



Parish Council

Central Swindon North Parish Council

Pinetrees Community Centre,

The Circle,

SWINDON SN2 1QR

LEISURE & RECREATION COMMITTEE MEETING MINUTES

Thursday 6th February 2025 19.15

Present:	
Councillors:	Cllr John Ballman (Chair) Cllr Muhammad Khan (virtually) Cllr Mick Lucas Cllr Paul Park Cllr James Yeowell
Clerk:	Mr Andrew Briggs (Head of Operations)
Officers:	Mr Andy Reeves (virtually)(Parish Clerk) Mr Neil Jackson (virtually)(Allotment Officer)
Member of the Public Present: None	
Apologies	Cllr Ian Edwards

		Action
LR410	Declarations of Interest Cllr John Ballman declared a non-pecuniary interest in The Leisure & Library Trust, HBUf and RSPB. Cllr Paul Park declared a non-pecuniary interest in The Leisure & Library Trust.	

	RESOLVED: Item NOTED.	
LR411	Public Questions & Public Correspondence None	
LR412	Minutes of Previous meeting To NOTE the minutes of the meeting held on the 09.01.2025. RESOLVED Councillors NOTED the minutes of the meeting held on the 09.01.2025.	
LR413	Play Areas A: To CONSIDER the associated report regarding the Rodbourne Cheney Play Area. Mr A Briggs presented a written report. See Appendix 1. Cllr J Ballman mentioned that the working group needs to make a decision on exactly what equipment they would like in the play area. Cllr J Yeowell asked if the companies have supplied a quote yet. Mr A Briggs explained that the companies have quoted for equipment not installation. Cllr J Ballman asked is the timeline realistic. Mr A Briggs responded he believes so. A discussion was held around procurement and procedure. 1. <u>Recommendation</u> A. A proposal is submitted to the March 2025 FGP Committee to attribute up to £30k from the Public Works Loan for play areas, to the Rodbourne Cheney Play Area project. B. That any underspend is returned to the Play Area budget. C. Note the indicative project timeline. D. Instruct the Ops Manager to draft a scope of works ready for Procurement publication.	



	RESOLVED Councillors APPROVED recommendation 1.A, B, C & D. B: To RECEIVE an update on winter work. Mr A Briggs presented an update on winter works. See Appendix 2. A discussion was held around play bark and matting in play areas and which was most cost effective. RESOLVED Councillors NOTED the update. C: To RECEIVE an update on priority actions following the annual safety inspections. Mr A Briggs presented an update on the play area safety inspections. See Appendix 3. Cllr M Lucas proposed that The Parish use the remaining Play Area budget to complete the works noted in the report totalling £8,429.66. Cllr J Ballman seconded. RESOLVED Councillors APPROVED spending £8,429.66 from the remaining Play Area budget to complete the works listed in the report.	
LR414	Allotments A: To RECEIVE an update from the Allotments Officer. Mr N Jackson presented an update. RESOLVED Councillors NOTED the update. B: To CONSIDER installation of CCTV at Pickard's Field Allotments. Mr A Briggs presented a verbal presentation around installation of CCTV at Pickard's Field Allotments to reduce anti-social behaviour. Cllr J Ballman asked about data protection. Mr A Briggs explained that all data would be protected.	



Cllr J Yeowell asked how many tenants this involved.

Mr A Briggs mentioned around 6-8 people.

A discussion was held about what is considered inappropriate behaviour.

Cllr J Yeowell asked what the next stage would be if the CCTV doesn't work.

Mr A Briggs explained that the CCTV is a deterrent but also a tool to support management of the issues.

Cllr P Park asked if this was a precaution that would be suitable for all allotment sites.

Cllr J Ballman asked that this subject be taken to the next Allotment Working Group meeting for discussion.

RESOLVED Councillors **NOTED** the update.

C: To **CONSIDER** the draft lease & license for the Kiln Lane parking request.

Mr A Briggs presented the Kiln Lane parking lease for approval with a recommendation of £3,500 per annum rental which would be ringfenced for use on the allotment site.

Cllr J Ballman proposed that the Kiln Lane lease and a £3,500.00 per annum rent be **APPROVED** and taken to Full Council in March.

Cllr J Yeowell seconded.

RESOLVED Councillors **APPROVED** the Kiln Lane lease and a £3,500.00 per annum rent, with the recommendation to be taken to Full Council in March.

D: To **CONSIDER** quotations for work to the entrance track at Kiln Lane.

Mr A Briggs presented the costs to retarmac the entrance track of Kiln Lane.

Quote 1: £7,032.00

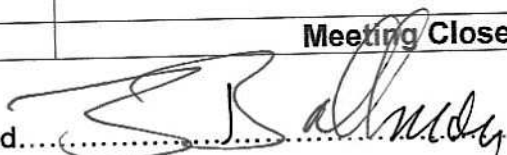
Quote 2: £10,000.00 includes work to the gate.

Cllr J Ballman **PROPOSED** The Parish accept Quote 1 and use funds from the ringfenced allotment income.

	Cllr J Yeowell seconded. RESOLVED Councillors APPROVED Quote 1 for retarmacking Kiln Lane Allotment entrance. E: To NOTE an RPI increase on allotment fees from April 2025. Mr A Briggs presented an update on the increase in Allotment rent from April 2025 in line with RPI. RESOLVED Councillors NOTED the Allotment rent increase from April 2025.	
LR415	Allington Rd – Community Project Mr A Briggs presented an update on the community response. A discussion was held around the proposed plans of raised beds and fruit bearing trees. Mr A Briggs explained that there are funding options available through at least 2 sources. The Parish costs will be nominal and in relation to a small amount of clearance. Cllr J Ballman PROPOSED Councillors APPROVE the Allington Road Community Project plans. Cllr P Park seconded. RESOLVED Councillors APPROVED the Allington Road Community Project plans.	
LR416	Trees for Climate Mr A Briggs presented an update. See Appendix 4. RESOLVED Councillors NOTED the update.	
LR417	Sports Pitches To CONSIDER the lease renewal for Storm American Football. Mr A Briggs explained the lease would carry an RPI increase increasing rent to £6669 per annum for the next two years, along with a two-year lease agreement.	

	RESOLVED Councillors APPROVED the two-year lease agreement and rent charge for Storm American Football.	
LR418	HBuf Tractor Shared Use Agreement To CONSIDER the revised usage agreement. Mr A Briggs presented the revised Tractor Shared Use Agreement. Cllr J Ballman explained this revised agreement was an important step forward in protecting Parish assets. Cllr J Yeowell asked if The Parish has a list of the people allowed to use the tractor and proof they have had training and licenses. RESOLVED Councillors APPROVED the Tractor Shared Use Agreement.	
LR419	Parkside Hub Project A: To RECEIVE an update on the refurbishment project. Mr A Briggs explained that the refurbishment is now complete, The Parish has sent a snag list to the refurbishment company for small items to be corrected. The official opening will take place after the skate park is complete. Cllr J Ballman asked if the graffiti on the building would be replaced by a mural. Mr A Briggs explained that he has had talks with SMASH about talking to some local children about what they would like to see on the wall. RESOLVED Councillors NOTED the update. B: To RECEIVE the date for the community open event. Mr A Briggs proposed the date for the official opening will be either the 1st or 8th March 2025. RESOLVED Councillors APPROVED the dates proposed.	
Meeting Closed 20:32		

Signed.....



Date.....

4-3-2025