



WROUGHTON & WICHELSTOWE PARISH COUNCIL

COMMUNITY ASSETS & OPEN SPACES COMMITTEE

Minutes of the meeting held on **Wednesday 10 June 2026** at **7:30pm**

Present

Cllr Lisa Campisano (Chair)
Cllr Martin Barrett
Cllr Holly Woodward
Cllr John Hewer
Cllr Lauren Coady
Cllr Debbie Hooper
Cllr Yathi Bangalore

Thomas Haworth (Deputy Clerk)

Public: 0

Apologies

Cllr Mark Trigg
Cllr Tony Moglione

CAOS/12 Declarations of Interest & Applications for Dispensation

No interests or dispensations declared.

CAOS/13 Public Questions (Maximum of 10 minutes)

To receive and respond to any questions, comments or representations from the public.

CAOS/14 Minutes

Members RESOLVED to approve the minutes of the meeting held on 20 May 2026, but asked for confirmation that the Terms and Conditions of the allotments ensured that the parish council would not be held liable if any damage was caused as a result of fixings becoming loose from plot holders' plots.

CAOS/15 Actions from the Previous Meeting

Members noted the following actions from the previous meeting:

5.1 The parish council's grounds team has been informed of the committee's decision to fill in the potholes on the allotment track and to install plot markings. These jobs have been added to the grounds team's work programme.

5.2 Following approval of the Kompan quote for £2,305.39 (plus VAT) to fix the play equipment at Alexandra Park, the job has been added to the work schedule and is expected to take around four to six weeks to complete.

5.3 The Deputy Clerk has undertaken initial investigations to place a new bench on Perrys Lane. A more detailed update will be brought to a future committee meeting.

5.4 A request for a new dog bin at the top of Overtown Hill has been incorporated into the larger dog fouling communications campaign, which will feature a review of bin locations.

CAOS/16

Updates from Committee Chair (if any)

The Chair provided the following updates to the committee:

Belmont Green bat survey: Wiltshire Wildlife Trust will be installing static bat detectors at Belmont Green (next to Lister's estate) between Tuesday 23 June and Tuesday 30 June. The detectors take less than an hour to deploy and are strapped to a tree or a wall. Once installed, they do not need any further attention until they are taken down, and the results will be shared with us.

Maunsell Way picnic bench: We're hoping to get this in this week, but the weather's been poor and the Grounds Team are very busy at the moment. We're hoping it'll be in very soon but it could be next week now. Thomas will be in touch to ask a few of us to meet there for a picture to publicise it.

Weir Field outdoor gym: This has been installed and as you all saw from the comms me, Diane and Mark have already been giving it a go. It's been really well received by residents so far.

VE Day tree planting, Belmont Green: Sadly we've lost two plum trees and two large cherry trees due to the recent dry weather. We've asked the Grounds Team to water them more frequently now until the end of September. We'll need to replace the lost trees during winter.

Richard James sponsorship of planters: Thanks to Richard James for sponsoring the summer and winter planting outside their offices. The 13 tubs will feature a sticker with joint logos on it. We'll put together some comms together to support this launch, probably next week.

CAOS/17

Proposal for Action to Tackle Dog Fouling: Communications Plan

Members discussed the communications plan Poo Free Parish.

Cllr JH asked if the words 'Wroughton & Wichelstowe' could be incorporated into the proposed campaign logo. The Deputy Clerk said he would see if they could be but assured the committee that all the campaign material would be recognisable related to the parish anyway.

The committee **RESOLVED** to approve the following recommendations:

To **NOTE** the proposals and **APPROVE** the implementation plan for Poo Free Parish

To **APPROVE** the virement of the remaining balance of £5,406 from EMR Budget 355 (Workshop Building Fund) to a newly established earmarked reserve for the Poo Free Parish campaign

To **APPROVE** the use of these funds for project-related expenditure, including signage, printing and publicity materials, additional dog waste bins where/ if required, and initiatives such as public dog waste bag dispensing stations

ACTION: The Deputy Clerk to explore adding 'Wroughton & Wichelstowe' onto the proposed campaign logo.

- CAOS/18** **Proposal for a New Bus Shelter on Perrys Lane**
The Deputy Clerk gave the committee a very brief update only to say that progress was ongoing but the project was not yet at the stage where the committee could be presented with delivery options. The Deputy Clerk was hopeful of a more detailed update at the next meeting.
- CAOS/19** **Wichelstowe Sports Hub: Next Steps**
The Deputy Clerk gave a verbal update on the project following a meeting with the Joint Venture Team on Tuesday 9 June.
- Cllr HW said she thought the best approach would be to wait to commit any money for the project until the tender process is complete.
- Cllr LC ran the committee through the different planned phases of the scheme and Cllr HW and Cllr JH agreed that funding the play park seemed like the most sensible option because residents in the area currently do not have access to a nearby play park.
- The committee agreed that they would hold off making any definite recommendations to Full Council until after the tender process was complete.
- CAOS/20** **Request for a New Bin on Foxham Way**
The committee RESOLVED to approve the following recommendation:
- To **APPROVE** the request for a new bin on Foxham Way, with funds to be used from general reserves (**Budget Code 4695450**)*
- CAOS/21** **New Speed Sign for Allotments**
Members discussed reports of speeding on the allotment site and Cllr HW voiced a concern that fixing the track could encourage people to drive at higher speeds. Cllr MB was confident that most people know to take care while driving down the track. He said that, in its current state, the track could damage peoples' cars.
- Cllr JH feared that putting up speed signs would not stop people from driving too fast because people would ignore them. Cllr DH suggested writing to plot holders instead and the Deputy Clerk suggested erecting signs and writing to plot holders, though the committee thought that would be too resource intensive.
- Cllr JH said that because the request for speed signs had come from the Allotment Working Party, it should be accepted. In order to keep costs down, however, the committee preferred to install just one sign on the middle allotment track, rather than two.
- The recommendations in the report were:
- To **APPROVE** the signage for both the middle and bottom allotment track from YourParkingSign at a cost of £258.98 to be taken from the Allotment Maintenance budget*
- To **APPROVE** the addition to the Terms and Conditions as set out above*
- The committee RESOLVED to amend the first recommendation to include just one sign on the middle allotment track, and RESOLVED to approve the second recommendation.
- CAOS/22** **Bowls Club Footpath**

The Deputy Clerk updated the committee on the latest position, highlighting the fact that legal discussions for the transfer of the path are progressing with Swindon Borough Council.

The committee was keen to continue.

CAOS/23 Beranburh Play Park Lease: Update from Saville's (the agent)

The Deputy Clerk gave a brief update on the Beranburh Play Park lease, and said that a more detailed update will be brought to members in due course.

CAOS/24 Committee Project Tracker

The committee noted the Community Assets & Open Spaces Committee Project Tracker.

CAOS/25 Future Agenda Items

Cllr LC told the committee that the bus shelter at the Listers estate had been graffitied and was being cleaned by the grounds team. She suggested that it might be a sensible idea to incorporate the Listers bus shelter into a wider bus shelter installation project with Bauer Media. Cllr DH asked for the bus shelter at Thorney Park to be incorporated into that piece of work.

The additional shelters at Listers and Thorney Park, the committee hoped, could be upgraded alongside a new one being installed at Perrys Lane.

Cllr HW suggested it might also be useful to undertake a review of all the bus shelters across the parish.

The committee agreed and asked for the bus shelters at Listers estate and Thorney Park to be included in ongoing talks with Bauer Media.

ACTION: The Deputy Clerk will begin work on reviewing all the parish's bus shelters and will include the shelters at Thorney park and Listers in talks with Bauer Media.

The meeting was closed at 8:06pm.

Signed:

Chair of Community Assets & Open Spaces Committee

Date: