



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 Wednesday 31st July 2019 at 5:30pm

Miss Emma Sylvester
Parish Clerk to the Council
24th July 2019

Members of this Committee are:

Mary Friend, Paul Morris, Tim Owen, Vera Tomlinson and Vince Williams

Members of Public and Press are welcome.

AGENDA

1. **ELECT A CHAIRMAN**
To elect a Chairman
2. **ELECT A VICE CHAIRMAN**
To elect a Vice Chairman
3. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
4. **DECLARATION OF INTERESTS**
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. **MINUTES**
To approve the minutes of the meetings held on 27th February and 7th March (attached)
7. **OVERVIEW OF CENTRE USAGE**
 - (i) Centre Administrator to report on current bookings and usage of the hall
 - (ii) To receive management reports for April, May, June and July (not finalised) 2019 (attached)
 - (iii) To discuss complaint received at Full Council on 12th June from hirer regarding price increase and noticed received.
 - (iv) To consider request received from Glitterbugs to purchase screening around fence of outside area for security and privacy at a total cost of £387.94
 - (v) To discuss setting up charges for equipment hire. Centre Manager to report. (draft agreement attached)
8. **ELECTICITY**
To discuss electricity costs of centre and consider quotes received to change provider.
9. **POLICIES**
To review the following policies for adoption (attached):
COSHH
Emergency Action Plan
Children and Vulnerable Safeguarding Policy
Disabled Access Statement
Fire Safety Policy
10. **CENTRE IMPROVEMENTS**
Cllr Tomlinson to report.