

**SOUTH SWINDON PARISH COUNCIL**  
(CENTRAL SWINDON SOUTH PARISH COUNCIL)

**COUNCIL MEETING**

Minutes of the meeting held on 12 June 2018 at 6.30pm  
in Lounge, Broadgreen Community Centre

- Present** Cllr C Watts (Chair)  
Cllr J Howarth (Vice-Chair)  
Cllr J Ali  
Cllr S Allsopp  
Cllr N Burns-Howell  
Cllr M Dickinson  
Cllr J Firmin  
Cllr P Herring  
Cllr N Hopkins  
Cllr J Miah  
Cllr M J Miah  
Cllr D Pajak  
Cllr I Shaikh  
Cllr J Short  
Cllr B Thompson  
Cllr N Watts
- Officers** Joyce Holman (Parish Clerk)  
Karen Phimister (Planner, Planning Policy, Swindon Borough Council)  
Mark Walker (Community Programme Lead, Swindon Borough Council)
- Public** Five
- Public Session** Mrs Freeguard asked about the improvements to Broadgreen open space and the Clerk confirmed that this was still being worked on and would be dealt with as soon as possible.
- Mr Finch referred to the Living Wage Foundation and asked for more details and whether this covered all Parish Councils in Swindon. The Chair explained that the Parish Council had been accredited as they met the criteria set by the Living Wage Foundation. This accreditation only applied to South Swindon Parish Council.
- Mr Townsend stated that the sarsen stones at Lawns were completely covered by grass and nettles and used to be a feature in the park. He also had concerns about the ha-ha wall as stones had been taken out of it and the general condition of the seats.
- Ms Ford said that GWR Park were very pleased with the proposed location for the Memorial to World War 1.
- Mr Seaward asked about the travellers that had set up camp at the junction of Queens Drive and Marlborough Road. Cllr Allsopp confirmed that the travellers left the site the previous weekend.
- 91** **Apologies**  
Cllr P Dixon

Cllr A Hawkins  
Cllr M Gladman  
Cllr J Milner-Barry  
Cllr S Pajak  
Cllr T Philpot  
Cllr T Robson

**92 Declaration of Interest & Applications for Dispensation**

None

**93 Neighbourhood Plan Working Party**

Standing Order were suspended to allow Karen Phimister to make a presentation about neighbourhood plans. A copy of the presentation is attached as Appendix A to these Minutes.

Ms Phimister also referred to the Railway Village and a Swindon Borough Council proposal to apply to Historic England to make the whole area a Historic Action Zone. This would give them the opportunity to bid for funding to carry out much needed refurbishment of the area and they were looking for the support of the Parish Council.

Cllr Howarth said that the Railway Village had been promised improvements in the past and they had never materialised due to lack of funds and asked why this initiative would be any different. Cllr Firmin asked for more information about the bid.

Ms Phimister said that the bid would be for £1million and this needed to be submitted by 29 August 2018. The bid would mean identifying funding from the Council and she asked whether the Parish Council would consider using their CIL receipts towards this project.

It was agreed that Ms Phimister would formally write to the Parish Council setting out more information about the project and the funding and be clear about any possible funding that would be required from the Parish Council.

Councillors also agreed that the main Councillor contact for this project would be Cllr Howarth.

Standing Orders were reinstated.

The Neighbourhood Plan Working Party submitted a report a copy of which appears as Appendix B in the Minute Book.

The report updated Members on the meeting of the Neighbourhood Plan Working Party and contained two recommendations.

**RESOLVED**

- a) that the Parish Council arranges a meeting in September to engage with local groups and organisations and the public to find out the level of interest and commitment to produce a Neighbourhood Plan;
- b) that the results of the September meeting be brought back to the October Full Council Meeting and a decision be made at this meeting on whether to go ahead with a Neighbourhood Plan.

**94 Drug Issues in the Parish**

Standing Orders were suspended to allow Mark Walker to address the meeting.

Mr Walker spoke about the issues with ant-social behaviour and in particular drug related issues in the town centre and parks. A new drug support agency called Turning Point had

been operating in Swindon since 1 April 2018 who were based at Temple Street. They would be taking enforcement action against anti-social behaviour and there had recently been a court action against a person drug dealing in the multi-storey car parks. They also wanted to stop young people bringing in drugs from larger cities.

There was some discussion about drug issues and how to deal with them locally and nationally. Councillors agreed that they wanted to work with Swindon Borough Council on this issue and would invite Mr Walker back in the future.

Standing Orders were reinstated.

**95 Minutes of the Previous Meeting**

**RESOLVED** that the minutes of the Annual Parish Council Meeting on 15 May 2018 be approved as a correct record.

**96 Finance & Staffing Committee**

**RESOLVED** that the minutes of the Finance & Staffing Committee held on 17 May 2018 be confirmed and adopted.

**97 Planning & Environment Committee**

**RESOLVED** that the minutes of the Planning & Environment Committee held on 22 May 2018 be confirmed and adopted.

**98 Finance & Staffing Committee**

**RESOLVED** that the minutes of the Finance & Staffing Committee held on 29 May 2018 be confirmed and adopted.

**99 Planning & Environment Committee**

**RESOLVED** that the minutes of the Planning & Environment Committee held on 5 June 2018 be confirmed and adopted.

**100 Leisure & Amenities Committee**

Councillors considered the recommendation in Minute No 81.

**RESOLVED** that when a commitment is received from Swindon Borough Council to lease Town Garden and Queens Park that the Parish Council starts work on the maintenance required to Town Gardens and Queens Park prior to entering a formal lease.

**RESOLVED** that the minutes of the Leisure & Amenities Committee held on 5 June 2018 be confirmed and adopted.

**101 Information from Borough Councillors**

There were no reports from Borough Councillors.

**102 Parish Council Representatives' Report**

There were no reports from Councillors.

**103 Chair's Report**

The Chair reported that the Street Food Festival would take place the following Saturday and he encourage everyone present to attend.

The library figures for Old Town Library had been published for May 2018 and they continued to increase, especially the books for children. Old Town Library would be staging a writing competition for children in the summer holiday with the prize being signed books supplied by Fred Blunt.

The Old Town Festival had been held the previous Sunday, which the Parish Council had supported with a grant and it had been a very successful event. An article had appeared in the Wiltshire Wildlife Trust magazine which also thanked the Parish Council for their grant towards the Adult Wellbeing Programme.

The Chair said that he would be taking part in a sponsored litter pick on Saturday 14 July 2018 and he invited Councillors to join him or sponsor him. The funds raised would go towards his chosen charity of Brighter Futures.

**104 Terms of Reference and Delegation Scheme (Min.10 – 15.05.18)**

The Clerk submitted a draft Terms of Reference and Delegation Scheme a copy of which appears as Appendix C in the Minute Book.

The draft Terms of Reference included an additional power to Councillors to appoint a substitute. Cllr Dickinson proposed that the notice period be changed from 1 day to 1 hour.

**RESOLVED** that with the amendment above the Draft Terms of Reference and Delegation Scheme which appears as Appendix C be adopted.

**105 Living Wage Employer**

The Clerk submitted an email dated 1 June 2018 from the Living Wage Foundation a copy of which appears as Appendix D in the Minute Book.

The email stated that the Parish Council had been accredited as a Living Wage Employer. The Chair stated that he was very proud that the Parish Council had received this status and a press release would be issued.

**106 Services Working Party**

The Clerk reported that she had been in contact with KMC Management Consultancy who had been contracted to carry out a Best View Review. There had been some issues with data and information not being provided in a timely manner by Swindon Borough Council.

That now appeared to have been resolved and a report should be ready for the Parish Council to consider at their July Full Council Meeting.

**107 Standing Orders**

The Clerk submitted draft Standing Orders a copy of which appears as Appendix E in the Minute Book.

The Standing Orders were based on the NALC Model and the Clerk confirmed that all the gender references had been removed.

**RESOLVED** that the draft Standing Orders that appear as Appendix E be adopted.

108

**Data Protection**

The Clerk submitted a report a copy of which appears as Appendix F in the Minute Book.

The report included details of the new Data Protection Regulation (GDPR) and the responsibilities of the Parish Council. Cllr Dickinson suggested that the first check on any member of the public requesting information should be for them to provide evidence of their identify.

**RESOLVED**

- a) that the Parish Council displays the Privacy Notice in Appendix F on the website and at the allotment sites;
- b) that the Parish Council appoints the Clerk as the person responsible for dealing with all data protection requests made under GDPR.

The meeting closed at 7.55 pm

Signed.....  
Date.....  
Chair of the Council