



# 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 18 May 2022 at 8.00pm**

Miss Emma Sylvester  
Parish Clerk to the Council  
11th May 2022

**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 Chairman will ask for nominations for the Office of Chairman for 2022/2023. The Chairman will put the nomination to the meeting, members will vote and the Chairman will declare the result.

### 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 newly elected Chairman will ask for nominations for Vice-Chairman. The Chairman will put the nomination to the meeting, members will vote and the Chairman will declare the result.

### 4. VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

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

### 5. APOLOGIES FOR ABSENCE

To receive apologies for absence

### 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 6 April 2022 (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 2022 (attached)
- (ii) Members to review and adopt Financial Regulations dated May 2022 (attached).

#### **11. CODE OF CONDUCT**

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

#### **12. TERMS OF REFERENCE AND DELEGATION OF POWERS TO COMMITTEES 2022/23**

Members to adopt Terms of Reference and Delegation of Powers to Committees 2022/23 dated May 2022 (attached).

#### **13. COMMITTEES AND WORKING GROUPS**

- (i) To appoint members to all committees and working groups:
  - a. Planning Committee – five members
  - b. Redhouse Community Centre Committee – five members
  - c. Play Areas Committee – five members
  - d. Grounds Maintenance Committee – five members
  - e. Staffing Committee – five members
  - f. Depot Working Group – five members
  - g. Youth Task Group – five members
- (ii) To approve attached calendar of meetings.

#### **14. SUBSCRIPTIONS**

To approve annual subscriptions to NALC and WALC

#### **15. BANKING AND ACCOUNTS**

- (i) To note attached March payments
- (ii) To note attached bank reconciliations for all ten cash books
- (iii) To authorise Clerk to make BACS and direct debit payments as attached which will be reported to the next appropriate council meeting.
- (iv) To appoint non-signatory councillor to do monthly finance checks

#### **16. PLAY AREA LEASES**

To reconsider previous resolution regarding play area leases and agree to take on the play park leases that do not exclude the trees. Cllr Heyes to report.

#### **17. YOUTH PROGRAMME**

To approve recommendation from Youth Task Group to run a summer programme of youth activities using funds from Youth Earmarked Reserves. Cllr Beyioku to report.

#### **18. TADPOLE GARDEN VILLAGE**

To discuss attached correspondence received from Preim regarding CCTV and inclusive play equipment at Tadpole Garden Village.

**The meeting will be followed by the below meetings**

#### **Planning Committee**

- 1. To elect a Chairman

#### **Redhouse Community Centre Committee**

- 1. To elect a Chairman

#### **Play Areas Committee**

- 1. To elect a Chairman

#### **Grounds Maintenance Committee**

- 1. To elect a Chairman

#### **Staffing Committee**

- 1. To elect a Chairman

#### **Depot Working Group**

- 1. To elect a Chairman

#### **Youth Task Group**

- 1. To elect a Chairman