



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 7th December at 7:30pm

Miss Emma Sylvester
Parish Clerk to the Council
29th November 2022

Members of this Committee are:

Daniel Adams, 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 18th May and 14th June 2022 (attached)
5. **OVERVIEW OF CENTRE USAGE**
 - (i) Centre Manager to report on current bookings and usage of the hall
 - (ii) Members to receive attached utilities usage report
6. **MAINTENANCE**
To receive update on recent maintenance and repairs
7. **WARM PLACES**
To consider offering Redhouse Community Centre as a warm space using volunteers from Swindon Borough Council.
8. **POLICIES**
 - (i) Following a recommendation from Full Council, Members are requested to approve an amendment to the Debt Recovery policy which covers blacklisting non-paying hirers (attached)
 - (ii) Members to re-adopt the following Redhouse Community Centre attached policies:

- a) Disabled Access
- b) Safeguarding Children and Vulnerable Adults
- c) Manual Handling
- d) Emergency Action Plan
- e) Ex-offenders Policy
- f) First Aid Policy

9. ACCOUNTS AND EXPENDITURE

- (i) To receive current income and expenditure up to 31st October 2022
- (ii) Members to consider following reports from the Centre Manager
 - a) Broadband and Telephone
 - b) Sanitary and Nappy Service

10. BUDGET

- (i) Members to discuss budget requirements for 2023-24
- (ii) Members to discuss expected income for 2023-24 and hall hire charges

11. CLIMATE CHANGE

Members to discuss actions that Redhouse Community Centre could implement in the fight against climate. All recommendation to be passed to Grounds Maintenance committee. Please see attached costings from Centre Manager.

12. 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.

13. SUB LEASE

To discuss sub lease agreement. Cllr Tomlinson to report.