



# St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2NJ  
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## To Councillors:

**Jake Chandler (chairman), Daniel Adams, Kola Beyioku, Steve Heyes, Sue MacDonald, Paul Morris, Paul West, Vince Williams.**

You are summoned to attend a meeting of the **St Andrews Parish Council** at **Redhouse Community Centre, Frankel Avenue** on **Monday 10th February 2025** at **7.30pm** when the business set out in the following agenda will be transacted.

*Deborah Bourne*

**Deborah Bourne  
Locum Parish Clerk  
3<sup>rd</sup> February 2025**

**Members of Public and Press are welcome.**

Following the resignation in December of the chair to St Andrews Parish Council the vice chair will continue until the Annual Parish Council Meeting in May.

*(Local Government 1972 s15(7))*

## **Public Question Time**

Members of the Public are invited to make representations before St Andrews Parish Council on any matters relating to this agenda.

Public Bodies (Admission to Meetings) Act 1960.

Councillors Daniel Adams, Jake Chandler, and Jason Mills who represent the parish of St Andrews on Swindon Borough Council are invited to update the meeting on Swindon Borough Council matters.

The Chair will update members and public on any relevant parish business since the last meeting of the Council and remind members of upcoming events.

# AGENDA

## 1. Apologies for Absence

The Council is asked to note any apologies, and to accept reasons they consider to be appropriate.

## 2. Declaration of Interests

To receive Declarations of Interest in accordance with the Code of Conduct adopted by St Andrews Parish Council and by the Localism Act 2011.

Members are reminded that it is their personal responsibility to make sure the Register of Interests contains up to date information.

## 3. Minutes

To confirm and sign as a true record Minutes of the Full Council meeting held on Monday 13<sup>th</sup> January and the extra-ordinary meeting held on Wednesday 22<sup>nd</sup> January 2025.

## 4. Council Vehicles – Replacement

To receive a report from the Grounds Maintenance Manager about the replacement of Grounds Vehicles.

Appendix A

The Council will be asked to consider the recommendations in the report.

## 5. Co-Options

There are currently three casual vacancies on St Andrews Parish Council, due to the resignations of Cllrs Vera Tomlinson, Mary Friend, and Emma Faramarzi. The vacancy arising from Cllr Faramarzi's resignation is currently still being advertised according to the legislation; Electors of the Parish have until Tuesday 18 February to demand an election takes place. The vacancies arising from the resignation of Cllrs Vera Tomlinson and Mary Friend have now been returned to the Council for co-option because no election demand was made therefore members will be asked to co-opt two members at this meeting.

Five people expressed an interest in being co-opted onto the Council. Forms have been sent for them to declare they meet the qualifications needed to be co-opted. Members will be able to ask questions of the candidates if they wish prior to agreeing on the two people to co-opt.

The Council's instructions are sought.

- 6. Council Policies** Appendix B  
It has been noted that St Andrews Parish Council does not currently have a Harassment Policy. A draft policy is attached for members consideration and adoption.
- 7. Council Structure / Committee Membership** Appendix C  
To consider a report from the Locum Parish Clerk concerning the future structure of St Andrews Parish and the need for committees (or not) to help with the efficient organisation of the Council.
- 8. Meetings Calendar** Appendix D  
Members will be asked to consider and adopt the attached calendar of meetings for the remainder of this civic year and the first quarter of the ensuing year.
- 9. Date of Next Meeting**  
The date of the next full council meeting will be Monday 10<sup>th</sup> March 2025 at 7.30pm.