



# St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

Email: [clerk@standrews-pc.gov.uk](mailto:clerk@standrews-pc.gov.uk)

Telephone: 07900 631 733

## Minutes of the Online Full Council Meeting Held on Wednesday 10<sup>th</sup> March 2021 at 7:00pm

**Councillors Present:** Daniel Adams, Kola Beyioku, Jean Blake, Mary Friend, Steve Heyes, Steven Pipe, Vera Tomlinson (Chairman), Paul West and Vince Williams  
**Officers Present:** Emma Sylvester (Clerk), Luke Jones (Grounds Supervisor)  
**Public Present:** Four

### 102. APOLOGIES

Apologies were received from Paul Morris

### 103. DECLARATIONS OF INTERESTS

None

### 104. MINUTES RESOLVED

With one minor amendment to accept the minutes of the last meetings held on 10<sup>th</sup> February 2021 as a true record and for them to be signed when the Clerk next meets the Chairman.

### 105. CHAIRMAN'S ANNOUNCEMENTS

None

### 106. PUBLIC RECESS

Three members of Mums on a Mission addressed the council with regards to the need for inclusive play equipment in the parish especially as during lockdown families were unable to travel to other areas where there are play areas with a wider range of inclusive play equipment.

### 107. RESOLVED to bring forward agenda item 15 Play Areas

### 108. PLAY AREAS

Cllr Heyes reported that at the last Play Areas committee meeting a number of recommendations were made. Members discussed the recommendations.

- (i) **RESOLVED** To spend additional expenditure from Play Area Earmarked Reserves to purchase an inclusive roundabout for Brook Park and **RESOLVED** to accept quotation from Wicksteed to purchase and install inclusive roundabout at a cost of £13,077.03.
- (ii) **RESOLVED** To agree additional expenditure for annual play inspections. Total expenditure £702 for Play Safety to carry out external play area inspections in all play areas including Redhouse Community Centre.
- (iii) **RESOLVED** to purchase spray painting equipment for MUGA surface at Wallis Drive park up to £500 from Play Area Earmarked Reserves.
- (iv) The Grounds Maintenance Manager reported that all quotes for repairs to the zipwire at Brook Park had not yet been received. It was agreed to defer this to the next meeting.
- (v) **RESOLVED** to transfer £3000 from Play Area Earmarked Reserves to Play Area repairs budget for 2021/22 to enable to Play Area Committee to make decisions regarding expenditure under £1000.



# St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

Email: [clerk@standrews-pc.gov.uk](mailto:clerk@standrews-pc.gov.uk)

Telephone: 07900 631 733

## 109. INTERNAL AUDIT

- (i) Members received a report from the Internal Audit following mid-year checks stating that there are no recommendations or matters to bring to the council's attention regarding the council's finances. The detailed report is attached in the Minute Book.
- (ii) **RESOLVED** To approve Clerk signing the current letter of engagement from the Internal Auditor.
- (iii) **RESOLVED** To approve Bridget Bowman of BCB to continue to carry out the Council's internal audit in 2021/22 at a total cost of £650.

## 110. REDHOUSE COMMUNITY CENTRE

Members discussed correspondence from parish council's solicitor regarding Redhouse Community Centre lease.

### **RESOLVED**

To agree to respond with requests for break clauses after 3 years, 5 years, 10 years and then every 10 years as well as changes in the lease regarding the use of centre, maintenance and repairs.

## 111. WATERSIDE DEPOT AGREEMENT

Members received draft agreement from Swindon Borough Council for use of Waterside Depot from 1<sup>st</sup> April 2021. Members discussed the space available and proposed financial implications.

### **RESOLVED**

To instruct Clerk to respond requesting parking space for tractor and removal of financial increases year on year.

## 112. INSURANCE

Members received report from Clerk regarding proposed changes to insurance policy.

### **RESOLVED**

To accept changes and request Clerk obtain new quotations.

To delegate authority on accepting new policy to Chairman, Vice-Chairman and Clerk to ensure that policy is in place by 1<sup>st</sup> April 2021.

## 113. MEETING DATES

Members received report from Clerk regarding meeting dates for the Annual Parish Council meeting, Annual Parish meeting and return to face-to-face meetings.

### **RESOLVED**

To hold the Annual Parish meeting and Annual Parish Council meeting on Wednesday 19<sup>th</sup> May 2021.

To discuss return to face-to-face meetings at the next meeting.

## 114. TADPOLE LANE TOUCAN CROSSING

Following discussions at the last meeting regarding funding for the toucan crossing the Chairman reported that Swindon Borough Council had confirmed that funding was not being taken from the Salzgitter renovations. Members discussed the proposals.

### **RESOLVED**

The parish council had no further comment.

## 115. COMMITTEES

- (i) The Chairman reported that vacancies had occurred in some committees following the resignation of two councillors.

### **RESOLVED**



# St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

Email: [clerk@standrews-pc.gov.uk](mailto:clerk@standrews-pc.gov.uk)

Telephone: 07900 631 733

Cllrs Beyioku and West would become members on committees as detailed in the document attached in the Minute Book.

- (ii) The following committee minutes were noted:
- Grounds Maintenance 2<sup>nd</sup> December 2020
  - Play Areas 12<sup>th</sup> January 2021
  - Depot Working Group 24<sup>th</sup> February 2021
  - Play Areas 2<sup>nd</sup> March 2021

## 116. ACCOUNTS

Payments in January 2021 totalling £75,801.11 and February 2021 totalling £63,742.81, as attached in the Minute Book, were noted.

## 117. ELECTIONS

The Chairman announced that all seats for St Andrews Parish Council were up for election which was planned for Thursday 6<sup>th</sup> May 2021.

The meeting closed at 8:40pm

Chairman \_\_\_\_\_

Date \_\_\_\_\_