



ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY
Telephone: 07900 631 733 Email: clerk@standrews-pc.gov.uk
www.standrews-pc.gov.uk

Parish Councillors are summoned to attend the Meeting of St Andrews Parish Council Grounds Maintenance Committee which will be held at Redhouse Community Centre, Frankel Avenue on Wednesday 21st June 2023 at 7:30pm

Miss Emma Sylvester
Parish Clerk to the Council
14th June 2023

Members of this Committee are:

Councillors D Adams, J Chandler, S Heyes, S MacDonald, P West, B Williams and V Williams (Chairman)

Members of Public and Press are welcome. Please contact the Clerk if you wish to attend.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence

2. DECLARATION OF INTERESTS

3. MINUTES

To receive and approve the minutes of the last meeting held on 25th January 2023

4. PUBLIC RECESS

Members of the public are invited to make representations to St Andrews Parish Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act 1960

5. OPEN SPACES

- (i) To receive and review 'Open Space issues' spreadsheet
- (ii) Members to consider attached 'No Mow May' report

6. VEHICLE/MACHINERY

- (i) To review parish council vehicles and machinery
- (ii) To receive update from Grounds Maintenance Manager regarding new jet wash attachment.

7. BINS

- (i) To discuss responses received from consultation regarding bin at Abbotsbury Way and agree next steps



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- (ii) To consider attached report regarding installing a bin and bench at Vaughan Williams Way

8. NATURE TRAIL

- (i) Cllr Jake Chandler to report on Nature Trail project which has been referred to Ground Maintenance Committee from Play Areas Committee
- (ii) To agree next steps

9. WILDFLOWER AREAS

- (i) To discuss request received from resident to wildflower bank at Viking Close
- (ii) Members to discuss all wildflower areas, pollinator pathways and rewilding areas in the parish.

10. WORK EXPERIENCE

Grounds Maintenance Manager to report

11. POLICIES, PROCEDURES AND RISK ASSESSMENTS

To approve the following policies, procedures and risk assessments:

Grass Maintenance Policy
Hedge and Shrub Policy
Nesting Birds Check List
Street Cleaning Policy
Bin Installation Procedure and Risk Assessment
Chainsaw Procedure and Risk Assessment
Ride On Procedure
Shrub Cutting Procedure
Side Arm Flail Procedure
Strimming Procedure
Jet Washing Procedure and Risk Assessment
Painting Risk Assessment
Planting Risk Assessment
Use of Powered Hand Tools Risk Assessment

12. SHRUBS AND HEDGES

- (i) Grounds Maintenance Manager to report on issue with hedge at Joyce Close
- (ii) Members to approve attached consultation letter to residents

13. TREES

Members to consider responses received from the Trees for Climate consultation and to agree next steps

14. PARKING

Cllr Heyes to report on parking on verges. Members to discuss.

15. DEPOT (Standing Item)

Cllr V Williams to update