



St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2NJ
Telephone: 07900 631 733 Email: clerk@standrews-pc.gov.uk

To Councillors:

**Daniel Adams, Kola Beyioku, Jake Chandler, Emma Faramarzi,
Steve Heyes, Sue MacDonald, Paul Morris, Paul West.**

You are summoned to attend a meeting of the **St Andrews Parish Council** at **Redhouse Community Centre, Frankel Avenue** on **Monday 13th January 2025** at **7.30pm** when the business set out in the following agenda will be transacted.

Deborah Bourne

**Deborah Bourne
Locum Parish Clerk
7th January 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.

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

The Chair will update members 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.

The Council is reminded that there is one vacancy that must be filled by co-option and two vacancies being offered to electors of the parish. The closing date for request of an election is 15 January 2025.

Rule 5(2) of The Local Elections (Parishes and Communities) (England and Wales) Rules, 2006.

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 9th December 2024.

4. Annual Estimates of Income and Expenditure

Appendix A

Councillors are advised that the effect of section 106 of the Local Government Finance Act 1992 is that if, when considering budgetary items, any Councillor is in arrears for more than two months with his/her Council Tax, he/she must declare that section 106 of the Local Government Finance Act 1992 applies and neither speak nor vote on the matter before Council. Failure to observe this renders the Councillor liable for prosecution by the Director of Public Prosecutions.

It is the responsibility of the Parish Council to levy a precept on Swindon Borough Council to cover its costs for the following financial year; this levy can only be demanded once in any year. Swindon Borough Council is the charging authority and will collect this on behalf of the Parish Council. Swindon Borough Council have requested the precept levy for 2025/6 be set by end January for inclusion within their budget cycles. In order for a precept to be levied the Council must first set a budget; details of the draft budget are attached. The Council will be asked to consider its budgetary requirements for 2025/6 and then decide on the precept it wishes to levy. It should also be noted that there will not be a cap on increases

to Parish Council taxes for the 2025/6 year; the Government understands that Local Councils will need extra money during the devolution processes.

Members will find attached a summary of the proposed budget, more detailed notes will be sent separately.

The Council will be asked to discuss this budget and vote on any amendments they consider necessary. The decisions made under this agenda heading will be used to send a precept demand to Swindon Borough Council as the collecting authority for this tax.

5. Setting of Precept demand

The Council will be asked to confirm its requirements for 2025/26 and to authorise a precept demand be sent to Swindon Borough Council.

6. Licence to Occupy SBC Depot, Waterside Park

The licence allowing St Andrews Parish Council to use part of the Swindon Borough Council Depot at Cheney Manor has not been signed for this financial year.

It has been noted that although no licence had been agreed for 2024/25, St Andrews vehicles have been parked on site and grounds staff have been using the facility daily. The e-mail trail and draft licence can be viewed [from here](#).

The Council's instructions are sought.

7. New Year New Tree Project

A tree planting session has been arranged for Saturday 23rd January between 10am and 2pm.

This is a community event with residents being asked to volunteer to plant trees at Groundwell West open space. It is not clear how much oversight should be given by staff members for this project.

The Council's instructions are sought.

8. Date of Next Meeting

The date of the next full council meeting will be Monday 13 February 2025 at 7.30pm.