

# ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY  
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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 14 March 2018 at 7.00pm**



Miss Emma Sylvester  
Parish Clerk to the Council  
6 March 2018

**Members of Public and Press are welcome.**

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive and agree to accept apologies for absence.

### 2. DECLARATION OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the St Andrews Parish Council Code of Conduct for Members and by the Localism Act 2011.

### 3. MINUTES

To receive and approve the Minutes of the Council meeting held on 14 February 2018 (attached).

### 4. CHAIRMANS ANNOUNCEMENT

To receive the Chairman's Announcement.

### 5. 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

### 6. PLANNING APPLICATIONS

To consider and comment on the below planning applications:

S/RES/18/0277

Re: Erection of 60 no. dwellings, associated landscaping and infrastructure – Reserved Matters from previous permission S/17/0239

At: Parcel 3.3/3.4, Tadpole Garden Village SN26 8DZ

S/18/0283

Re: Provision of 34 no. storage sheds and an open wooden shelter within Phase 1 allotments area,

At: Tadpole Garden Village – Phase 1 Allotments, Tadpole Lane SN26 8DZ

S/18/0246

Re: Remodelling of levels of open space and Primary School site (Retrospective)

At: Abbey Farm Site, Lady Lane, Swindon

### 7. HIGHDOWN WAY

To note that the Clerk is still in correspondence with Swindon Borough Council to obtain further information on a Section 142 Licence and permissions.

### 8. PLAY AREAS

(i) To consider taking over the play areas in the parish on a 99 year lease from Swindon Borough Council. (Draft agreement previously sent)

(ii) To approve quotation to remove moss from Play Areas Wallis Drive and Corbett Close (quotes attached)

(iii) To approve quotation received to repair surface damage in play areas (quotes attached)

## **9. PARISH WEBSITE**

To note that Cllrs Cole, Owen and the clerk met to discuss a new layout for the Parish Council website. Changes have been sent to the website designer and a response is awaited.

## **10. POLICIES**

To consider and approve the following policies (previously sent):

- (i) Discretions Policy
- (ii) Sickness and Absence Policy
- (iii) Grant Policy
- (iv) Lone Working Policy
- (v) Grievance Policy
- (vi) Discipline Policy
- (vii) Expenses Policy

## **11. TERMS OF REFERENCE**

- (i) To consider and approve Terms of Reference for Parish Council Committees and Working Groups (attached)
- (ii) To approve Terms of Reference for Redhouse Community Centre Transfer Working Group

## **12. RISK ASSESSMENT**

To consider and approve Risk Assessment (previously sent)

## **13. PARISH COUNCIL LOGO**

To consider having a logo designed for the Parish Council and receive quotes (attached)

## **14. PARISH COUNCIL EVENTS**

- (i) To formally set up an Events Committee, agreeing membership
- (ii) To discuss and agree Terms of Reference (draft attached)

## **15. NEIGHBOURHOOD WATCH**

To consider supporting a recently formed Neighbourhood Watch scheme in St Andrews Ridge by granting a sum of £340 to purchase "Neighbourhood Watch" stickers and posters that can be displayed around the community as a high profile deterrent against crime and anti-social behaviour activities. (Aims of group attached).

## **16. ABBEY LANE RIGHTS OF WAY DIVERSION**

To consider correspondence received from Swindon's Borough Council Rights of Way and Highway Information Manager and to make comment before 29<sup>th</sup> March 2018 (emailed 5<sup>th</sup> March)

## **17. SECTION 106 MONEY**

Chairman to report.

## **18. MANAGEMENT ACCOUNTS REPORTS**

To note management reports up to 28<sup>th</sup> February 2017. These accounts show detailed balance sheet and income and expenditure by budget heading.

## **19. ACCOUNTS FOR PAYMENT**

- (i) To approve payroll, direct payments and invoices to 28<sup>th</sup> February 2018.
- (ii) To ratify cost of newsletter printing for Issue 1 £180 and Issue 2 £150.

## **20. EXCLUSION OF PUBLIC AND PRESS**

In view of the fact that Publicity would prejudice the public interest by reason of the confidential nature arising out of the business to be transacted in accordance with LGA 1972, Sch 12, para 10(2) (b) and 26 (2) (b). Members of the Public and Press are asked to withdraw.

## **21. REDHOUSE COMMUNITY CENTRE**

To receive report from the Chairman