



# St Andrews Parish Council

**DRAFT Minutes of the Extraordinary Full Council Meeting  
Held on Wednesday 28<sup>th</sup> September 2022 at 7:30pm  
at Redhouse Community Centre, Frankel Avenue, Swindon**

**Councillors Present:** Daniel Adams, Kola Beyioku, Jake Chandler, Mary Friend, Steve Heyes, Sue MacDonald, Paul Morris, Paul West, Bradley Williams and Vince Williams (Acting Chairman)  
**Officer Present:** Emma Sylvester, Parish Clerk  
**Public Present:** 1\*

\*Representative from TGV in Bloom arrived at 7:48pm

## 62. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Vera Tomlinson.

## 63. DECLARATION OF INTERESTS

Cllr B Williams declared a non-pecuniary interest in Agenda Item 20 Grant

## 64. MINUTES

**RESOLVED** to accept the minutes of the last meeting held on 3<sup>rd</sup> August 2022 as a true record and to be signed by the Chairman at the next meeting.

## 65. CHAIRMAN'S ANNOUNCEMENTS

None

## 66. PUBLIC RECESS

It was agreed to defer this item until later in the meeting when the representative from TGV in Bloom was present.

## 67. COMMITTEES

- (i) Minutes of the following committees were noted:
  - Planning – 6<sup>th</sup> July
  - Grounds Maintenance – 6<sup>th</sup> July and 7<sup>th</sup> September
  - Youth – 25<sup>th</sup> July
  - Play Areas – 30<sup>th</sup> August
  - Staffing – 3<sup>rd</sup> August
- (ii) Following a verbal report from the Clerk informing members that Redhouse Community Centre is not always available for evening meetings on evenings other than Wednesdays members agreed to hold Planning committee and Youth Task Group meetings in the parish council hut.
- (iii) **RESOLVED** for Cllr Bradley Williams to become a member of the planning committee.
- (iv) The Clerk reminded councillors that the Play Areas committee was a daytime meeting and requested if current members wished to remain on the committee. Cllr Beyioku said he would be unable to attend day time meetings and would come off this committee.

**RESOLVED** Cllr Vince Williams to become a member of the Play Area committee in place of Cllr K Beyioku.

## 68. PLAY AREA

- (i) Members considered two recommendations from the Play Area committee. To consider the following recommendations from the Play Area Committee
- a) New Equipment  
**RESOLVED** To purchase 2 pieces of equipment for Standen Way play area –Electric Car Charger £591 from Vita Play and Sign Language board £1806 from Wicksteed
- b) CCTV  
**RESOLVED** To purchase an additional CCTV camera to cover the new outdoor gym equipment at Brook Park Swindon Borough Council at a cost of £1410 + VAT using funds from Play Area Earmarked Reserves.
- (ii) The Clerk reported that Swindon Borough Council had agreed to the installation of an outdoor gym in Brook Park and had prepared a Variation of Deed.  
**RESOLVED** to agree and sign the Variation of Deed as attached in the Minute Book.

Cllrs Adams, Beyioku and Heyes left the room.

## 69. PLANNING

Members considered two planning applications and **RESOLVED** to comments as follows:

**S/HOU/22/1308** Re: Conversion of garage into habitable room. 22 Batsford Crescent, Swindon. SN25 4EH – (Also see S/HOU/22/0982 same property)  
**St Andrews Parish Council agrees with the Highways comments.**

**S/COND/22/1272** Re: Discharge of Condition 13 from previous permission S/RES/18/1311 - Erection of 127no. dwellings and associated landscape and infrastructure works - reserved matters from permission S/12/1826. At: Land at Lady Lane, Swindon SN25 4DN  
**No objections**

Cllrs Adams, Beyioku and Heyes returned to the room.

Representative from TGV in Bloom arrived.

70. **RESOLVED** to go back to Agenda Item 5 Public Recess and bring forward Agenda Item 20 Grants.

## 71. PUBLIC RECESS

A representative from Tadpole Garden Village in Bloom addressed the members of St Andrews Parish Council with regards to their grant application for £500. He explained the work they do with schools, growing vegetables for community kitchens and other projects that they hope to get started. He added that if they were to received the £500 grant this would enable the group to cover their basic running costs and ensure that the group continued.

**72. GRANTS**

Members discussed the work of TGV In Bloom stating that they were fully supportive of what they do.

**RESOLVED** to grant £500 to TGV in Bloom.

**73. S106 RECEIPTS**

The Clerk reported that she had received correspondence from Swindon Borough Council's S106 Officer stating that a mistake had been made in the last report produced for the parish council stating what funding was available. Unfortunately, the funds agreed to be requested totalling £69,406.18 at the Full Council meeting in July 2022 (Minute 46) had already been allocated to the parish council. The Clerk reported that she was still waiting for confirmation on other S106 funds requested totalling £84,804.59 at the Full Council meeting in August 2022 (Minute 57)

**74. CLIMATE CHANGE**

Members discussed two motions proposed by Cllr B Williams, Cllr Heyes and Cllr Chandler with regards to the parish council moving forward with a climate change plan. **RESOLVED** that The Parish Council recognises the current climate crisis we face and subsequently declares a climate and ecological emergency. The Parish is committed to playing its role in the fight against the climate crisis and preserving and protecting the environment.

**RESOLVED** for Cllrs Heyes and B Williams to produce a plan of actions to be presented at the next Full Council meeting.

**75. STREET NAMING**

Members discussed street names for new development by the stadium. Members agreed to put forward James Bond themed names due to a local building being in used as a location in a James Bond film.

**76. SWINDON BOROUGH COUNCIL POLLING BOUNDARY CHANGES**

Members considered proposals from Swindon Borough Council to change the polling station for residents in Abbey Farm from Tadpole School to the Jovial Monk.

**RESOLVED** to support the proposal.

**77. WORK EXPERIENCE**

The Clerk reported that the 4-week trial for the recent work experience student had now finished and had been a success. Churchward School have asked if this can continue with a new student.

**RESOLVED** to continue offering an opportunity to local students to gain work experience at the parish council.

**78. POLICIES**

It was agreed to defer this item until the next Full Council meeting.

**79. EXTERNAL AUDITOR**

(i) It was noted that the Clerk has received a clean report from the External Auditor for the Annual Governance and Accountability Return for year ended March 2022. Councillors expressed thanks to the Clerk.

(ii) **RESOLVED** not to opt out of the SAAA central external auditor appointment arrangements.

## **80. BANKING AND ACCOUNTS**

- (i) Members noted payments (attached in the Minute Book) for June 2022 totalling £60,629.70 and July 2022 £51,792.68 as checked by Cllr West and payments for August 2022 totalling £41,077.35
- (ii) Members received management reports for 1<sup>st</sup> Quarter accounts detailed in the documents attached in the Minute Book.

## **81. VAT REGISTRATION**

The Clerk reported that St Andrews Parish Council is not currently VAT registered, however, a certain amount of VAT is claimed back through a 126 Form. As the parish council is growing and becoming involved in several new activities the Clerk is seeking professional advice to check that VAT is being claimed correctly and there is no requirement to be VAT registered.

## **82. REDHOUSE COMMUNITY CENTRE**

Members consider a report from the Centre Manager to purchase bumpers around the newly decorated hall.

### **RESOLVED**

To purchase bumpers from Pawling Systems at a cost of £816.27 which will be fitted by the Grounds Maintenance team.

## **83. COUNCILLOR ALLOWANCES**

The Clerk reported that recommendations from Swindon Borough Council had still not been received as the scheduled meeting of the Swindon Independent Remuneration Panel had yet to take place.

### **RESOLVED**

To pay Councillor Allowances at the same rate as last year and wait until the new recommendations have been received for further discussion.

## **84. SWINDON BOROUGH COUNCIL COMPLAINT**

Members discussed correspondence received from another parish council regarding a complaint towards Swindon Borough Council.

**RESOLVED** not to support this complaint

## **85. POLICE MEETING**

- (i) Members noted that the planned meeting with the police regarding anti-social behaviour and drugging has not taken place due to unavailability of police officers.
- (ii) Cllr Heyes reported that St Andrews Parish had the lowest level of crime and didn't feel that there was a need to hold a public meeting. He explained that the police were looking into issues that had been reported as follows:
  - CCTV by the Jovial Monk following reports of drug dealing
  - Anti-social behaviour in Tadpole Garden Village where trees had been damaged
  - Stopping noisy cars

Members agreed that it was not for the parish council to take on police matters and would encourage residents to report issues directly to the police. It was also agreed that if the police asked for assistance the parish council would be supportive.

Cllr V Williams reported that graffiti had been spotted on a private building in the parish. Councillors asked if the parish council could remove this but Cllr V Williams responded that without permission from the owner the parish was unable

to take any action. The Clerk reported that Swindon Borough Council offer a free service and it was agreed to try to contact the resident and inform them off this service.

Cllr V Williams requested that a draft policy is discussed at the next Grounds Maintenance meeting looking into the parish council offering the service of graffiti removal.

**86. DEPOT**

The Clerk reported that a neighbouring parish council had agreed verbally to Terms and Conditions and a meeting was being set up to discuss next steps.

The meeting closed at 9:42 pm

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**Chairman** \_\_\_\_\_

**Date** \_\_\_\_\_