

WROUGHTON PARISH COUNCIL



08th January 2026

Dear Councillor

**Committee members are summoned to attend
a meeting of the COMMUNITY ASSETS & OPEN SPACES COMMITTEE
on Wednesday 14th January 2026 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.
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 2025.
3. **Public Questions (Maximum of 10 minutes)**
To receive and respond to any questions, comments or representations from the public.
4. **Minutes**
 - 4.1 To approve the minutes of the meeting of 08th October 2025 – copy attached.
 - 4.2 To note that the November 2025 and December 2025 meetings were cancelled and urgent matters were added to either the F&GP or Full Council agenda.
5. **Updates for Noting and for Information Only**
To note the ongoing projects and outstanding committee items, copy of list attached.
6. **Tree Works following the 2025 Tree Assessment**
 - 6.1 To note that quotes have been received and reviewed for the parish councils tree work.
The agreed contractor being appointed as of the October 2025 Full Council min ref FC/277 is now Bawden Tree Care.
 - 6.2 Note that there is a delay in the works starting and receive an update from the Clerk with new timescales for work to begin.
7. **Benches owned by Swindon Borough Council (SBC)**
 - 7.1 To note the last response from SBC: ***'we are happy for the benches to be transferred and a formal email will follow, however please do take this email as the green light to the transfer. We will make sure these assets are correctly identified when the digitisation mapping piece commences. Please can I kindly confirm that it would be great if the Streetworks streetworks@swindon.gov.uk team can be contacted if bench replacements or major changes to these assets are planned to ensure benches are compliant with Highways standards where appropriate'.***
 - 7.2 To re visit and review the parish councils bench audit documentation (copy attached).
 - 7.3 Grounds Team to now take on maintenance of the SBC benches which have been newly adopted within the attached audit and Clerk to notify SBC to include in revised deeds.

8. Vehicle Lease Proposal

8.1 To review the information and quotes received for the purchase or lease of a new vehicle to replace the current Isuzu truck. Copies attached.

8.2 Arrange for gap insurance and appropriate cover for new lease agreement with the existing parish council insurance provider.

Budget Available: 4614/450

9. New Equipment Purchase

To review a quote from TH White for new strimmer's for the Grounds Team (Copy attached). Note that the strimmer's will assist the team with the additional tree work and maintenance

Budget Available: EMR 355 Grounds Team Workshop - £5,405.81 Available

10. Beranburh Play Area s.106:

10.1 To note the parish council is due to receive the S106 funds of £15,188.60 by the end of January 2026.

10.2 To note the latest correspondence received from Savills, land agent for the Beranburh play area lease with the parish councils request to extend the term. (Copy attached)

11. VE Day 80 Commemorative Planting – Climate for Trees

To note the update report from the Community Projects & Events Officer regarding the remaining funding for ongoing maintenance of the newly planted trees at Belmont Green (copy attached)

12. Weir Field Footpath Works

To note that the Clerk, Grounds Manager and Community Projects & Events Officer has met with the parish councils appointed contractor Rock Ground Work Ltd in December to discuss the works at the Weir Field, a start date is expected early Feb. Residents and users will be written to once a date is agreed.

13. British Spring Clean – Save the Date

To agree that Thursday 26th March 2026 will be the designated parish councils Litter Pick Day to take part in this year's Great British Spring Clean.

<https://www.keepbritaintidy.org/our-work/eliminating-litter/great-british-spring-clean>

Note the National week runs 13th to 29th March 2026.

14. Emergency Bike First Aid Kits

Note that the Parish Council is working with Swindon Borough Council who are partnering with the Swindon Cycle Campaign, to provide Emergency First Aid Bike Repair kits for cyclists. (Copy attached).

15. Emergency Bleed Kits

To receive an update from the Community Projects and Events Officer regarding the purchase and installation of emergency bleed kits across the parish. (Copy attached).

16. Play Area Working Party

Note that the Community Projects & Events Officer will be organising the next play area working party for early March. The working party will need to put forward suggestions and research for:

- *Replacement Play Equipment at Maunsell Way*
- *Replacement Play Equipment for Weir Field (older age category and individual items)*
- *Outdoor Gym locations and equipment.*
- *Beranburh Play Area considerations*

17. Maunsell Way Pavilion

Consider a quote for the replacement of 5 security roller shutters with new electrical installation points at the Pavilion. (Copy to follow).

Budget Available: General Reserves

18. Exclusion of Press and Public

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

Reason: **Contractually Sensitive**

19. Bowls Club – Bowls Green Maintenance

19.1 To receive an update from the Clerk regarding a meeting with the Grounds Manager and Bowls Club representatives on 06 Jan. (Copy of original request attached).

19.2 To consider the terms withing the draft SLA which would enable the parish council to assist the Bowls Club with this seasons maintenance / grass cutting of the green. (Copy attached)

Members of Committee (10) (Quorum = 5)

Cllr D Archer (Committee Chair)

Cllr L Campisano

Cllr L Coady

Cllr J Hewer

Cllr D Hooper

Cllr G Overbury

Cllr N McMahon

Cllr W McGregor

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.