



WROUGHTON & WICHELSTOWE PARISH COUNCIL

Thursday 3 September 2026

Dear Councillor,

You are summoned to attend
a meeting of the **COMMUNITY ASSETS & OPEN SPACES COMMITTEE**
on **Wednesday 9 September 2026** at **7:30pm** in the **Ellendune Community Centre**.

A handwritten signature in black 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**

To **APPROVE** the minutes of the meeting held on Wednesday 8 July 2026 (copy attached).

5. **Actions from the Previous Meeting**

To **NOTE** the following actions from the meeting held on 8 July 2026:

5.1 The Clerk has investigated the ownership arrangements in relation to the parish church turret following a request for maintenance work (copy attached).

6. **Updates from Committee Chair**

To **NOTE** any verbal updates from the Chair.

7. **Update on Committee Requests for Various Pieces of Street Furniture**

To **NOTE** the report on street furniture requests and **APPROVE** or **REJECT** the recommendations (copy attached).

8. **Perrys Lane Bus Shelter: Progress Update**

To **NOTE** the report on proposals for a new bus shelter on Perrys Lane and **APPROVE** or **REJECT** the recommendations (copy attached).

9. **Maintenance of Moat Pond**

To **NOTE** the report and the maintenance issues highlighted at Moat Pond (copy attached).

10. External Play Area Inspections

To **NOTE** that the parish's play area inspections are booked in for November 2026 (copy attached). Total cost: £1,069.80 (Inc 20% VAT). Budget line: 4550/400. Budget available: £2,600.

11. Bowls Club Lease

11.1 To **NOTE** the report and review the existing lease the parish council has with Wroughton Bowls Club, and to note that any changes and extensions need to be signed off by Swindon Borough Council (copy attached).

11.2 To **NOTE** there has been no movement with the parish council's appointed solicitor regarding the ongoing maintenance of the footpath adjacent to the Ellendune Community Centre. The Deputy Clerk is continuing to chase this.

12. Wroughton Wranglers Cricket Club Autumn Maintenance 2026

To **NOTE** the correspondence circulated by email and retrospectively agree the costs (copy attached). Budget code: 4450/210. Budget available: £1,500.

13. Request for New Bin at Ridgeway Park

To **NOTE** the report in relation to a request from a resident for a new bin at Ridgeway Park and to **APPROVE** or **REJECT** the recommendation (copy attached).

14. Wildflower Meadow and Great Crested Newt Information Leaflets

To **NOTE** the information shared by FirstPort that informs residents about wildflower planting and Great Crested Newts in Wichelstowe and that the parish council will share this information on its website (copy attached).

15. Vision 4 Wroughton (VSM): Maintenance of Willowbrook Gardens

To **NOTE** the updated maintenance schedule following discussions with Vision 4 Wroughton (copy attached).

16. Parish Council Tree Works

To **NOTE** the update received from the parish council's appointed tree surgeons for the completion of tree works within the parish (copy attached).

17. Lease Agreements with Swindon Borough Council (Maunsell Way & St Andrews Workshop)

17.1 To **NOTE** the recent correspondence received from the parish council's solicitors regarding both outstanding lease agreements from Swindon Borough Council (copy attached).

17.2 To delegate authority to the Chair of the Community Assets and Open Spaces Committee and the Clerk to sign the leases once a hard copy is received in the post.

18. Committee Project Tracker

To **NOTE** the Community Assets & Open Spaces Committee Project Tracker.

19. Future Agenda Items

For members to suggest any future agenda items for consideration by the committee.

Members of Committee (8 / Quorum 4)

Cllr Lisa Campisano (Chair)

Cllr Mark Trigg (Vice Chair)

Cllr Yathi Bangalore

Cllr Martin Barrett

Cllr Lauren Coady

Cllr Debbie Hooper

Cllr John Hewer

Cllr Holly 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.