



WROUGHTON & WICHELSTOWE PARISH COUNCIL

COMMUNITY ASSETS & OPEN SPACES COMMITTEE

Minutes of the meeting held on **Wednesday 9 September 2026**

Present

Cllr Lisa Campisano (Chair)
Cllr Mark Trigg (Vice Chair)
Cllr John Hewer
Cllr Lauren Coady
Cllr Debbie Hooper

Emma Freemantle (Clerk)
Thomas Haworth (Deputy Clerk)

Public: 6

CAOS/42

Apologies

Cllr Martin Barrett
Cllr Holly Woodward
Cllr Yathi Bangalore

CAOS/43

Declarations of Interest & Applications for Dispensation

None

CAOS/44

Public Questions (Maximum of 10 minutes)

A resident spoke to thank the committee for the item relating to a new bin at Ridgeway Park. She asked if the committee would consider installing two bins as there is currently a significant shortfall on the estate.

In terms of the location, she said there is already a bin inside the play area, so it wouldn't make sense to put another one in that immediate area. She said it would be better if one could go near to the entrance to the wooded area, and one nearer the front of the estate.

She also highlighted a problem with the car parking bays at the front of the estate. She said people often park thoughtlessly and block the entrance. She asked for markings or other parking restrictions to be implemented.

Cllr MT questioned the ownership of the road and whose responsibility that would fall under.

ACTION: TH to make enquiries with Swindon Borough Council and management company FirstPort to determine responsibility and to explore parking restrictions.

A resident who lives on Swindon Road asked members if they would consider putting an old telephone box on a patch of land near his property to act as a community exchange

hub. He thought it would be a good idea to bring people together and asked for help from the committee.

The Chair highlighted the fact that, as part of the Hills development in North Wroughton, an old telephone box is to be installed for precisely that purpose. Other members questioned the wisdom of having two quite close together but when the resident said his wouldn't be on the main road but would be sat back near Clyde Cottages, members agreed that it sounded like a good idea.

The resident took TH's email address and said he would be in touch formally with some further thoughts.

Other residents in attendance wanted to talk about the item relating to Moat Pond, and the Chair said that would be coming up later in the meeting.

CAOS/45

Minutes

The minutes of the previous meeting were approved.

Cllr MT said he thought the wording in the planning application for the children's home in Wichelstowe wasn't a wholly accurate representation of what had previously been discussed.

TH said he will look at this ahead of the application appearing on the agenda of the next Planning and Highways meeting on Wednesday 16 September.

CAOS/46

Actions from the Previous Meeting

To committee noted 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.

EF gave an outline of the recommendations and the committee agreed not to fund the turret works.

CAOS/47

Updates from Committee Chair

The Chair updated the committee on matters relating to an upcoming hedgehog survey, the Wichelstowe sports hub, the new Wichelstowe children's home and the public toilet sign on Wharf Road.

ACTION: TH to investigate moving the old Wharf Road toilet sign nearer to the Ellendune Community Centre and having a new public toilet sign at the ECC itself.

CAOS/48

Update on Committee Requests for Various Pieces of Street Furniture

Cllr JH suggested we could ask if Enterprise Works would consider giving us a discount if we ordered two benches at the same time.

The committee **APPROVED** the bench at Perrys Land and **APPROVED** the bench at the Weir Field.

ACTION: TH to progress the next steps, confirm final pricing options and delegate the decision on pricing to the Chair.

CAOS/49

Perrys Lane Bus Shelter: Progress Update

The committee **APPROVED** the quote from GW Shelter Solutions for a barrel roof shelter design.

ACTION: TH to progress the next steps and report any further updates back to the committee.

The Chair referenced Cllr Gayle Cook's enquiry to SBC to use some of their old bus shelters currently located at the former park and ride site.

TH said he was in the process of arranging a visit to look at the shelters, and would invite some committee members along.

ACTION: TH to arrange visit to see if old SBC shelters can be used at other locations across the parish.

CAOS/50 Maintenance of Moat Pond

A resident asked about the state of Moat Pond and if the drainage pipes have become blocked. He asked if they have recently been 'rodded'. The Chair explained that the maintenance work highlighted in the report will determine the extent of the works that need doing.

Cllr JH explained that the work the parish council undertakes at Moat Pond is guided by professional advice from the Wiltshire Wildlife Trust.

CAOS/51 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.

Cllr MT asked about maintenance responsibilities for all the play areas in the parish and EF confirmed that some fall under different organisations' remits. Cllr MT asked if it was possible to have a map on the parish council's website that shows the locations of all the play area and who is responsible for maintaining them.

ACTION: TH to look into the feasibility of this.

CAOS/52 Bowls Club Lease

EF updated the committee on the latest position and said the bowls club have approached us and want to talk about the lease agreement to ensure everything is in place for when it's time to renew.

Members were happy for EF to continue this work and bring a further update to the committee in due course.

CAOS/53 Wroughton Wranglers Cricket Club Autumn Maintenance 2026

Members noted the maintenance request and retrospectively **APPROVED** it.

CAOS/54 Request for New Bin at Ridgeway Park

The committee noted the comments made by the residents in attendance and **APPROVED** a second bin.

ACTION: TH to continue to liaise with FirstPort and progress putting two new dual-purpose bins at Ridgeway Park.

CAOS/55 Wildflower Meadow and Great Crested Newt Information Leaflets

The committee noted the information and EF confirmed that it will go on the parish council's website.

CAOS/56 Vision 4 Wroughton (VSM): Maintenance of Willowbrook Gardens

EF alerted members to the one small change from last time – that is, the addition of the caveat that the parish council will be responsible for maintaining Willowbrook Gardens if the volunteers are unable to or if Vision 4 Wroughton ever winds down.

CAOS/57 Parish Council Tree Works

Members noted the tree maintenance schedule and **APPROVED** any felling to be done on a case-by-case basis, as advised by the parish council's tree surgeon.

CAOS/58 Lease Agreements with Swindon Borough Council (Maunsell Way & St Andrews Workshop)

EF updated the committee and explained that the hold-up is due to Swindon Borough Council. She said she has gone back to the parish's solicitor to ask SBC to extend the lease, and the committee may be required to make further decisions in due course depending on SBC's response.

CAOS/59 Committee Project Tracker

The committee noted the project tracker.

CAOS/60 Future Agenda Items

Following a meeting of the Allotment Working Party, the Chair said that the rent will be increased by 5% from October 2027. She also noted that the allotment skip has been ordered for 14 October.

Lastly, she noted the sad death of the brother of the parish council's allotments officer, who was responsible for making the swap shop that's located on the allotments. She asked the committee if they would be happy to install a plaque in his memory on the swap shop. Members were happy to agree.

ACTON: TH to progress work on the memorial plaque for the swap shop.

The meeting finished at 8.32pm.

Signed:

Vice Chair of Community Assets & Open Spaces Committee

Date: