



ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2NJ
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Parish Councillors are summoned to attend the Meeting of St Andrews Parish Council which will be held at Redhouse Community Centre on Wednesday 15th April 2026 at 7:00 pm

Emma Sylvester

**Emma Sylvester
Chief Executive Officer
8th April 2026**

Presentation/Public Question Time

Members of the public are invited to make representation before St Andrews Parish Council on any matters relating to this agenda. Public Bodies (Admission to Meetings) Act 1960. If you wish to attend please contact the parish office.

AGENDA

1. APOLOGIES FOR ABSENCE

Members will be asked to receive apologies and approve reasons for absence given by councillors.

2. DECLARATION OF INTERESTS

- (i) To receive Declarations of Interest in accordance with the Code of Conduct adopted by this council. Members are reminded that it is their personal responsibility to make sure their Register of Interest contains up to date information.
- (ii) To receive written requests for dispensations for declarable interests (if any)
- (iii) To grant any requests for dispensation as appropriate

3. MINUTES

Members to receive and approve the minutes of the last meeting held on 4th March 2026

4. CHAIRMAN'S ANNOUNCEMENTS (FOR INFORMATION ONLY)

Members to receive announcements

5. PARISH COUNCILLOR REPORTS (FOR INFORMATION ONLY)

To receive updates on any meetings/events attended by Members as representatives of the Parish Council and future dates for the diary. For information only

6. CLERK'S REPORT (FOR INFORMATION ONLY)

To receive a report from the Clerk on any matters arising from previous minutes, meetings attended by officers and future dates for the diary. For information only.

7. GROUNDS VEHICLES

- (i) Operations Manager to update members regarding contract for 4 x 4 and members to consider recommendation from Tender Evaluation Panel
- (ii) To consider and agree the recommendation from the Tender Evaluation Panel for the lease of 1 x electric panel van



- 8. TREES FOR CLIMATE**
To consider report from Operations Manager (to follow)
- 9. PAYMENTS**
To note attached payments for February 2026.
- 10. ASSET REGISTER**
 - (i) Members to approve the Asset Register for 2025/26 (attached)
 - (ii) Members to adopt attached Asset Management Policy
- 11. AGAR EXTERNAL AUDITOR FEEDBACK**
To receive and consider attached feedback from the external auditor in relation to the Annual Governance and Accountability Return (AGAR) for 23/24 and 24/25 and agree any actions required.
- 12. EARMARKED RESERVES**
To consider the allocation and use of earmarked reserves for play area provision and training.
- 13. INSURANCE**
 - (i) To note that insurance will be renewed with Ecclesiastical at a cost of £5,439.45
 - (ii) To note that insurance would not cover wages or financial loss if there was a delay in receiving the precept as it is not material damage loss or damage to property or injury.
- 14. COMMITTEES**
To note the minutes from the following committee meetings (previously circulated).
Members are invited to raise any questions or seek clarification on the content of the minutes:
Planning Committee – 4th March 2026, 25th March 2026
Staffing – 25th March 2026
- 15. HEALTH AND SAFETY AUDIT**
To consider Health and Safety Audit report and recommendations (to follow)
- 16. EXCLUSION OF PRESS AND PUBLIC**
To RESOLVE that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting due to the confidential nature of the following business.
- 17. SUPPLIER INVOICE**
CEO to report on invoice from supplier and members to agree payment and any associated actions.
- 18. STAFFING**
To consider confidential staffing matters and agree:
 - (i) Temporary cover during periods of staff absence
 - (ii) Approval of attached Acting-Up Policy
- 19. COMMUNITY HERO AWARD**
To consider attached nominations for the Community Hero Award and agree the recipient.