

WROUGHTON PARISH COUNCIL



FULL COUNCIL MEETING

Minutes of the meeting held on 23rd June 2025 at 7.30pm
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

Councillors: Cllr J Hewer
Cllr D Archer
Cllr G Cook
Cllr D Hooper
Cllr N Hooper
Cllr W McGregor
Cllr N McMahon
Cllr E Shaw
Cllr H Woodward

Deputy Clerk: Cathy Martyn

Public: 1

FC/205 **Apologies**

Apologies were received and accepted from Cllr L Campisano, Cllr L Coady, Cllr B Keetch, Cllr G Overbury, Cllr L Ramsay and Cllr B Streeton (Wroughton Parish Council).
Apologies were also received from Cllr Matty Courtliff (Swindon Borough Council).
No apologies were received from Ward Cllr A Poole.

FC/206 **Declarations of Interest & Applications for Dispensation**

There were no Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2024.

FC/207 **Public Questions**

One member of the public present, no comments or questions were raised.

FC/208 **Minutes of the Previous Meeting**

Members RESOLVED to approve the minutes to be a true and accurate record of the Full Council meeting on 19th May 2025.

FC/209 **Chairs Report for Information.**

Members received a report from the Chair, a copy of which is attached as Appendix A in the Minute Book. The Wichelstowe zoom meeting had been postponed, date to be arranged. Cllr Hewer and Cllr Archer would ask Swindon Borough Council to confirm whether the July cabinet meeting papers would identify the proposed development sites.

FC/210 **Ward Councillor Update by Councillor Gayle Cook**

- Woodland View – Cllr Cook had reported the poor state of the road and was awaiting a reply.
- Brimble Hill/ Marlborough Road: overgrown vegetation obstructing pavement and forcing pedestrians into the road - Cllr Cook had reported this and was awaiting a reply.
- Langton Park: complaints about the housing development site including hours of work. Planning Enforcement had visited the site.

- Danny Kruger MP would be holding a surgery in Wroughton on 23rd August. His office were also arranging a surgery in Wichelstowe.
- Berkey Farm Dairy: work should finish at 9pm but recently had continued into the night. Cllr Cook had reported this to Swindon Borough Council and was awaiting a response.
- Cllr Cook had replied to Swindon Borough Council regarding the application to the Traffic Commissioner.
- Hedge obstructing the footpath between Perrys Lane and the Guide Hut: this was Swindon Borough Council's responsibility. Following several complaints, Cllr Cook had reported this to Swindon Borough Council and was awaiting a response.
- Lack of take-up on the Food Bank: The Food Collective and the Church needed to promote this service.
- Willowbrook Care Home, Wichelstowe: Cllr Cook had attended the formal opening. The Home would be contacting the Parish Council office about bringing a small group of residents in a minibus to visit the library. Cllr Diane Archer would contact Willowbrook Care Home to invite them to the Monday Friendship Group.
- Lets Talk Housing: Monday 7th July 10am-12noon in the Ellendune Community Centre.
- Request for 30mph repeater signs and speed surveys on Church Hill: Cllr Cook had already contacted Swindon Borough Council following the request made by the resident and the Parish Council at last week's Planning & Highways Committee meeting.
- School Safe Environment Zone: neither Ridgeway School nor Wroughton Junior School had contacted Swindon Borough Council about the Modeshift Travel Plan.
- Good news! Planning permission had been granted for a doctors surgery on Wichelstowe. Cllr Matty Courtliff was liaising with the Integrated Care Board.
- Scotts Way should open up soon. Cllr N Hooper asked whether this could be used to facilitate a bus service to The Orchards.
- Cllr M Courtliff would be meeting Cllr Chris Watts (Swindon Borough Council's Cabinet Member for Transport & the Environment) to discuss the road safety issues on Brimble Hill/ Marlborough Road.
- Cllr Cook had assisted an Armed Forces Veteran regarding their need for appropriate housing. Swindon Borough Council had found them accommodation within 3 days.

FC/211 Cycle rack replacement and Memorial Planter in memory of Brian Ford (previous Ward Councillor).

Members NOTED the report from the Community Projects and Grants Officer, a copy is attached as Appendix B in the Minute Book.

FC/212 Wroughton Community Library

Members RECEIVED an update from the Library Supervisor regarding the Community Library provision, a copy is attached as Appendix C in the Minute Book.

Members NOTED the report from the Deputy Clerk regarding proposals to enhance accessibility and support for neurodiverse library users and families with young children, a copy is attached as Appendix D in the Minute Book.

Members commented that if there was a need for additional or replacement sensory items, they would be happy to consider those costs.

ACTION: **Members asked that the office get a get quote to teach staff basic sign language/ Makaton to enable them to sign Good Morning and Hello.**

Members RESOLVED:

- a) To purchase the following sensory items: 2 pairs of ear defenders at £12.46 + VAT; a star projector at £9.99 + VAT; a washable weighted blanket suitable for a child at £19.99 + VAT.
- b) To accept the offer from The Roxi Foundation to run a sensory tent in the garden at the Christmas Lights switch-on and agree to purchase or hire a couple of outdoor heaters suitable for use in a large tent to a maximum of £350. (Hire costs ranged from £25 to £170 per heater.)
- c) To host 5 new free creative writing sessions for adults to take place 10am-12noon Tuesday mornings starting 9th September 2025, the Alex Room to be provided free of charge and a review to take place after the sessions had been completed.

FC/213

Friendship Café

Members RECEIVED a verbal update from Cllr D Archer regarding recent activities at the new Friendship Café in Wroughton Library. This continued to be successful, new people were continuing to attend, numbers were generally 20-30 people. An event had been organized for the Friendship Café to meet at the Bowls Club, which could provide accessible bowling. They had also celebrated a 101st birthday for one of the attendees.

FC/214

Parish Council Representatives' Report

Members RECEIVED the following reports from Members of outside bodies:

Transport Representative: (Cllr N Hooper and Cllr G Overbury): Service 10 had been withdrawn. Service 7 would be running between Highworth and Freshbrook. There would be a new service 8 between the Town Centre and Kingsdown. The 8A would run between the Orbital via Greenbridge. There would be a new information centre at the new bus boulevard, but there was still no date for this to be opened.

Carnival Committee (Cllr L Campisano and Cllr D Archer): The Carnival Committee were expecting nearly 500 people in the Parade, so had arranged to use the Carters Rest car park. They had 92 year old carnival queen and 101 year old to present the prizes. The Clerk had requested any parish councillors who were available to help on the Parish Council's stall – Members were asked to contact the Clerk if they could do an hour on the stall.

Wroughton History Group (Cllr D Archer): The History Group really wanted to be able to use the pavilion but were awaiting clarity on utility costs.

Friends of The Ellendune Community Centre (Clerk): No update.

FC/215

Benet and Sutton Charity

Members RECEIVED an email update from the Reverend Phillip Harrison, Vicar of Wroughton & Wichelstowe Parish Church.

In accordance with the request from the Reverend Dr Phillip Harrison, Members RESOLVED to appoint the following 6 people as Trustees of the Benet and Sutton Charity, all for a 4 year term with effect from the date of this meeting: Dr John Godfree; Mr Brian Phillips; Mrs Gina Moody; Reverend Phillip Harrison; Dr David Pell; Mrs Dee Vincent.

Members RESOLVED to nominate Cllr Nathanael Hooper and Cllr Holly Woodward in addition to those above, and asked that Reverend Phil Harrison add them to the circulation list and ensure the Charity Commission website was updated to include their details.

FC/216

Christmas Lights Switch-on event

Members NOTED the report from the Community Grants and Projects Officer, a copy is attached as Appendix E in the Minute Book, including the following:

- a) The budgets allocated for the Christmas Tree and the Switch-on event (including external lights, community engagement and light motifs on Tick Tock Pre- School) were as follows:
Budget 4755/500 (for Xmas tree, tree lights and other lights): £7,490 available
Budget 4750/500 (for Xmas event): £535 available
Further costs to be met by General Reserves 310: £43,9765
- b) Hickmans Electrical Contractors would test portable appliance test Christmas lighting motifs and connect up the tree lights free of charge as a gesture of goodwill.

Members RESOLVED:

- a) To agree the following costings and authorise them to be actioned under the supervision of the Clerk:

Item	Detail	Supplier	Cost	Total
A	PA and Audio services for switch on event	Swindon Audio	£150	£150
	Library crafts, lanterns and activities to support Christmas event	Various	£200	£200
B	Christmas tree electricity connection and portable appliance testing of lighting motifs and strands	Hickmans Electrical	FREE	FREE
C	First Aid Cover for Switch On Event	St John Ambulance	£150	£150
D	2 x tiltable, LED, rechargeable, exterior light units on tripod	TopsTools or other equivalent	£100 each	£200
E	6 x Headtorches for volunteer team	Various	£10 each	£60
F	Large commercial sized tea urn for Friends of Ellendune Community Centre	Various suppliers	£100	£100
G	Cups/sundries to support Friends of Ellendune Community Centre mulled wine sale	Various suppliers	£60	£60
H	Donation to Wroughton Silver Band	£100		£100
	<u>TOTAL</u>			<u>£1020</u>

- b) The Lights and Tree Switch-on this year would take place at 5.30pm.
- c) The date for the Christmas Switch-on Event next year would be 28 November 2026.

FC/217

Swindon Local Councils Forum (SLCF)

Members RECEIVED the minutes of the meeting held on 20th March 2025, the agenda for the meeting to be held on 26th June 2025 and NOTED that Councillor John Hewer and Councillor Diane Archer would attend.

FC/218

Working Party Membership

Members RESOLVED to remove Councillor Lisa Campisano from the Wichelstowe Working Party at her request.

FC/219

Annual Governance Statement

Members RESOLVED to approve the Annual Governance Statement 2024/25 as part of the 2024/2025 Annual Return. A copy is attached as Appendix F in the Minute Book. The Chair signed the Statement.

FC/220

Accounting Statement

Members RESOLVED to approve the Accounting Statement 2024/25 of the Annual Return for the External Auditor, a copy is attached as Appendix G in the Minute Book. The Chair signed the Statement.

FC/221

Exclusion of Press and Public

Members RESOLVED in accordance with Standing Order 3(d) that 'in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: Commercially Sensitive

FC/222

Wichelstowe Community Sports Hub Update

Members NOTED the recent press and media release for joint working with Swindon Borough Council and Wiltshire Football Association to develop the new Sports Hub.

Members reviewed the confidential notes from the Wichelstowe Update meeting held on Wednesday 21st May 2025.

Members RESOLVED that the following would attend the 3 consultation events in July:

- Tuesday 1st July 4pm to 7pm Wichelstowe, Waitrose: Councillor John Hewer and Councillor Will McGregor, Cllr Diane Archer (4-5pm only)
- Wednesday 2nd July 4pm to 7pm The Stoweaway, East Wichel: Councillor John Hewer and Cllr Holly Woodward.
- Tuesday 8th July 4pm to 7pm Ellendune Community Centre, Wroughton: Councillor John Hewer and Cllr Diane Archer.

The meeting closed at 20.41.

Signed:

Chair of the Council

Date: