

Highworth



Town Council

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www.highworthtowncouncil.gov.uk

E&L.23

MINUTES OF THE FULL COUNCIL (ENVIRONMENT & LEISURE MEETING) 2 FEBRUARY 2021

PRESENT

Councillor: K Saunders (In the Chair)

Councillors: (Mrs) K Barber
A Bishop
(Mrs) J Bishop
G Evans
N Gardiner
(Miss) J Murphy
P Newton-Smith
G Olley
(Mrs) M Penny
K Smith
(Mrs) L Vardy
S Weisinger
R Williams
S Wolfensohn

IN ATTENDANCE

Five Members of the Public

APOLOGIES

71. None.



Highworth is a Fair Trade Town



Twinned with Wassenberg



Twinned with Pontorson

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DECLARATIONS OF INTEREST

72. None.

PUBLIC QUESTION TIME

73. None.

CORRESPONDENCE

74. a. The Assistant Town Clerk informed Councillors she has been contacted by the Health & Safety Executive, following a comprehensive telephone interview they confirmed they are satisfied Highworth Town Council is COVID secure.

MINUTES OF MEETING

75. **RESOLVED THAT THE MINUTES OF THE FULL COUNCIL ENVIRONMENT & LEISURE MEETING (E&L) HELD ON 5 JANUARY 2021 BE ADOPTED AND SIGNED.** The Minutes were adopted and to be duly signed.

MATTERS ARISING

76. Item 63 Wildflower Areas: The Office is awaiting information from Swindon Borough Council (SBC).

SAFETY OF ST MICHAELS AVENUE

77. Councillor N Gardiner presented to Highworth Town Council (HTC) a Crossing Review Report that was carried out in 2017 by SBC and published in 2018. Pages 17 & 18 of the Report relate specifically to the Safety of St Michaels Avenue, Highworth. Councillors queried the data in the Report and offered their time to assist with future data collection.

Following a severe accident in 2020 several Councillors have been contacted by Members of the Public and Westrop Primary School regarding the safety along St Michaels Avenue stretch of Road. The Road is not only used by children but also families and elderly people accessing the Shops, Doctors Surgery and Bus Service. This item is to be a future Agenda item on Full Council with a Resolution to request SBC to re-assess St Michaels Avenue for immediate consideration to install a crossing.

Councillor (Mrs) M Penny in her capacity as Cabinet Member for Highways at SBC requested accident data covering the previous 10 years for St Michaels Avenue stretch of Road. This data reports 6 accidents in total, 3 slight injury collisions along St Michaels Avenue, 2 slight collisions and 1 serious collision at the St Michaels Avenue junction. Councillor (Mrs) M Penny is neither for or against installing safety measures along St Michaels Avenue.

Every year Borough Councillors: (Mrs) M Penny, S Weisinger and A Bishop request safety measures for St Michaels Avenue.

Councillor (Mrs) M Penny reported a School Safety Environment Zone (SSEZ) programme, to deliver road safety and congestion improvements for schools across Swindon. The project is coming to the end of the first year. An annual budget of £100,000.00 was approved by Cabinet for the next 5 years to make safety improvements to school areas, however there is a strict selection criteria.

SUSTAINABLE HIGHWORTH WORKING REPORT (SHWG)

78. a. The wildflower 'grow your own' seed packets are completed and ready to be given out. These will be available for free (1 per household) at Highworth Saturday Market during lockdown. The project will be run as a competition and participants will be encouraged to take photos of their garden, patches or window box displays and submit them to the SHWG Website, the winner will be decided later in the year.
- b. Councillors noted the SHWG Minutes dated 13 January 2021 previously circulated to all Councillors.
- c. The SHWG Website is now live and can be accessed at www.sustainablehighworth.co.uk

A FACEBOOK PAGE FOR SUSTAINABLE HIGHWORTH

79. This Agenda item was withdrawn.

REPORT ON THE REC TRACTOR

80. Health & Safety issues have been identified with the Massey Ferguson Tractor, it is not possible for all of the issues identified to be rectified with modification. The machine is vintage at over 50 years old, Councillors requested the Acting Town Clerk to investigate the option of updating the machinery to ensure Health & Safety Regulations are met and to streamline the service. A Report identifying the Recommendation is to be an Agenda item at the next Full Council Meeting.

MEMBERS' BUSINESS

81. Councillor G Evans: He expressed his thanks to Ridgeway Structures for the work completed on securing the 'Tommy' on the Podium.

EXCLUSION OF PUBLIC AND PRESS

82. Resolved by Councillor K Smith and Seconded by Councillor A Bishop to exclude Members of the Public and the Press from Agenda items 13 and 14 as it is likely to disclose personal information.

ALLOTMENTS

83. The Acting Town Clerk previously circulated an email received from SBC in relation to S106 monies.

A formal definition of the early process of S106 in terms of Planning is to be requested by the Acting Town Clerk. Councillors are concerned that they are being asked about S106 monies

when Planning Applications have not yet been approved. At what point should HTC be discussing S106 and, if S106 monies are discussed how does this affect the view of being against the application.

Clarification is to be sought by the Acting Town Clerk in relation to the £157,000.00 specified for Allotments and £130,000.00 specified for Sports Pitches. It is unclear if a detailed breakdown of money allocation is required. Councillor (Mrs) M Penny is Meeting with Richard Bell, SBC and will request clarification.

Allotment provision will be an Agenda item on the next Full Council Meeting.

UPDATE FROM STAFFING COMMITTEE

84. Resolved by Councillor K Smith and Seconded by Councillor R Williams to accept the draft Town Clerk Recruitment Pack and to use South West Councils to support the recruitment process. Councillors unanimously agreed.

Meeting closed at 8:45pm

Action Points

- The safety of St Michaels Avenue is to be a future Agenda item on Full Council, with a Resolution requesting SBC to re-assess St Michaels Avenue for immediate consideration to install a crossing.
- The Acting Town Clerk is to investigate the options of updating the Machinery to allow for more efficient use of manpower and to submit a report including proposals on the next Full Council Meeting.
- A formal definition of the early process of S106 in terms of planning is to be requested by the Acting Town Clerk. Clarification is to be sought in relation to the £157,000.00 specified for Allotments and £130,000.00 specified for Sports Pitches.
- Councillor (Mrs) M Penny is Meeting with Richard Bell, SBC and will request clarification on S106, Planning matters.
- Allotment provision will be an Agenda item on the next Full Council Meeting.