



# ST ANDREWS PARISH COUNCIL

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2GY

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**Draft Minutes of the Grounds Maintenance Committee Meeting  
held on Wednesday 16<sup>th</sup> February 2022 at 7:30pm  
at Redhouse Community Centre, Frankel Avenue, Swindon**

**Councillors Present:** Daniel Adams, Jake Chandler, Steve Heyes, Paul West and  
Vince Williams (Chairman)

**Officer Present:** Luke Jones (Grounds Maintenance Manager), Emma  
Sylvester (Clerk)

**Public Present:** One

**42. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr MacDonald

**43. DECLARATIONS OF INTEREST**

None

**44. MINUTES  
RESOLVED**

To accept the minutes of the last meeting held on 1<sup>st</sup> December 2021 as a true record and signed by the Chairman.

**45. PUBLIC RECESS**

The Assistant Headteacher of Churchward School addressed the committee asking if there was an opportunity for pupils to take part in work experience within the Grounds Maintenance department. She explained that children thrive through working outside and currently has a pupil who is very keen to learn more about job in grounds maintenance.

**46. CORRESPONDENCE**

- (i) The Chairman reported that correspondence had been received from a resident with concerns regarding a bench on the Roman field. Cllr Williams explained why the bench had been moved and all the positive benefits that had occurred since action was taken. Cllr Heyes reported that no anti-social behaviour concerns had been raised with the police since the bench was moved. It was agreed to respond to the resident explaining the history of the bench, the positive benefits and to request that if they are experiencing issues with youths this should be reported to the police. The parish council has regular communication with the police, and it was agreed to ask for additional patrols in this area.
- (ii) Members discussed correspondence received from the Assistant Headteacher of Churchward School regarding taking on a student for work experience. Members discussed with the Assistant Headteacher what activities could be completed along with risk assessments, support and PPE. It was agreed to have one student on a trial basis which would be reviewed after 4 weeks.

**RESOLVED**

To delegate authority to the Cllr Williams, Cllr Heyes, Clerk and Grounds Maintenance Manager to set up trial work experience with one student and if successful draft a policy for future opportunities.

#### **47. OPEN SPACES**

- (i) Members received 'Open Spaces Issues' spreadsheet and discussed work that had been completed. It was agreed to publish the written report by the Grounds Maintenance Manager as a blog post on the parish council website.
- (ii) The Grounds Maintenance Manager reported that Swindon Borough Council had begun work on the Roman Field which included clearing out blockage in the woods. St Andrews Ground Maintenance team had also assisted due to Swindon Borough Council unable to reach an area with machinery. The area will continue to be monitored.
- (iii) The Grounds Maintenance Manager reported that Swindon Borough Council would be carrying out works to Eastbury Way stream where the bank is eroding and it was just a case of scheduling in the work.
- (iv) The Grounds Maintenance Manager reported on behalf of Cllr MacDonald that a tree had snapped near Highdown Way play area. Members agreed that they would like a replacement tree and would discuss again in the autumn.

#### **48. ELECTRIC VEHICLES**

Members were updated that the new electric vehicle was expected in June 2020. It was agreed add an agenda item at Full Council to discuss the vehicle logo.

#### **49. DEPOT**

Cllr Williams reported that he had met, along with the Grounds Maintenance Manager and Cllr Heyes, a neighbouring parish council for a site visit to land which may be available as a location for a new depot. He presented draft plans. It was agreed to present these to Full Council.

The meeting closed at 9:15pm

Chairman \_\_\_\_\_

Date \_\_\_\_\_