

St Andrews Parish Council

Minutes of the Full Council Meeting
Held on Wednesday 12th June 2019 at 7:00pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Daniel Adams, Jean Blake, Tim Owen, Derek Ricketts, Vera Tomlinson, Vince Williams, Kevin Woods and Melanie Woods
Officer Present: Emma Sylvester
Public Present: 8

UPLANDS SCHOOL

The chairman presented a cheque of £500 to the headteacher of Uplands School which had been raised for the Chairman's chosen charity. The headteacher thanked the Parish Council explaining that the money was gratefully received and would be used towards offering extra activities to children during activities week in July.

21. APOLOGIES

Apologies were received from Mary Friend.

22. DECLARATIONS OF INTERESTS

None

23. MINUTES OF THE COUNCIL MEETING HELD ON 8 MAY 2019

RESOLVED That the Minutes be approved as a true record and signed by the Chairman.

24. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported:

- (i) Funds were in place to purchase land at Redhouse and explained that it would be used for open space and car parking.
- (ii) Plans had been received for an extension to Redhouse Community Centre however the Parish Council needed to look into funding.
- (iii) Opportunities had arisen for funding towards electric car charging points and the Parish Council would research this further.

25. PUBLIC RECESS

A resident who uses Redhouse Community Centre asked the Parish Council to explain the reasoning for an increase in the hourly hire rate and the short notice given for the increase. Cllr Tomlinson replied that the standard hourly rate had not increased there had just been a change to the discounts for regular hirers and residents due to increased operational costs. Cllr Tomlinson added that it was not possible to check the length of notice given at the meeting but it was believed to have been two months. It was agreed to discuss this at the next Redhouse Community Centre Committee meeting.

A resident from Redhouse asked when enforcement would begin on Redhouse Way. Cllr Tomlinson responded that she believed enforcement would begin a month after the whole new system had been installed.

A resident from Redhouse asked if passing points would be implemented on Redhouse Way. Cllr Tomlinson responded that there would be a further consultation once the new system had been in place for a few months. Cllr Adams added that bollards were currently being installed to stop cars parking on the pavement.

26. COUNCILLOR CO-OPTION

The Chairman thanked the five people who showed interest in the two councillor vacancies and invited each one to make a small presentation to the parish council.

Presentations were received from Steve Ball, Rob Basford, Paul Morris, Steven Pipe and John Walsh.

RESOLVED To discuss the candidates in private session at the end of the meeting.

27. INTERNAL AUDIT REPORT

- (i) Members considered and noted the report from the Internal Auditor
- (ii) **RESOLVED** to approve the Organisational Structure as details in the attached document in the minute book.

28. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

- (i) **RESOLVED** to approve the annual governance statement in respect of the 2018/19 financial year (section 1)
- (ii) **RESOLVED** to approve the accounting statements in respect of the 2018/19 financial year (section 2)

29. MINUTES OF COMMITTEES

The following minutes were noted:

Staffing Committee – 8th April 2019

Play Areas and Open Spaces Committee – 14th May 2019

Planning Committee – 22nd May 2019

Finance Committee – 30th May 2019

30. COMMITTEE MEMBERSHIP

It was agreed to defer this item until the next meeting.

31. GROUNDSMAN EQUIPMENT

Members considered request from Groundsman for equipment for weed killing and grounds maintenance.

RESOLVED To approve purchase of equipment at a cost of £1648.16 with funds from General Reserves

32. COMMUNICATIONS

- (i) Members discussed Social Media Policy and **RESOLVED** to approve as details in documents attached in the Minute book.
- (ii) **RESOLVED** to move this item to the end of the agenda to be discussed under private business.

33. YOUTH

Members discussed youth projects in the parish.

RESOLVED to set up a meeting with police and SBC representative. All Councillors to be invited.

34. ACCOUNTS

- (i) **RESOLVED** to approve payroll, direct payments and invoices for April 2019 totalling £61,539.89 and May 2019 2019 totalling £22,776.24 as detailed in documents attached in the Minute Book.
- (ii) **RESOLVED** to defer appointing a councillor to examine the accounts until the next meeting.

35. HIGHDOWN WAY REFURBISHMENT

Members discussed holding an official opening for Highdown Way once the refurbishment had been completed.

RESOLVED

To hold the even on Saturday 13th July 2019 at 10:30 with the local MP Justin Tomlinson officially opening the play area.

To request 100 goodie bags from Wicksteed.

To authorise a budget of £1000 and details to be arranged by Cllrs Tomlinson, Williams, Blake and Ricketts.

36. **Members resolved to exclude members of the public in the view of the confidential nature of the business about to be transacted; the reason being Commercially Sensitive.**
37. **PLAY AREA LEASE**
Members discussed appointing a solicitor to assist with the play lease.
RESOLVED
To defer this item to the next meeting.
38. **Members resolved to extend standing orders to complete the business on the agenda.**
39. **LIBRARY INVOICE**
The Clerk reported that she had received an incorrect invoice from a supplier and after several attempts to ask the supplier to correct this had not happened. Members agreed to set up a meeting with Swindon Borough Council to ask for assistance.
40. **COMMUNICATIONS**
Cllr Adams put a proposal to members regarding posting monthly parish council news on social media. Two videos were played. Members agreed this was a great idea and thanked Cllr Adams for the hard work he had done.
RESOLVED that once new councillors had been co-opted to the council to set up a team to put together news update videos.
41. **COUNCILLOR CO-OPTION**
Members discussed presentations from candidates.
RESOLVED to ask Paul Morris and Steven Pipe to join the parish council.

The meeting closed at 10:00pm.

Chairman _____

Date _____