

St Andrews Parish Council

DRAFT Minutes of the Full Council Meeting
Held on Wednesday 15th November 2019 at 7:00pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Jean Blake, Mary Friend, Steve Heyes, Paul Morris, Tim Owen, Fran Quarterman, Steven Pipe and Vera Tomlinson
Officer Present: Emma Sylvester
Public Present: None

96. APOLOGIES

Daniel Adams, Derek Ricketts, Vince Williams

97. DECLARATIONS OF INTERESTS

None

98. MINUTES RESOLVED

To accept and sign the minutes of the last meetings held on 9th October 2019 as a true record.

99. CHAIRMAN'S ANNOUNCEMENTS

- (i) The Chairman, Cllr Vera Tomlinson, announced that she would be resigning from the Parish Council Planning Committee due to also being a member of Swindon Borough Council's and being on the parish council Planning Committee could be seen as predetermination.
- (ii) The Chairman thanked Cllr Quarterman for organising the replanting of flower beds outside Redhouse Community Centre along with Cllr Adams, Cllr Williams and the Clerk for assisting.

100. PUBLIC RECESS

No public present

101. PLANNING APPLICATION

Members discussed one planning application:

RESOLVED

S/HOU/19/1544

81 Thornhill Drive, St Andrews Ridge

Erection of a single storey rear extension

No objections

102. MINUTES OF COMMITTEES

The following minutes of the following meetings were noted and no questions were raised:

Redhouse Community Centre – 15th October 2019

Finance Committee – 24th October 2019

103. REDHOUSE COMMUNITY CENTRE

- (i) The Chairman reported that two guide quotes had been received for a front extension to Redhouse Community Centre that were over the £25,000 threshold in Standing Orders meaning that the council must put out an invitation to tender.

RESOLVED

To set up a working group to prepare Request for Quotation documents. Membership of group would be Paul Morris, Tim Owen, Vera Tomlinson and Steven Pipe
Clerk to set up a meeting in January 2020

- (ii) Members considered recommendation from Redhouse Community Centre Committee to agree a solution to the present car parking issues when spaces were being used by local residents.

RESOLVED

To send letter to all local residents explaining that the car park at Redhouse Community Centre is for the use of hirers only and if residents have any objections or questions these should be directed to the Chairman rather than staff.
To purchase two signs at a cost of £130 stating that the Redhouse Community Centre car park is a private car park for hirers and staff only.

104. BUSINESS PLAN

Members received a list of priorities showing final score totals as attached to the minutes in the Minute Book.

RESOLVED

To agree the following list as the parish council's top priorities:

Part time Admin Assistant
Increased Hedge Cutting
Full Time Groundsman
Complete Purchase of Land at Redhouse
Continue to Refurbish Play Areas
Pollinator Pathways
HIT Team
RCC Parking
Play Area Lease
Regular Newsletter Communication
Promote RCC for more Social Events for Elderly People

105. GROUNDS MAINTENANCE

Members discussed figures received from Swindon Borough Council for provision of Streetsmart Services.

RESOLVED

To set up a working group consisting of Steve Heyes, Vera Tomlinson and Vince Williams to prepare Request For Quotation documents.

106. ACCOUNTS

- (i) **RESOLVED** to approve payroll, direct payments and invoices for October 2019 totalling £73,387.52
- (ii) Members discussed expenditure of Redhouse Community Centre following recommendation from Finance Committee to allow additional spending.
RESOLVED to approve the following additional spending from General Reserves
General Consumables - £500.00
General Maintenance - £1000.00
- (iii) Members considered report from Clerk regarding savings accounts.
RESOLVED to invest as follows:
Virgin 1 Year Fixed £85,000.00
Natwest 35 day notice £85,000.00
Close Brothers 95 days £50,000.00

107. RECYCLING PROGRAMMES

Members considered report from Clerk regarding recycling programmes to raise additional income.

RESOLVED to sign up for Terracycle Colegate Programme and Hygiene Home Recycling Programme

Clerk to set up boxes in Redhouse Community Centre for collection of goods and advertise programme within the parish.

Cllr Quarterman and Pipe to assist in sorting and packing

108. COUNCILLOR ALLOWANCE

Members considered amended Councillor Allowance Policy.

RESOLVED to agree payment of allowances to be in annually in March 2020 for 19/20 allowances and subsequent years to be quarterly.

109. NORTH SWINDON LIBRARY

Members discussed correspondence received from Swindon Borough Council regarding a request to fund extra staff hours in 2020/21

RESOLVED not to fund extra staff hours at North Swindon Library in 2020/21

The meeting closed at 9.10pm.

Chairman _____

Date _____