



St Andrews Parish Council

DRAFT Minutes of the Online Grounds Maintenance Committee Meeting held on Wednesday 17th March 2021 at 7:00pm

Councillors Present: Steve Heyes, Vera Tomlinson, Paul West and Vince Williams (Chairman)
Officer Present: Luke Jones (Grounds Maintenance Manager), Emma Sylvester (Clerk)
Public Present: None

19 APOLOGIES FOR ABSENCE

Apologies were received from Daniel Adams

20 DECLARATIONS OF INTEREST

None

21 MINUTES

Cllr Tomlinson requested clarification regarding Minute 18 Swindon Borough Council (SBC) issues with parishes. Cllr Heyes explained that parishes had different agreements with SBC and the customer services team were confused and passing the wrong information to residents about who is responsible for issues that need actioning e.g., fly tipping and tree maintenance.

Cllr Tomlinson requested further information on companies approached in Minute 15(ii) for financial assistance to install the covid snake rock. Cllr Tomlinson offered information on other businesses that could be approached for support.

RESOLVED

To accept the minutes of the last meeting held on 2nd December 2020 as a true record and for them to be signed when the Clerk next meets the Chairman.

22 PUBLIC RECESS

No public present

23 DEPOT (Standing Item)

(i) It was noted that the first meeting of the Depot working group was held on 24th February 2021 along with the minutes of the meeting.

(ii) Members discussed Terms of Reference

RESOLVED

To approve with one minor amendment as detailed in the document attached in the Minute Book.

24 OPEN SPACES

(i) Cllr Williams reported that he had spoken to the organiser of the rock snake, due to the expense of installing at Wallis Drive play area, and asked members to consider installing at Standen Way park where the rocks placed around the edge of the fence. This would mean that the rocks could be kept as a snake and be less expensive. Members agreed that this would be a good idea and requested that the Grounds Maintenance Manager asked SBC for permission and reported back to the next meeting.

(ii) Cllr Williams summarised correspondence received from the Crown's agency regarding the pagoda on Salzgitter Drive and members discussed. Cllr Tomlinson reported that prior to the meeting she had asked the Grounds Maintenance Manager to assess the risks from a health and safety point of view and it was decided to cordon off the area. Cllr Tomlinson gave a brief history of previous work seeking repairs to the pagoda and steps. She reported that she has been informed that as part of the work on Salzgitter Drive improvements to the steps will be made. She added that this had not been completed yet as SBC have staffing issues

due to the covid pandemic, but SBC will take responsibility. Cllr Williams and Heyes thanked Cllr Tomlinson and reported to members that work had started on the road.

- (iii) Members received correspondence from Wiltshire Police regarding a community clear up. Cllr Heyes added that he had been in touch with both SBC and the police as the land was in fact privately owned. He reported that progress was being made. Further discussions took place regarding anti-social behaviour and members agreed to invite the police to a future meeting.
- (iv) Cllr Heyes reported that since clearing Wallis Drive play area the youths have now moved to a different bench and wondered if it could be moved. The Grounds Maintenance Manager explained the process of moving the blue benches explaining that they were attached to poles set in very deep concrete. It was agreed for the Grounds Maintenance Manager to obtain costs and refer to the Play Area Committee as the bench is inside the play park.
- (v) The Grounds Maintenance Manager reported that Swindon Borough Council will only weed spray highways and not around obstacles in the parish. He added that he had obtained one quote but would investigate the costs of completing weed killing in-house as the parish already had appropriate equipment.

25 VEHICLES AND EQUIPMENT

- (i) The Grounds Maintenance Manager reported that two remaining vehicles had still not been received and the team were using hire vehicles provided by Wessex Fleet at the same cost.
- (ii) Members noted that the Parish Council Chairman and Vice Chairman had both agreed for one of the old vehicles to be sold to the Ground Maintenance Manager at a cost of £300 and the second vehicle had also been sold for scrap. Cllr Tomlinson asked what price the second vehicle had been sold for. The Ground Maintenance Manager responded £200.

RESOLVED

To refund £100 to the Grounds Maintenance Manager so that the same price was paid for both vehicles.

- (iii) Members noted that an insurance claim regarding the damaged streetlamp had been submitted. The Clerk updated the committee stating that the claim had now been paid. The Clerk added that a new claim had been received from a resident regarding damage to car whilst driving past Grounds Team whilst cutting the hedge. The Grounds Maintenance Manager reported full details. Members discussed further.

RESOLVED

As Grounds Team had followed correct procedures putting up signage it was agreed to offer £25 as a goodwill gesture.

26 SWINDON BOROUGH COUNCIL PARISH ISSUES

As stated at the beginning of the meeting Cllr Heyes explained that parishes had different agreements with SBC and the customer services team were confused and passing the wrong information to residents about who is responsible for issues that need actioning e.g., fly tipping and tree maintenance. The Clerk said she had seen a drop in resident enquiries but the Ground Maintenance Manager reported that he was still having issues with fly tipping. It was agreed for Cllrs Tomlinson and Heyes to go back to SBC to resolve.

27 LAND AT REDHOUSE

In the absence of Daniel Adams who requested this item be added to the agenda members discussed the pathway on recently purchased land at Redhouse by Redhouse Community Centre. It was agreed for the Grounds Maintenance Manager to inspect the path and report back to the next meeting.

28 LITTER PICK VOLUNTEERS

Members discussed correspondence received from local litter pick volunteers regarding request for equipment along with report from Clerk. Members did not agree and requested further information on costs of equipment. The committee also discussed Government guidance with regards to the current pandemic.

RESOLVED

To not support any litter picks and request that volunteers pause any organised litter picking events until further notice. If individuals carry on then parish council suggests this is done in line with the latest government guidance, always maintaining social distancing.

The meeting closed at 8:49pm

Chairman _____

Date _____