



St Andrews Parish Council

Minutes of the Annual Parish Council Meeting
Held on Wednesday 19th May 2021 at 7:00pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Daniel Adams, Kola Beyioku, Jean Blake, Ben Fenton, Mary Friend, Steve Heyes, Paul Morris, Vera Tomlinson, Paul West and Vince Williams
Officer Present: Emma Sylvester
Public Present: 0

**1. ELECTION OF CHAIRMAN
RESOLVED**

To elect Cllr Vera Tomlinson as Chairman.

2. CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Vera Tomlinson read out and signed the Declaration of Acceptance of Office.

**3. ELECTION OF VICE CHAIRMAN
RESOLVED**

To elect Cllr Vince Williams as Vice Chairman.

4. APOLOGIES FOR ABSENCE

None

5. DECLARATIONS OF ACCEPTANCE OF OFFICE FOR PARISH COUNCILLORS

The Clerk confirmed that ten councillors had signed their Declaration of Acceptance of Office prior to the commencement of the meeting.

The Clerk reported that Beverly Elmer had not signed her Declaration of Office prior to the first meeting of the Council. The Clerk explained next steps available to the parish council regarding this seat.

RESOLVED

To allow Beverly Elmer until the end of the next Full Council meeting to sign her Declaration of Acceptance of Office before declaring the a casual vacancy.

6. DECLARATIONS OF INTERESTS

None

7. CHAIRMAN'S ANNOUNCEMENTS

- (i) The Chairman congratulated Daniel Adams on becoming a Borough Councillor with a large majority.
- (ii) The Chairman had hoped to say well done to Beverly Elmer on gaining a seat on the parish council and was very sad that she hadn't turned up to the meeting.

8. MINUTES OF THE COUNCIL MEETING HELD ON 28 APRIL 2021

RESOLVED

With one minor amendment, that the Minutes be approved as a true record and signed by the Chairman.

9. PUBLIC RECESS

No public in attendance

10. STANDING ORDERS AND FINANCIAL REGULATIONS

(i) RESOLVED

To adopt the Standing Orders as detailed in attached sheets in the Minute Book.

(ii) RESOLVED

To adopt the Financial Regulations as detailed in attached sheets in the Minute Book which includes changes to public procurement thresholds to reflect the departure of the UK from the European Union.

11. CODE OF CONDUCT

RESOLVED

To adopt the Code of Conduct as detailed in attached sheets in the Minute Book.

12. GENERAL POWER OF COMPETENCE

RESOLVED that the Council continues to meet the two required criteria for eligibility, at the time of the meeting, to exercise the Power of General Competence and to adopt and use the General Power of Competence.

13. TERMS OF REFERENCE AND DELEGATION OF POWERS TO COMMITTEES 2019/20

RESOLVED

To adopt the Terms of reference and Delegation of Powers to Committees as detailed in attached sheets in the Minute Book.

14. COMMITTEES AND WORKING GROUPS

(i) Members were appointed to the Planning Committee, Staffing Committee, Play Areas Committee, Grounds Maintenance Committee, Redhouse Community Centre Committee and Depot Working Group as detailed in attached sheet in the Minute Book.

(ii) It was agreed to hold the next Depot meeting on Thursday 27th may at 7pm and Staffing meeting on Wednesday 23rd June at 7pm.

15. SUBSCRIPTIONS

Members considered annual subscriptions

RESOLVED

To pay the annual subscription to NALC and WALC at a cost of £1616.00 +VAT

16. BANKING AND ACCOUNTS

(i) **RESOLVED** to authorise Clerk to make BACS and Direct Debit Payments as attached in the Minute Book.

(ii) **RESOLVED** to appoint Cllr Blake to do monthly finance checks

17. COMMUNITY AWARD

Cllr Blake reported that she would like the Parish Council to set a community award scheme to recognise the good work that many volunteers do in the parish. After some discussion it was agreed for Cllr Blake to put together a proposal for how this would work for discussion at the next meeting.

The meeting closed at 8:28pm.

Chairman _____

Date _____