

CENTRAL SWINDON NORTH PARISH COUNCIL

LEISURE & RECREATION COMMITTEE MEETING

Minutes of the meeting held at The Reading Rooms (32 The Circle) at 7pm on Thursday 1st December 2022.

Present Cllr J Ballman (Chair)
Cllr M Beale
Cllr M Lucas (Vice Chair)
Cllr J Yeowell
Cllr D Patey

Officers A Reeves (Clerk)

Public None

Meeting started at 7.00pm.

LR199 **Apologies**
Cllr R Ballman

LR200 **Declarations of Interest & Applications for Dispensation**
Cllr J Ballman declared a non-pecuniary interest in the Leisure & Library Trust, Hreod Burna Urban Forest (HBuF) and the Royal Society for the Protection of Birds (RSPB).

Cllr M Beale declared an interest in The Leisure & Library Trust & The Penhill Orchard.

LR201 **Grounds & Street Cleansing PQMS Data Review**

The iD Verde representative confirmed a total of 41 inspections were carried out over the period and detailed the results of these shown in Appendix A.

Areas of concern were raised on hard surface inspections, primarily due to excess weed growth in Rodbourne.

For future reference the inspection will now be carried out six weeks after weed clearance as a 'benchmark'.

The pass rate YTD score was 80.3%.

Cllr J Yeowell asked about maintaining a residents overhanging bush in Rodbourne. The Clerk advised that the options remain asking Swindon Borough Council to serve a Section 215 notice or to speak to the resident. Cllr Yeowell confirmed he would look into this.

The ambiguity of SBC Housing Revenue Account land and Parish Deed Land remains. The Clerk confirmed SBC do not have the resource to look into this further or amend deeds so discussions on where we believe land is managed by the HRA account should be taken on a case by case basis.

Cllr J Ballman reiterated the importance of PQMS data information and how much this improves the efficiency of our contract since migrating from Swindon Borough Council in 2020.

RESOLVED - Members **NOTED** the report.

LR202 General Workload Update

The report is shown as Appendix B.

Solar Panel Inspection

Cllr J Ballman was concerned that the old solar panels were not being replaced or new panels installed to complement the old panels.

The expert report provided a recommendation that a battery pack is added to the existing solar panels as the two systems could not be interconnected. Cllr J Ballman asked why two concurrent separate sets of panels could be connected.

The Clerk re-confirmed the experts report and that we could explore the benefits of whether the two systems could run independently of one another. The Clerk advised this was a technical question and would need further work via the Estates Manager to the expert.

RESOLVED – That the Estates Manager installs the battery to the existing solar panels as the report recommends. To instruct the Estate Manager to confirm with the expert whether a new battery can be added and new panels installed in tandem.

Neil Jackson

The Clerk confirmed the appointment of Neil Jackson to Allotments Officer. Neil Jackson would undertake tractor training.

Kiln Lane Allotments

Thames Water have repaired the subterranean leaks. Cllr Beale would like to know what type of bushes will be installed to the periphery of Direct Windows leased space to ensure suitable drainage.

Tree Maintenance

Cllr J Ballman sought clarity on the myriad different tree arrangements across the town and a need for greater understanding. Examples were given where some tenants are responsible for their own trees, the Parish Council responsible for trees <2m and SBC are responsible for trees >2m.

The Clerk reminded Councillors that areas where we hold a lease the Parish Council are at this time responsible for and areas where a maintenance deed is held SBC are responsible for, except trees <2m. Legacy arrangements were inherited for HBUF and Community Centre grounds.

LR203 Project Updates

The Estates Manager provided a verbal update on a number of current and ongoing projects shown in Appendix C.

RESOLVED - Members **NOTED** the report.

LR204

Play Area Remedials

The Clerk presented the associated documentation. A copy of which can be found in Appendix D.

The Clerk sought to provide clarity on the spend of EMR's for the Committee. If an EMR has been allocated against a budget code, there is no need to seek FGP or Full Council approval for that spend provided it does not breach the £10,000 delegated spend limit.

Approval for amendment would need to be sought from FGP if the EMR was to be repurposed or the proposed spend was between £10,001 and £20,000. Approval from Full Council would be required for spend of £20,001 or more.

In relation to play areas, Councillor J Ballman asked whether Ward Allowances should be used in isolation of corporate spend allocation, Cllr J Ballman asked if such actions could be considered a dilution of core policy and procedure, particularly around play area spend. Having two sets of priorities running concurrently could circumvent committee/policy views.

Cllr Lucas advised that Rodbourne Cheney does not have a play area and new play areas do not form a major part of the play area review.

Cllr J Ballman asked that the Ward Allowance and EMR policies are reviewed at a future date to ensure the driving force of spend decisions remains the overarching policy agreed by Council.

RESOLVED - Members **NOTED** the item and approved the repairs listed. The vote was taken in two parts for works under Officer delegated spend and another for spend above.

LR205

Building Management System Audit

The Clerk presented the report shown as Appendix E.

Cllr J Ballman referred to a preference for the Green Energy proposal on the basis of their experience of Local Government and comprehensive scheme of works shown to the Committee.

Cllr J Yeowell requested if the GIA for Chapel Street Toilets sizing was correct as it seemed large. The Clerk advised this footprint also includes the ancillary office.

Cllr M Beale asked if we were utilising caretaker time effectively rather than utilising all staff to do operational roles.

The Clerk advised that the BMS system is designed to prevent any manual involvement in the heating systems as it will be programmed by the assets manager in advance, depending on the forthcoming weeks bookings.

Cllr J Ballman highlighted Chippenham Town Councils staffing budget, a Council of a similar size but with a larger staff base. Cllr J Ballman considered our staffing model to be of a modern, efficient design, Cllr J Ballman felt there was no demonstrative need to revert to an older staffing management model, yet.

RESOLVED - Members **NOTED** the report. The Estates Manager is to **REQUEST** January 2023 FGP to consider allocating £5,560 towards the unplanned BMS feasibility report under the Councils 'Invest to Save' energy considerations. The request will form part of an emerging five year plan of utility cost reductions across the estate.

LR206 Nature Restoration WG Notes

RESOLVED- Members NOTED the Notes shown as Appendix F.

LR207 Allington Road Community Garden Project

The Estates Manager has asked for comments on the Service Level Agreement.

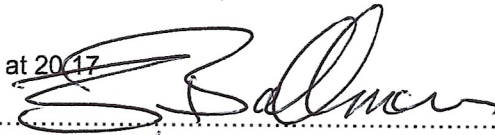
The Clerk advised there was no Street rep feedback received yet.

RESOLVED- Members **NOTED** the Notes shown as Appendix G. That the SLA to be considered in L&R for January 5th 2023, once Cllr M Beale has spoken to interested parties.

LR208 CSNPC Tenants

No further update on the Moredon Croquet lease.

The meeting closed at 20.17

Signed.....

Date.....16.02.2023

Chair of the Leisure & Recreation Committee