



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 on Wednesday 16th March 2022 at 7:30pm

Miss Emma Sylvester
Parish Clerk to the Council
9th March 2022

Members of this Committee are:

Kola Beyioku, Mary Friend, Paul Morris (Chairman), Vera Tomlinson and Vince Williams

Members of Public and Press are welcome.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

3. 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

4. MINUTES

To approve the minutes of the last meetings held on 16th June 2021 (attached)

5. OVERVIEW OF CENTRE USAGE

- (i) Centre Manager to report on current bookings and usage of the hall (see attached)
- (ii) To receive income and expenditure up to February 2022 (see attached)
- (iii) To discuss new website address. Centre Manager to report

6. MAINTENANCE

- (i) To discuss attached quotes for decorating hall
- (ii) To discuss attached quotes received for new automatic front doors

7. UTILITY COSTS

To receive and discuss utility usage and costs (attached)

8. EXCLUSION OF PRESS AND PUBLIC

To RESOLVE that pursuant to the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

9. OUTSTANDING BALANCES

- (i) To discuss steps to take regarding attached outstanding balances from centre hirers.
- (ii) To consider changes to the Terms of Conditions regarding payments and credit for hirers.

10. CHARGES

- (i) To discuss centre hourly rates.
- (ii) To discuss bank charges

11. LEASE

To receive update on sub-lease from Clerk.

12. STAFFING

Centre Manager to update committee on staff