



FULL COUNCIL MEETING

Minutes of the meeting held on 19 May 2025 at 7.00pm
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

Councillors:

Cllr J Hewer
Cllr L Campisano
Cllr D Archer
Cllr G Cook
Cllr D Hooper
Cllr N Hooper
Cllr B Keetch
Cllr N McMahon
Cllr W McGregor
Cllr E Shaw
Cllr B Streeton

Ward Cllr M Courtliff

Clerk:

Emma Freemantle
Lauren Coady
Justin Lowe
Leroy Roberts

FC/001

Election of Chair for 2025/2026

Cllr John Hewer was nominated and duly elected as Chair of the Council.

FC/002

Apologies

Apologies received from Cllr G Overbury and Cllr H Woodward.
No apologies from Ward Cllr A Poole.

FC/003

Co Option of Parish Councillor

Members interviewed three applicants for the parish 'Councillor coopted vacancy and RESOLVED to co-opt Cllr Lauren Coady as the new parish councillor.

FC/004

Election of Vice Chair for 2025/2026

Cllr Lisa Campisano was nominated and duly elected as Vice Chair of the Council.

FC/005

Declarations of Interest & Applications for Dispensation

There were no declarations of interest or applications for dispensations.

FC/006

Public Questions

There were three members of the public present.

FC/007

Minutes of the Previous Meeting

Members RESOLVED to confirm as a true record the minutes of the Full Council meeting held on 22 April 2025.

FC/008

Ward Councillor Update

To receive a report from Swindon Borough Ward Councillors.

Cllr G Cook has had various complaints regarding Dunbar Road, Kennet Road all in relation to the new school safety zones. Vehicles are blocking roads, driving on wrong side of the road etc. and in particular the local sports / football clubs are parking inconsiderately around the school areas in Wroughton, the Ridgeway School is one of the worst areas. The Clerk stated that there have been various complaints sent directly to the parish office and officers are sending these on to Ward Councillors for further investigation. Residents encouraged to send in complaints directly to ward councillors and SBC may extend the consultation.

Members noted that SBC Cllr Chris Watts is handling flooding works at the Pitches, with Autumn targeted for completion. Works are due to start imminently and residents directly affected should be notified.

Ashen Copse: Tree-related work extending towards Ellendune. A resident needs to apply for a Tree Preservation Order (TPO).

Wharf Road Farms: Members raised concerns over the future of Wharf Road farms, Cllr E Shaw advised that the farms are operating on a one-year rolling lease. This means Farmers are now limited to invest in long-term planning in the land, infrastructure, or sustainability measures for Farmers and Businesses.

Cllr G Cook reminded everyone that there is a public road safety meeting taking place on Friday 23rd May at 7pm at the Ellendune Community Centre. The meeting will be hosted by the parish council, SBC Ward Councillors and Perry Pane from the Wiltshire and Swindon Road Safety Partnership.

Cllr M Courtliff advised that he is taking part in a meeting with Openreach on Friday to address black spots in the village and discuss solutions. Openreach is to assist with resolving broadband/fibre connectivity issues.

Swindon Borough Council (SBC) held its Mayor Making Ceremony on Friday, during which the late Brian Ford was formally conferred the title of Honorary Alderman of the Borough in recognition of his outstanding service to the community.

FC/009

Parish Council Representatives' Report

To receive reports from Members of outside bodies:

- 9.1 **Transport Reps – Cllr N Hooper** Recent Get Swindon Moving meetings have been cancelled due to SBC staff shortages, this will be re arranged as soon as possible once officers confirm.
- 9.2 **Carnival Committee – Cllr L Campisano** – The event is going ahead on Saturday 5th July – Danter's fun fair will be staying until 10pm on the Saturday only. The parish council will be responsible for the event 6pm onwards whereas the Carnival Committee will be responsible for the time before.
- 9.3 **Friendship Cafe – Cllr D Archer** – Today saw three new people attend and engage with others in the group. Volunteers New lanyards needed as they have run out.

- 9.4 **Wroughton & Wichelstowe Closed Churchyard** – Cllr D Hooper provided an update on the recent Churchyard meeting. The Clerk confirmed that the parish council has previously agreed to enter into a new Hills Waste contract to assist with refuse collection. Clerk to make contact with SBC team and establish costs and requirements around a new green waste collection in addition to general waste. Quote to be taken back to the next Finance and General Purposes Committee.

- 9.5 **Wroughton History Group – Cllr D Archer** advised that the History Group will be taking a visit to Maunsell Way Pavilion on 5th June.

FC/010 **Wroughton Community Library**

Members received a report from the parish councils Library Supervisor a copy of which can be found as Appendix A in the Minute Book.

Cllr W McGregor commented that whilst the Easter holidays had a low uptake of residents and children from the Wichelstowe area, it is hoped that now with the improved relationship and networking with the Kingfisher School that the May and Summer holidays will have more footfall.

FC/011 **SMASH Youth Work**

Members received an updated schedule of events from the parish councils Youth Team (SMASH) a copy can be found as Appendix B in the Minute Book.

FC/012 **Wichelstowe Update**

- 12.1 Members received a verbal update from the Chair following the recent community engagement visits which have taken place with the Joint Venture Team, Wilts FA and other community organisations.

- 12.2 Members received a summary update from the Community Projects and Grants Officer regarding recent networking events with multiple interested parties in the Wichelstowe area, a copy is attached as Appendix C in the Minute Book.

FC/013 **Terms of Reference & Delegation Scheme**

Members considered and approved the Terms of Reference and Delegation Scheme for 2025/26, a copy is attached as Appendix D in the Minute Book.

The Chair suspended standing orders and moved agenda Item 15 forward.

FC/014 **Appointment of Committees**

Members reviewed and approved the Committee membership structure for 2025/26, a copy is attached as Appendix E in the Minute Book.

Noted: Community Assets & Open Spaces Committee – 11 Members

Planning & Highways Committee – 9 Members

Finance & General Purposes Committee – 7 Members

FC/015 **Election of Chair of the Planning and Highways Committee for 2025/2026**

Cllr Bryan Keetch was nominated and duly elected as Chair of the Planning & Highways Committee.

FC/016 **Election of Vice - Chair of the Planning and Highways Committee for 2025/2026**

Cllr Holly Woodward was nominated and duly elected as Vice Chair of the Planning & Highways Committee.

- FC/017** **Election of Chair of the Community Assets and Open Spaces Committee for 2025/26**
Cllr Diane Archer was nominated and duly elected as Chair of the Community Assets and Open Spaces Committee.
- FC/018** **Election of Vice - Chair of the Community Assets and Open Spaces Committee for 2025/26**
Cllr Ben Streeton was nominated and duly elected as Vice Chair of the Community Assets and Open Spaces Committee.
- The Chair reinstated standing orders.*
- FC/019** **Calendar of Meetings**
Members NOTED the revised calendar of meetings, copy attached as Appendix F in the Minute Book.
- FC/020** **Appointment of Working Parties**
20.1 Members reviewed and approved the Working Party memberships for 2025/26, a new updated version of the membership can be found on the website along with Appendix G in the Minute Book.
20.2 Members reviewed the Terms of Reference and membership for the new Hills Working Party Meeting, as recommended by the Community Assets and Open Spaces Committee on 14 May 2025. All present AGREED to the new TOR, a copy of which is attached as Appendix H in the Minute Book.
- FC/021** **Ellendune Community Centre Management Working Party**
Members received the notes from the latest Ellendune Community Centre Management Working Party, a copy of which is attached as Appendix I in the Minute Book.
- FC/022** **Ellendune Community Centre Constitutional Update**
Members NOTED - **Step 1** - The community center and its staff have previously been operated by the original Ellendune Hall Trust (EHT), under the original constitution.
Members NOTED - **Step 2** The previous Trustees resolved to close the Trust and invest all cash and assets to the newly formed Ellendune Community Centre CIO (ECC CIO).
Members NOTED **Step 3** That the Parish Council has now been appointed to act as Sole Trustee of the Ellendune Community Centre CIO (ECC CIO) in 2024 and this has been actioned.
Members NOTED **Step 4** – That whilst Step 3 has been completed successfully, the parish council need to now retrospectively, formally agree, to appoint the EHT at Step 1 into the new ECC CIO at Step 2 as follows:

Action: Wroughton Parish Council to AGREE to appoint itself as a Sole Trustee to the ELLENUDNE HALL TRUST and to AGREE to transfer over to the new Ellendune Community Centre CIO.

Members RESOLED to approve **Step 5** – WPC to AGREE to changes at Step 4 point 22.4 and that the Clerk and ECC Trust Administrator update the Charity Commission with the necessary details and submit the final accounts for the last financial year. All present agreed with step 5.0
- FC/023** **Representatives on Outside Bodies**
Members reviewed the continued membership of other outside bodies and RESOLVED to agree the membership as referenced in Appendix J in the Minute Book.
NOTED: Clerk to action Cllr D Archer being included on future correspondence with the Swindon Local Councils Form.

FC/024

Review of Membership of other Bodies

Members reviewed and RESOLVED to agree the parish council's membership with outside bodies, a copy of which is attached as Appendix K in the Minute Book.

FC/025

Review of Standing Orders

Members reviewed and RESOLVED to agree the new Standing Orders, a copy of which is attached as Appendix L in the Minute Book.

FC/026

Review of Financial Regulations

Members reviewed and RESOLVED to agree the new Financial Regulations, a copy of which is attached as Appendix M in the Minute Book.

FC/027

Review of Policy Documents

Members received the updated list of all policy documentation however the approval of any changes or updates will now be deferred until the next appropriate meeting.

Action: Clerk to ensure that the parish councils memorial and tree policy is also included.

Meeting closed at 20.29.

Signed:
Chair of the Council

Date: