



ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

Telephone: 07900 631 733 Email: clerk@standrews-pc.gov.uk

Parish Councillors are summoned to attend the Annual Meeting of St Andrews Parish Council which will be held at Redhouse Community Centre on Wednesday 19 May 2021 at 7.00pm

Miss Emma Sylvester
Parish Clerk to the Council
12 May 2021

Members of Public and Press are welcome. Coronavirus rules apply please speak to the Clerk if you have any questions.

AGENDA

1. ELECTION OF CHAIRMAN

The Clerk will have sought nominations for Chairman prior to the meeting and will have subsequently circulated details of nominees to members via email.

2. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The newly elected Chairman will read out and sign the Declaration of Acceptance of Office and deliver it to the Clerk.

3. ELECTION OF VICE-CHAIRMAN

The Clerk will have sought nominations for Vice-Chairman prior to the meeting and will have subsequently circulated details of nominees to members via email.

4. APOLOGIES FOR ABSENCE

To receive apologies for absence

5. DECLARATION OF ACCEPTANCE OF OFFICE FOR PARISH COUNCILLORS

Clerk to confirm that all Declarations of Acceptance of Office have been received as required by Local Government Act 1972.

6. DECLARATIONS OF INTEREST

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.

7. CHAIRMAN'S ANNOUNCEMENTS

To receive announcements from the Chairman.

8. MINUTES

To receive and approve the Minutes of the Council meeting held on 28 April 2021 (attached).

9. 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

10. STANDING ORDERS AND FINANCIAL REGULATIONS

- (i) Members to review and adopt Standing Orders dated May 2021 (attached)
- (ii) Members to review and adopt Financial Regulations dated May 2021 where changes to public procurement thresholds have been made to reflect the departure of the UK from the European Union (attached).

11. CODE OF CONDUCT

To review and adopt the Code of Conduct, which reflects that, adopted by Swindon Borough Council (attached).

12. GENERAL POWER OF COMPETENCE

Local councils in England were given a General Power of Competence in the Localism Act 2011, section 1-8. Councils no longer need to ask whether they have a specific power to act as this legislation gives eligible councils, 'the power to do anything that individuals generally may do', if their actions are lawful.

To be eligible councils must:

- Have two-thirds of the total number of councillors elected and not co-opted, and
- Employ a Clerk who possesses the recognised sector-specific qualifications.

St Andrews Parish Council fulfils the eligibility and therefore, it is proposed that the Council uses the GPC for the ensuing three-year term of office. **Members to agree.**

13. TERMS OF REFERENCE AND DELEGATION OF POWERS TO COMMITTEES 2020/21

Members to adopt Terms of Reference and Delegation of Powers to Committees 2020/21 dated May 2021 (attached).

14. COMMITTEES AND WORKING GROUPS

- To appoint members to all committees and working groups:
 - Planning Committee – five members
 - Redhouse Community Centre Committee – five members
 - Play Areas Committee – five members
 - Grounds Maintenance Committee – five members
 - Staffing Committee – five members
 - Depot Working Group – five members
- To agree date for next Depot meeting (Thursday 27th May at 11am?) and Staffing (Wednesday 23rd June at 7pm?)

15. SUBSCRIPTIONS

To consider annual subscriptions to NALC and WALC (£1616.00 + VAT)

16. BANKING AND ACCOUNTS

- To authorise Clerk to make BACS and direct debit payments as attached which will be reported to next appropriate council meeting.
- To appoint non-signatory councillor to do monthly finance checks

17. COMMUNITY AWARD

To consider setting up a community award scheme. Cllr Blake to report.

The meeting will be followed by the below meetings

Planning Committee

- To elect a Chairman

Redhouse Community Centre Committee

- To elect a Chairman

Play Areas Committee

- To elect a Chairman

Grounds Maintenance Committee

- To elect a Chairman

Staffing Committee

- To elect a Chairman

Depot Working Group

- To elect a Chairman