dear Councillor

**Committee members are summoned to attend
a meeting of the COMMUNITY ASSETS & OPEN SPACES COMMITTEE
on WEDNESDAY 9TH APRIL 2025 at 7:30pm in 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, including those from Cllr Lisa Campisano.
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 2024.
3. **Public Questions**
To receive and respond to any questions, comments or representations from the public.
(Maximum of 10 minutes).
4. **Minutes**
To approve the minutes of the meeting of 12th March 2025 – copy attached.
5. **Chair's Report and Updates for noting:**
 - a) **Allotments:** To note that the Administration Assistant and the Grounds Team Manager have carried out a recent allotment inspection. Overall they were very impressed; most plots are being worked well. All ploholders have been reminded to number their plots and to maintain the paths abutting their plots in compliance with the Allotment Rules
 - b) **Felling of 5 trees with ash die back (Minute CAOS/050):** To note this work has been completed.
 - c) **3-yearly Tree Assessment:** To note this will be carried out on either 17th or 22nd April.
 - d) **St Andrews Depot:** To note the Finance & General Purposes Committee agreed the Committee's recommendation from the previous meeting that the lease should be signed and the Parish Council's solicitor's fees for drafting the license for alterations should be paid.
6. **Annual RPII inspection (Register of Play Inspector International)**
To agree the cost of £779.65 + VAT for the annual RPII inspection by The Play Inspection Company for 7 play areas at Alexandra Park, Beranburh Field, Boness Road, Devizes Road, Maunsell Way, Swindon Road, Thorney Park, and Maunsell Way BMX Pump Track to be taken from Budget 400 4550 Play Areas Safety.

7. Footpath from Barrett Way to Wroughton Bowls Club

To consider the estimated fees for the work to advise on the legal responsibility for this footpath of £875 +VAT from RWK Goodman Solicitors or £450-£750 from Bevirs Solicitors. Costs to be taken from 100 4170 Professional Fees.

8. Combined litter and dog waste bins in Wichelstowe.

To consider the request from the Wichelstowe Project Team to take on the responsibility for maintaining and emptying 5 additional, *Gladstone 100 litre black and gold* combined litter and dog waste bins which the Wichelstowe Project Team will purchase and install at 1) Wichel Wood, 2) Boardwalk – Central, 3) Boardwalk – North, 4) Northern Pond and 5) Green Street West. Please see photos of location sites attached. There would be no additional financial costs as the Grounds Team intend to continue to empty the Wichelstowe bins themselves.

9. Mobile Residents' Litter Pick Station

To consider the recommendations set out in the report attached to pilot a Mobile Residents' Litter Pick Station, at an initial cost of £150, together with ongoing costs of replacement consumables (bags etc) from budget 450 4645 Grounds/ Open Spaces General Equipment & Consumables.

10. Maunsell Way Pavilion - lease to Swindon Model Railway Club:

To note:

- The draft lease references schedules which do not exist. This is due to formatting and is being rectified.
- The Club has advised they wish to get a professional review of both the Lease and the License For Alterations – please see below regarding Swindon Borough Council's costs.
- The Club has raised queries about 3 clauses in the lease. The Parish Council's solicitor has provided responses which have been forwarded to the Club.
- At the CA&OS meeting on 2nd October 2024 Minute ref: CAO
- Any alterations to the lease requested by the Club would need to be approved by Swindon Borough Council, resulting in a delay to the lease being signed as well as incurring additional costs. The Club has been advised that these costs would need to be paid by the Club.
- At Minute ref CAOS/047 Members RESOLVED that Swindon Model Railway Club should reimburse Wroughton Parish Council the whole cost for Bevirs to prepare the license for alterations/ conditional agreement for a lease (whichever was appropriate) estimated by Bevirs at £300 +VAT. The Club has been asked again to confirm they will reimburse these costs.

To agree to pay Swindon Borough Council's fees of £850 + VAT for the License for Alterations, and that these costs should be reimbursed in full by Swindon Model Railway Club.

11. Wroughton Youth Football Club – provision of alternative storage at Maunsell Way

To consider:

- **whether to fund WYFC up to £3,000 +VAT for WYFC to purchase their own storage container. This means WYFC would own it and be responsible for maintaining it. It would be sited on the existing concrete base next to the pavilion.**

OR

- **whether to tell WYFC to make a grant application with the help of the Projects & Grants Officer, and fund the costs of a storage container up to £3,000 only if the grant funding application is unsuccessful.**

12. Request for tree works by Wroughton Club

To consider the request to reduce the height and width of the trees in the Weir Field hedge adjacent to Wroughton Club – please see report with recommendations and photos attached. If a tree surgeon is required to carry out the work, costs would be taken from 450 4650 Tree Works.

13. Floral bedding - summer

To consider the report attached and make a decision on which summer bedding plants to order.

14. Emergency Bleed Control Cabinet and Kits.

To consider a proposal by Cllr Diane Archer to purchase and install a locked emergency bleed control cabinet designed to store up to 6 emergency bleed kits on the exterior of the Ellendune Community Centre, next to the defibrillator cabinet, together with 2 emergency bleed control kits, at a total cost of approximately £560, costs to be taken from General Reserves – report attached.

15. Outdoor gym

To consider a proposal by Cllr Lisa Campisano for an outdoor gym, including where this might be sited and the type of exercise equipment envisaged, for investigation by officers as a potential project which could be recommended to the Finance & General Purposes Committee for the 2026/27 financial year.

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

To note the following projects, which are within the remit of this committee, were agreed at the Full Council at the meeting on 17th March 2025:

- **Defibrillator at Wroughton Business Park:** £3,000 budget agreed; consider combining with stab bandage (ie: bleed kit) and ask other businesses whether they would be willing to contribute.
- **Defibrillator at Alexandra Park:** £3,000 budget agreed; consider combining with bleed kit.
- **Benches:** £2,500 budget agreed to enable benches to be installed if required.
- **Bus shelters:** £10,000 budget agreed for 2nd/ matching shelter for Thorney Park and a new shelter for Perrys Lane if no second-hand shelters are available from Swindon Borough Council. Office to check whether there is any s.106 available from local developments.
- **ECC alterations/ stage area:** The Ellendune Community Centre Manager is looking into income generated by use of the stage v expenditure. A business case would be required before any decision could be made.
- **Footpath Barret Way to Bowls Club:** £6,000 budget agreed to get legal advice. Patch repairs would cost £6,000+.
- **Replacement of Weir Field Pavilion:** Business case required; Projects & Grants Officer to carry out consultation first.
- **Improvements to Weir Field footpath – Wainwright Mews – Devizes Road:** £25,000 budget agreed pending receipt of quotes for repairs to existing Hoggin path and replacement with tarmac.

Members of Committee (9)

Cllr G Overbury (Committee Chair)	Cllr D Archer (Committee Vice Chair)	Cllr L Campisano
Cllr J Hewer	Cllr D Hooper	Cllr N Hooper
Cllr N McMahon	Cllr B Streeton	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.