



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 Redhouse Community Centre Committee which will be held at Redhouse Community Centre, Frankel Avenue on Tuesday 18th December 2018 at 2.30pm

Miss Emma Sylvester
Parish Clerk to the Council
11th December 2018

Members of Public and Press are welcome.

AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
2. **DECLARATION OF INTERESTS**
3. **MINUTES**
To receive and approve minutes of the last meeting held on 19th November 2018 (attached)
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. **OVERVIEW OF CENTRE USAGE**
 - (i) To receive and discuss income and expenditure report (attached)
 - (ii) Centre Manager to report on usage of the hall and current gaps
 - (iii) To discuss current hirers fees
6. **BUDGET**
To discuss budget for 2019/20 and make recommendation to Full Council
7. **HIRER CONDITIONS**
To receive and discuss Term and Conditions and Key Information for Hirers (attached)
8. **BUILDINGS IMPROVEMENTS**
To discuss improvements to Centre Manager's office
9. **ALARM**
 - (i) To consider quote received for alarm in hut (attached)
 - (ii) To consider quotes received for an intercom for staff (attached)
10. **CLEANING**
Centre Manager to update on cleanliness of hall and members to consider quote for a deep clean (attached)