

DRAFT VERSION

NYTHE, ELDENE & LIDEN PARISH COUNCIL

PARISH COUNCIL MEETING

**Minutes of the meeting held on 12th September 2023 at 6.30pm
In Liden Library**

Present Cllr K Parry (Chair)
Cllr D Bell
Cllr Z Hawson
Cllr M Davies
Cllr B Solomon
Cllr G Stubbs

Officers Ms Emma Hill (Parish Clerk & Responsible Finance Officer)

Public Seven in attendance.

823 Apologies
Cllr M Vallender. No apologies from Cllr C Flux, Cllr G Perkins

824 Declarations of Interest & Application for Dispensations.
Cllr David Bell, Cllr Bazil Solomon declared members of the Library Trust.

825 Minutes of the Previous Meeting
It was **RESOLVED** unanimously that the minutes of the Parish Council Meeting held on the 18th of July 2023 were approved as a correct record.

826 Public Questions, Comments or Representations
Two members of public raised questions:

1 Why is there no public question time after the meeting and how could questions be asked on the agenda of that meeting. Chairman Kevin Parry explained that the agenda is put up a week in advance on the notice boards and the Parish Council website, and the public question time is when any questions to the agenda items can be answered.

2. What was the attendance for the BEST youth scheme for the summer holidays. Chairman Kevin Parry explained that as the summer holidays had recently ended, we had not received that information directly from BEST. The clerk would be obtaining this information alongside a breakdown of the areas the attendees are coming from within Swindon.

827 Schedule of Payments
It was **RESOLVED** unanimously that the Schedule of Payments be approved for July 2023 eleven payments totalling (£19,233.72) and for August 2023 fourteen payments totalling (£22,233.86)

828 Bank Reconciliations and Accounts
The Clerk submitted Bank Reconciliation and Accounts for up to 31st August 2023, a copy of which appears as August 2023 in the folder for 2023/2024.
It was **RESOLVED** unanimously that the Bank Reconciliation and Accounts be approved.

829 Community Neighbourhood Policing Team
Non-Attendance

830 Allotment Provision

Chairman Kevin Parry advised that a meeting was held on 15th of August at Liden Library to discuss the allotments and the Covingham Parish Council proposal.

NEL Allotments stated that there was a waiting list and a need for more allotments.

It was stated that another allotment on the site would increase the need for a one-way system (in and out). This could be done creating another opening.

The site could accommodate a further 60 plots. The cost would be around £15,000 to £20,000. There would be a further cost for the in/out system.

There were four options discussed:

1. Agree to Covingham Parish Council proposal.
2. Fund NEL Allotments to create a further 60 plots and for them to run the allotments under the existing lease
3. Fund the Allotments and run it under the NEL Parish Council with a lease agreement with plot holders - – Residents from NEL will have priority over non residents
4. Do nothing.

Following discussions, the following was agreed:

1. We currently have £80,000 ring-fenced for allotments. It was agreed to recommend that we thank Covingham Parish Council for its proposal but for now, decline it.
2. We then offer NEL Allotments £30,000 to create 60 plots and create the in/out system in the car park. This would have to be agreed by the NEL Allotments committee. This would be the preferred choice. However, if this is turned down by NEL Allotments, we would seek to do option 3.

The current rules allow Covingham residents and others to have plots and the same rules would apply.

The remaining £50,000 would be able to go towards further allotments at Eldene Centre as previously discussed.

It was recommended that we thank Covingham Parish Council for its proposal but for now, decline it. The Parish has offered NEL Allotments £30,000 to create 60 plots and create the in/out system in the car park. If NEL Allotments were to decline this offer, the parish would seek to go with option 3. Being For NEL PC to fund the allotments and run it under NEL Parish Council with a lease agreement with plot holders giving residents from NEL priority over non-residents.

The Council voted five in favour and one councillor abstained from the vote.

831 Councillor Allowances

Resolved – That there were no significant recent or future changes to warrant a review of the Scheme of Councillor Allowances for the 2023/2024 Municipal Year.

832 Parish Weed Control

Item deferred to October's meeting, Clerk waiting for contractor quote.

833 Tender Process

Report/recommend to Parish Council meeting

The council reviewed the Tender Report provided by the Clerk, out of six companies who submitted the Tender document, four did not have the capacity to take on the contract, two sealed bids were received, these were opened in the presence of Vice Chair David Bell.

Information as below:

- (i) Company: IdVerde
Quote for 2024-2025 - £239,767 per annum
Ad hoc hourly Rate 2024-2025 - £36.35
- (ii) Company: All Build
Quote for 2024-2025 - £181,584 per annum
Ad hoc hourly Rate 2024-2025 - £27.00

The Council looked at how the quotes would impact the precept for 2024/2025 and the decision was made to award the contract to All Build.

The Council voted five in favour and one councillor abstained from the vote.

As per the tender procurement timetable the council had until the 10th of October 2024 to make a final decision.

The contract will be officially awarded on the 24th of October 2023. The contract will commence from the 1st of April 2024. The Clerk will provide any updates relating to this process at the next Parish Council meeting on the 10th of October 2023.

834 Annual Governance and Accountability Return 2022/2023

Item deferred to October's meeting, Clerk waiting to receive the AGAR for 2022/2023 from the external auditor.

835 GDPR/Data Protection Policy Review

The council reviewed the GDPR/ Data Protection Policy, no amendments were made.

836 Sold/Unadopted Land (Eldene & Liden)

The Clerk approached the London Auction House and requested the contact details for the buyers of the land sold in Eldene and Liden. The London Auction house responded that due to GDPR they could not provide this information, however they would pass the clerks email onto the buyers. The clerk to date has not received any communication. The Clerk will now check Land Registry for the details when added and will update the council accordingly.

837 Clerk Update

The Clerk updated the council on the Knife amnesty bin recently fitted to the side of Liden Library, the clerk advised the council that the police has supplied the box and would be reimbursing the Parish for the cost of the fitting of £100 net cost.

The Clerk updated the council regarding the new finance system called Scribe now being used for the new financial year 2023/2024. The new software uses standardised governance templates that conforms to industry standards and is fully supported by the supplier to prevent inaccuracies and eliminating mistakes.

The software will auto generate the figures for internal and external audits. The clerk purchased the package which included a one off set up fee of £719 net cost and an ongoing yearly subscription fee of £900 net cost. The clerk has permission to make purchases up to £1,000 as per the NEL Parish Council Financial Regulations 4.a (Budgetary Control and Authority to Spend)

838 Granted Planning Permission

Permission granted for a conversion of garage into habitable room, at 103 Overbrook, Eldene, Swindon, SN3 6AT.

Permission granted for the erection of a detached outbuilding, at 5 Okebourne Park, Liden, Swindon, SN3 6AH.

Prior approval application granted for a 12m street works pole and associated infrastructure, at verge at Dorcan Way, Covingham, Swindon, SN3 5AQ.

Permission granted for the erection of car valet pod within car park and associated works, including fencing and double canopy, at Morrisons, Doran Way Centre, Dorcan Way, Swindon.

Grant Advertisement Consent given for display of hoardings and fascia signs at, Morrisons, Doran Way Centre, Dorcan Way, Swindon.

Permission granted for the replacement of the existing mobile MRI lorry with a relocatable/removeable MRI cabin to the rear car parking area, at Eastcott Veterinary Hospital, Edison Park, Hindle Way, Dorcan, Swindon.

839 Refusal of Planning Permission

No new refusals to note.

840 Planning Committee

July Planning Committee minutes to be added to October’s agenda, clerk to circulate to councillors prior to this meeting.

841 Date of Next Meeting

Tuesday 10th October 2023 – Location – Liden Library

The meeting closed at 19.20pm

Signed

Date.....

Chair of the Council