



ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY
Telephone: 07900 631 733 Email: clerk@standrews-pc.gov.uk
www.standrews-pc.gov.uk

DRAFT Minutes of the Full Council Meeting
Held on Wednesday 14th October 2021 at 7:00pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Daniel Adams, Kola Beyioku, Jean Blake, Mary Friend, Steve Heyes, Paul Morris, Vera Tomlinson (Chairman), Paul West and Vince Williams
Officer Present: Emma Sylvester (Clerk), Centre Manager
Public Present: One

77. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Fenton.

78. DECLARATIONS OF INTERESTS

None

79. MINUTES RESOLVED

That the Minutes of the last meeting held on 8th September 2021 be approved as a true record and signed by the Chairman.

Cllr Williams highlighted the decision to not award a grant to North Swindon PCSOs and to check that this was now off the agenda. The Chairman agreed.

80. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:

- (i) Cllr Ben Fenton has resigned as a councillor from the parish council due to a promotion at work which would mean he no longer has the time to commit to the role. Members discussed the procedure for co-opting a new councillor. It was agreed for the Clerk to circulate the current policy on co-opting.
- (ii) The Queen's Platinum Jubilee will be taking place next June and asked if Councillors were interested in holding an event serving tea and cake with a raffle for charity. Councillors were in support of this and agreed to set up a task-group with the following members: Cllrs Morris, Tomlinson, Friend, Blake and Beyioku.
- (iii) She would be in hospital on 10th November 2021 when the next Full Council meeting is scheduled and asked if the meeting could be re-arranged. All agreed to hold the next Full Council meeting on Wednesday 17th November and reschedule the Staffing meeting.

81. PUBLIC RECESS

No public present wished to speak

82. REDHOUSE COMMUNITY CENTRE

- (i) Members received correspondence from the parish council solicitor and agreed responses as follows:



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- a. Permitted Use – request the word ‘endeavour to’ sub let to early years education/childcare provider
 - b. Schedule of Condition – Not to carry out building survey
 - c. Break Rights – request again 6 months
 - d. Members agreed proposed terms of sub-lease
- (ii) Members discussed quotations received to replace the boiler in the centre along with alternative solutions like heat air source pumps.

RESOLVED to purchase a new gas boiler from SN Heating & Plumbing Ltd at a cost of £4,300 using General Reserves.

Members discussed profit made from Redhouse Community Centre.

RESOLVED to put any profit at the end of the financial year into an Earmarked Reserve to be only used for Redhouse Community Centre.

83. RESERVES, BUDGET AND USE OF CIL/PUBLIC REALM

The Chairman gave a brief overview of as follows:

Reserves – Money put to one side as a buffer for emergencies

Budget – Funds for the forthcoming financial year are set to carry out the plans of the parish council. Funds are to last for 2 months without the need to use General Reserves.

CIL(Community Infrastructure Levy) – 15% of CIL receipts paid to the borough on developments in the parish are passed to the parish council. This money can be used on infrastructure or on facilities to meet demand of development i.e. open space, sporting facilities, play areas.

S106 Monies – This comes from a S106 agreement which is decided as part of the granting of planning permission. This money is used for open space, sport and play.

84. COMMITTEES

(i) Play Areas

- a) The minutes of the meeting held on 21st September were received and noted.
- b) Cllr Heyes spoke on the recommendation from the Play Areas Committee to approve a budget for 2022/23 for Play Area Repairs and Maintenance of £34550.

RESOLVED

To wait until budget meeting to discuss along with other requirements of the parish council.

- c) Cllr Heyes spoke tenders received for Wallis Drive Play Area refurbishment and the Play Area Committee’s recommendation to award the contract to Sutcliffe

RESOLVED

To award the contract for Wallis Drive Play Area refurbishment to Sutcliffe at a cost of £50,675.00 The majority of funds will come from Earmarked Reserves with the extra £675 being spent from General Reserves.

- d) Cllr Heyes presented a report on proposed CCTV for Wallis Drive

RESOLVED



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To approve installation of CCTV at Wallis Drive by Swindon Borough Council at a cost of £4757 to include monthly charge for monitoring using fund from General Reserves.

- e) Members discussed setting up a Youth Task Group to move forward with the provision of youth services.

RESOLVED

To set up a Youth Task Group as detailed in the attached Terms of Reference with the following members: Cllrs Beyioku, Adams, Heyes, Friend and Tomlinson.

To elect Cllr Beyioku as the Chairman.

- (ii) Grounds Maintenance

- a) The minutes of the meeting held on 29th September were received and noted.
b) **RESOLVED** to approve installation of a soil bund around Redhouse land to prevent vehicular access at a cost of £2000 from General Reserves
c) **RESOLVED** to ratify decision to employ an additional Grounds Team Worker on SCP 13-17
d) **RESOLVED** to leasing a new electric vehicle with a budget of £500 per month, mobile phone, uniform, PPE and hand tools
e) **RESOLVED** to purchase 11 waste bins at a cost of £3,733.45 from Gladsons using £1000 from Bin budget and remainder from General Reserves
f) **RESOLVED** to adopt 'Out of Hours' Policy as attached in the Minute Book
g) It was noted that Cllr Friend had resigned from the committee. No councillor wished to fill the vacancy.

85. BUSINESS PLAN

As time was running on it was agreed to discuss future aspirations of the parish council in preparation for agreement on a 5-year Business Plan meeting on Wednesday 20th October at 7pm.

86. REMEMBRANCE SERVICE

- (i) It was noted that an invitation had been received from Mr Mayor, Cllr Gary Perkins, to the Remembrance Sunday service to be held at the Cenotaph Swindon, Regent Circus on Sunday 14th November.
(ii) **RESOLVED** Members approved the purchase of a poppy wreath at the cost of £20 from the Royal British Legion to be laid at St Andrews Church service by Cllr Vince Williams.

87. RED TELEPHONE BOX

Following correspondence received from local residents members discussed the maintenance of the red telephone box on Lady Lane. Members received estimate costs from the Grounds Maintenance Manager to make repairs to the outside of the box only as the door will not open. Members were unsure how residents wanted to use the telephone box and if a working door was required.

RESOLVED to defer until further information had been received.



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88. COMMUNITY AWARDS 2022

Members received a proposal for an annual community award, with one amendment to have one category of Community Hero the proposal as attached in the Minute Book was approved.

89. BANKING AND ACCOUNTS

Members noted payments for August 2021 totalling £30,527.82 as detailed in the document attached in the Minute Book.

90. Members resolved to extend Standing Orders to finish the business of the agenda

91. COUNCILLOR GIFTS AND HOSPITALITY

RESOLVED to adopt the attached papers on Councillor Gifts and Hospitality from Swindon Borough Council as an internal document to be passed to councillors when filling in Register of Interests.

92. LAND NEAR A419

The Chairman reported that she had not received an answer from Swindon Borough Council regarding the submitted bid to purchase land and would continue to chase.

93. DEPOT

The Chairman reported that a firm proposal had still not been received from the developer regarding a new depot for the Grounds Maintenance Team.

The meeting closed at 10.12pm.

Chairman _____

Date _____