



St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

Email: clerk@standrews-pc.gov.uk

Telephone: 07900 631 733

DRAFT Minutes of the Online Full Council Meeting Held on Wednesday 14th October 2020 at 7:00pm

Councillors Present: Daniel Adams*, Jean Blake, Mary Friend, Steve Heyes, Paul Morris, Tim Owen, Fran Quarterman, Steven Pipe, Vera Tomlinson (Chairman) and Vince Williams
Officers Present: Emma Sylvester (Clerk)
Public Present: 1

* left at 8:30pm

46. APOLOGIES

Daniel gave apologies that he would have to leave the meeting early.

47. DECLARATIONS OF INTERESTS

None

48. MINUTES RESOLVED

With a few minor amendments to accept the minutes of the last meeting held on 9th September 2020 as a true record and for them to be signed when the Clerk next meets the Chairman.

49. CHAIRMAN'S ANNOUNCEMENTS

- (i) The Chairman reported that there was a new contact at Crest dealing with the sale of land at Redhouse and it was hopeful that completion would be at the end of the month. The Chairman suggested putting on hold plans for the land and concentrate building the depot. There are funds to progress this. Cllr Williams added that the depot would become an asset of the parish council.
- (ii) The Chairman addressed members with regarding to parish council elections stating that there were rumours that the Covid restrictions would carry on until July. She continued that there were questions around whether the elections will be in May, later in the year or not at all and recommended the members plan for an election in May. Cllr Pipe informed the Chairman that he would not be standing again. Cllr Tomlinson responded that she was sorry he would not be standing again. Cllr Quarterman informed the Chairman that she was unsure, and the Chairman said that she hoped she would.

50. PUBLIC RECESS

No public wished to speak

51. COMMITTEES

- (i) Members discussed draft Terms of Reference. Cllr Williams asked for additions to the Plays Areas Committee and Grounds Maintenance Committee.
RESOLVED
To accept Terms of Reference with additions from Cllr Williams.
- (ii) Membership of the new committees were discussed.
RESOLVED
To appoint members to Play Areas Committee and Grounds Maintenance Committee as detailed in the attached document in the Minute Book with Cllr Williams elected as Chairman of the Ground Maintenance Committee and Cllr Heyes elected as Chairman of the Play Areas Committee.
- (iii) Members discussed draft calendar of meetings.



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RESOLVED

With amendments to Planning Committee and timing of Play Areas Committee to approve calendar for meetings as detailed in the attached document in the minute book.

- (iv) The following committee meeting minutes were noted:
- Play Areas and Open Spaces 23rd June 2020
 - Play Areas and Open Spaces 21st July 2020
 - Planning 22nd July 2020
 - Staffing 29th July 2020
 - Redhouse Community Centre 6th August 2020

Members discussed the current situation of Redhouse Community Centre. The Clerk reported that the accounts showed a loss of £4000 in the first 6 months of this year. The Chairman asked Cllr Friend if any progress had been made with increasing hirers. Cllr Friend responded that she would be in contact with the Centre Manager the following day. The Chairman reported that there had been a number of new hirers due their usual venue not yet opened after the Coronavirus lockdown. The new hirers had reported how wonderful Redhouse Community Centre was and would continue to run their groups from the Centre. Members discussed recharging the parish Council's use of the hall. It was agreed for the Clerk to add this to the next RCC agenda.

52. CORRESPONDENCE

Members received correspondence from Stratton St Margaret Parish Council regarding speed limits. After discussions regarding the pros and cons it was agreed to wait for results from Parish Councils.

53. ACCOUNTS

- (i) It was noted that the External Auditor report had been received stating that there are no matters giving cause for concern and all information is in accordance with proper practices. The Chairman thanked the Clerk and Cllr Quarterman for their hard work.
- (ii) Payments for Septembers totalling £167.02 (Credit Card) and £80842.82 (Current Account) were noted.
- (iii) Members received management reports for 2nd financial quarter 1st July 2020 to 30th September 2020. The Chairman thanked the Clerk and Cllr Quarterman for their hard work. Members asked for further detail on some parts of the figures.

54. OPEN SPACES

- (i) Cllr Williams reported that the Pollinator Pathways had been a positive project in the parish, and he had not received any negative comments only praise from residents. He requested that members consider adding other areas into Pollinator Pathways and include Natural Habitat areas. It was agreed to discuss this at the first Grounds Maintenance committee meeting. Members discussed collection of the long grass from the current Pollinator Pathway.

RESOLVED

To approve cost of £227.00 for final annual cut of pollinator pathway grass by Swindon Borough Council.

- (ii) Cllr Williams explained that there was an issue with anti-social behaviour in the parish at a bench in the parish. He explained that the bench was hidden and suggested that the bench was moved into an open space on the Roman Field. Members agreed to move the bench.



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Cllr Williams also reported that the pagoda by Highdown Way is deteriorating and requested that the parish council seek to have it removed. After some discussions it was agreed to contact the Crown agency for this area.

55. CORONAVIRUS

Members reviewed the COVID-19 Risk Assessment.

RESOLVED

It was agreed that the document still covered all possible risks and there was only a need to amend once stating that Redhouse Community Centre (RCC) had now opened and had in place its own COVID-19 Risk Assessment. It was agreed to review the RCC COVID-19 Risk Assessment at the next RCC committee meeting.

56. GROUNDS MAINTENANCE

Members discussed locations for a new depot. It was agreed that a site visit be set up to explore the potential sites. Members to attend would be Cllr Tomlinson, Cllr Williams and Cllr Adams.

57. SWINDON BOROUGH COUNCIL INVOICE

Members discussed correspondence received from Swindon Borough Council regarding the final invoice for Streetsmart services during the period April 2020 and June 2020.

RESOLVED

To challenge invoice calculation and to hold meeting between Cllr Tomlinson, Cllr Williams, Clerk and Grounds Maintenance Supervisor to formulate response.

58. STAFFING

The Clerk explained the current situation regarding the flexible furlough of the Centre Manager and support from the Government.

RESOLVED

To speak with the Centre Manager regarding moving to the new Job Support Scheme with agreement of any extra hours to be delegated to Chairman and Vice Chairman.

The meeting closed at 8:30pm.

Chairman _____

Date _____