



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 13th September 2023 at 7:30pm

Miss Emma Sylvester
Parish Clerk to the Council
7th September 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 21st June 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. ELECT A VICE CHAIRMAN**
To elect a Vice Chairman
- 6. CORRESPONDENCE**
To receive and discuss attached correspondence from resident regarding rewilding the parish
- 7. OPEN SPACES**
To receive and review 'Open Space issues' spreadsheet
- 8. VEHICLE/MACHINERY**
 - (i) To note parish council vehicles and machinery lease end dates
 - (ii) To discuss purchasing vehicles or machinery at the end of lease.
 - (iii) To discuss brief to be used for tender documents.



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9. POLICIES, PROCEDURES AND RISK ASSESSMENTS

To approve the following procedures and risk assessments:

Ride on Procedure

Shrub and Hedge Cutting Procedure and Risk Assessment

Side Arm Flail Procedure

Strimming Procedure

Wood Chipper Procedure and Risk Assessment

Mowing Equipment Deck Maintenance Procedure and Risk Assessment

10. SHRUBS AND HEDGES

(i) Grounds Maintenance Manager to report on responses following consultation regarding hedge cutting at Joyce Close. Members to agree next steps.

(ii) Members to consider attached report regarding Elstree Way.

11. TREES FOR CLIMATE

To receive an update on trees, including contractor for planting.

12. BOLLARDS TO PREVENT VERGE PARKING

Members to note attached correspondence received from Swindon Borough Council regarding bollards on verge and discuss.

13. DEPOT (Standing Item)

Cllr V Williams to update

14. BUDGET

Members to receive attached accounting reports for Ground Maintenance and to discuss requirements for 2024/25

15. ROAD SWEEPING AND VERGE CUTTING

To receive and discuss attached correspondence from Swindon Borough Council on road sweeping and verge cutting services they will provide

16. FIELD BOUNDARIES

To discuss attached report on not cutting a tractor width around open spaces