WROUGHTON & WICHELSTOWE PARISH COUNCIL

COMMUNITY ASSETS & OPEN SPACES COMMITTEE

Minutes for the meeting held on **Wednesday 7 October 2026**

Present
Cllr Mark Trigg (Vice Chair)
Cllr Yathi Bangalore
Cllr Martin Barrett
Cllr Lauren Coady
Cllr Debbie Hooper
Cllr John Hewer

Thomas Haworth (Deputy Clerk)

Cllr Robbie Easter
Cllr Dee Sundaresh

CAOS/61 **Apologies**
Cllr Lisa Campisano (Chair)
Cllr Stan Pajak
Cllr Holly Woodward

Cllr MT told the committee that he will be chairing the meetings for the foreseeable future while Cllr LC is away due to illness. The committee sent their best wishes to Cllr LC.

CAOS/62 **Declarations of Interest & Applications for Dispensation**
None identified.

CAOS/63 **Public Questions (Maximum of 10 minutes)**
No members of the public attended.

CAOS/64 **Minutes**
The committee approved the minutes of the meeting held on Wednesday 9 September 2026 (copy attached).

CAOS/65 **Actions from the Previous Meeting**
The committee noted that the following actions from the meeting held on 9 September 2026 had either been completed or were ongoing:

Enquiries made with Swindon Borough Council and management company FirstPort to determine responsibility for car parking matters at Ridgeway Park, and to progress with installation of two new dual-purpose bins.

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.

Progress with the next steps, confirm final pricing options and delegate the decision on pricing to the Chair for two new benches (one of Perrys Lane and one on the Weir Field).

Progress the next steps on obtaining a new bus stop for Perrys Lane and report any further updates back to the committee.

Investigate the feasibility of creating a map of all the parish's play areas.

Progress work on a memorial plaque for the allotment swap shop.

When discussing the parish's play areas, Cllrs MT and MB asked if TH could ask the developers and management companies who are responsible for looking after the non-parish council owned play areas to confirm how often they perform maintenance and safety checks. This will be built into the work TH is currently undertaking to develop a mapping tool.

CAOS/66 **Updates from Committee Chair**

Cllr MT told the committee about the deteriorating path at the Secret Garden. He advised that a contractor has offered to examine the path in order to get a better understanding of what remedial work is required.

The committee was happy for this work to be undertaken.

Cllr MB asked if the current state of the path posed a health and safety hazard. TH said he didn't think it did but he will ask the parish council's Grounds Team to double check. The committee suggested that, if need be, the grounds team might look at temporary measures such as filling the cracks with sand to minimise trip risks until the work is done.

ACTION: TH to ask the contractor to examine the condition of the path and speak to the Grounds Team to ensure the path is safe before repair work starts.

CAOS/67 **Allotments Update**

Recommendation: To **APPROVE** or **REJECT** the proposed rent increases of 5% in October 2026 and 5% in October 2027. The committee **RESOLVED** to agree the recommendation.

Recommendation: To **APPROVE** or **REJECT** the request from the holder of Plot 120 for free rent for a further 12 months. The committee **RESOLVED** to agree the recommendation.

CAOS/68 **Parish Council's Business Waste Contract**

The committee noted the report and the proposal for the Grounds team to take waste to the Household Wate Recycling Centre (HWRC).

Cllr JH asked if, at some point in the future, Swindon Borough Council's rules will change and they too will require waste to be separated at source. TH said he will speak to SBC to understand if such a change is likely to happen.

Cllr LC asked if the booking rules for the HWRC would pose a problem for the parish council. TH said it wouldn't because the booking system applies only to residents, not the parish council.

Cllr MT suggested it might be a good idea for the parish council to engage the Wiltshire Association of Local Councils (WALC) to see what other parish councils are planning to do in light of the planned changes to waste collection rules.

ACTION: TH to liaise with SBC and WALC to ensure the parish council has considered all options ahead of the waste collection changes in March 2027.

CAOS/69 **Parish Council Tree Works**

TH gave a verbal update on the work currently being undertaken by the parish council's appointed tree surgeons to ensure the parish's trees are healthy and safe.

He said the tree surgeons had spent the past couple of weeks at Beranburh and Belmont Green, with the outstanding areas being mainly around the Ellendune.

CAOS/70 **Moat Pond Update**

The committee noted the latest update report on the Moat Pond project.

Cllr DH questioned the extent to which dredging the pond might affect the wildlife. Other committee members agreed that the work should be done in a way that avoids damaging habitats.

Cllr MT asked if drainage tubes would be installed to ensure water could be properly recycled and Cllr JH asked if the Wiltshire Wildlife Trust will be involved in advising the parish council on future maintenance schedules. Cllr MB said there are drainage tubes but they are blocked.

TH confirmed that the parish will work with the WWT to create a schedule of works to ensure the committee is able to monitor ongoing work. TH said he would be looking to involve members in the comms for Moat Pond over the coming week.

Recommendation: To **APPROVE** the allocation of £55,000 for the Moat Pond project. The committee **RESOLVED** to agree the recommendation.

Recommendation: To **AGREE** the recommendations 1-8 in the report at **Appendix 1**. The committee **RESOLVED** to agree the recommendation.

Recommendation: To **APPROVE** dredging work for the winter dormancy period from November 2027 to end of March 2028 to minimise disruption to biodiversity and wildlife. The committee **RESOLVED** to agree the recommendation.

ACTION: TH to gather committee members together for a picture to communicate the Moat Pond project.

CAOS/71 **Orchard Tree Pruning**

Recommendation: To **APPROVE** or **REJECT** a donation of £80 to TWIGS for their assistance in delivering the training session. The committee **RESOLVED** to agree the recommendation.

CAOS/72 **Committee Project Tracker**

Cllr DH asked for an update on the parish's bus shelters and TH said he is still speaking to SBC to arrange a visit to the former park and ride site to examine some old bus shelters.

CAOS/73 **Future Agenda Items**

Cllr DH asked if the Grounds Team could look at the weeds currently in the stream at Willow Brook Gardens as they are very dense, and could cause flooding issues during heavy rainfall. TH said he is due to meet the Environment Agency on Monday 12 October to look at the Willow Brook stream and will report back to a future meeting.

The meeting ended at **7.58pm**.

Signed: ……

Vice Chair of Community Assets & Open Spaces Committee

Date: ……..