



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 22nd November 2023 at 7:30pm

Miss Emma Sylvester
Parish Clerk to the Council
15th November 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 13th September 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) To discuss issues of overflowing bins
- 6. VEHICLE/MACHINERY**
To discuss tender briefs required for new machinery and vehicles.
- 7. POLICIES, PROCEEDURES AND RISK ASSESSMENTS**
 - (i) To approve the following procedures and risk assessments:
 - Needle Collection Risk Assessment
 - Play Inspection Risk Assessment
 - Ride-On Mower Risk Assessment
 - Side Arm Risk Assessment
 - Strimming Risk Assessment

- (ii) Grounds Maintenance Manager to report on alternative PPE for Grounds workers and members to consider purchasing new PPE.

8. SHRUBS AND HEDGES

- (i) Grounds Maintenance Manager to report on costs associated with Elstree Way and decisions made by Swindon Borough Council and Haydon Wick Parish Council.
- (ii) To discuss maintenance of shrubs on Salzgitter Road. Cllr Daniel Adams to report.

9. TREES FOR CLIMATE

- (i) To note that Full Council approved the Trees For Climate Application
- (ii) To receive an update on progress of application.

10. DEPOT (Standing Item)

Cllr V Williams to update

11. BUDGET

Members to receive attached accounting reports for 6 months up to 30th September 2023 and to discuss budget requirements for 2024/25