



St Andrews Parish Council

Minutes of the Full Council Meeting
Held on Wednesday 14th June 2023 at 7:45pm
at Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Daniel Adams, Kola Beyioku, Jake Chandler, Mary Friend, Steve Heyes, Sue MacDonald, Paul Morris, Vera Tomlinson, Paul West, Bradley Williams and Vince Williams

Officer Present: Emma Sylvester

Public Present: 10

20. ORDER OF BUSINESS

The Chairman welcomed everyone to the meeting and requested that Public Recess was brought forward to Agenda Item 4. **RESOLVED** to bring forward agenda item 5. Public recess

21. APOLOGIES FOR ABSENCE

None

22. DECLARATION OF INTERESTS

None

23. MINUTES

RESOLVED to accept the minutes of the last meeting held on 24th May 2023 as a true record and signed by the Chairman.

24. PUBLIC RECESS

A resident from Richardson Way spoke to the parish council regarding the play area yet to be opened by the stadium. She said that young children are very keen to play on the equipment but due to it all being fenced off it is encouraging anti-social behaviour. She added that before the area can be opened improvements need to be made as residents had concerns regarding the MUGA. The resident asked if the parish council could advise how this could all be resolved.

The Chairman responded that the parish council had been approached by the developer but unfortunately it was not financially viable for the parish council to maintain the area under the conditions that were set out. The Chairman agreed that it was time to sort out the matter and asked the Clerk to set up a meeting with the developer, parish council and concerned resident as soon as possible.

25. CHAIRMAN'S ANNOUNCEMENTS

The Chairman requested that this item be moved to the end of the meeting **RESOLVED** to move agenda item 4. Chairman's announcements to the end of the meeting.

26. COMMITTEES

- (i) Members noted the minutes of the following committees:
Planning – 13th March 2023

Redhouse Community Centre – 22nd March 2023

Planning - 15th May 2023

Youth - 15th May 2023

- (ii) **RESOLVED** to move the next Redhouse Community Centre committee meeting to Wednesday 19th July due to the absence of the Centre Manager
- (iii) **RESOLVED** Cllr S MacDonald becoming a member of the Climate Crisis Committee and Cllr D Adams becoming a member of the Staffing Committee

27. REDHOUSE COMMUNITY CENTRE

Members considered the report attached to the Minutes regarding installing CCTV at Redhouse Community Centre. Members discussed the reasons for the CCTV and Cllr P Morris stated that it was a recommendation from the police for the safety of staff members. Further discussions continued regarding the placement of the cameras.

RESOLVED to delegate authority to the Clerk, Cllr Steve Heyes, Cllr Paul Morris and Cllr P West with a budget of £1023.00 from General Reserves and using FSR Security to arrange the correct installation of CCTV.

28. INTERNAL AUDITOR

The Clerk reported that the Internal Auditor had visited the parish offices on Tuesday 13th June to complete a check of the accounts for the year end. There had not been time to receive the Internal Auditors report however the Clerk had been told verbally that there were no recommendations. Councillors thanked the Clerk for her hard work.

29. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

- (i) **RESOLVED** to approve the annual governance statement in respect of the 2022/23 financial year (section 1)
- (ii) **RESOLVED** to approve the accounting statements in respect of the 2022/23 financial year (section 2)

30. ACCOUNTS

Members noted payments for April 2023 totalling £43,177.62.

31. DEPOT

The Chairman of the Parish Council, Cllr Vera Tomlinson, updated councillors that she had met with the Director of Operations from Swindon Borough Council to inform him that the parish council will continue to have our depot at Waterside subject to approval of the lease.

32. COMMUNICATION

Members considered a report from the Parish Clerk regarding electronic communications.

RESOLVED to produce a monthly electronic newsletter with the first one being sent out in August. Cllr Adams requested that committee chairmen pass information to the Clerk so that she is not writing everything herself.

33. NOTICEBOARDS

Cllr Adams reported on a request for additional noticeboards in the parish to keep residents up to date with news of the parish council activities and business. Cllr Adams added that now more estates are being built in the parish noticeboards would be required at Tadpole Garden Village and Abbey Farm.

RESOLVED to agree in principle to provide additional noticeboards throughout the parish including Tadpole Garden Village and Abbey Farm. Cllr Adams was requested to provide a report to a future Full Council meeting with costs and possible locations.

34. SWAN SIGNS

Cllr Jake Chandler reported on a request for signage in Tadpole Garden Village to make drivers aware of wildlife crossing on a main road. Members discussed the crossing and a recent accident of a duck being killed whilst crossing the road.

RESOLVED for Cllr J Chandler to come back to the next meeting with a full report including costings.

35. GROUNDS VEHICLE INSURANCE

The Chairman spoke about her concerns with office staff using a spare van to carry out parish council activities and the reasons for having a spare van. The Clerk explained that the Grounds Maintenance committee had looked into disposing of the van but there was a high charge to terminate the contract. It was agreed to defer this to the next meeting when further information on costs of terminating the contract could be obtained and information on whether insurance and tax was required if the van was not used for half of the year.

RESOLVED

To accept the insurance quotation received from County Insurance Services totalling £4962.65 for all parish owned and leased vehicles.

36. SWINDON BOROUGH COUNCIL HEALTH & SAFETY CONSULTATION

Members discussed correspondence received on Swindon Borough Council's Health and Wellbeing Strategy Consultation.

RESOLVED to send the following comments:

The report doesn't go in-depth enough and is lacking in facts.

Youth only mentioned in a couple of parts and there are more issues than just self-harm.

Pollution not mentioned.

Other substance abuse not mentioned.

Should include working with other organisations, charities, parish councils etc.

There is a formatting error with the picture of the roundabout sign.

37. CHAIRMAN'S ANNOUNCEMENTS

The Chairman raised concerns regarding answering of the parish council telephone when recently she had been unable to speak to the Clerk. The Clerk replied explaining that on some occasions she is busy, already on a call or on a rest break, so it is not always possible to answer the phone but always called people back if they leave a voicemail or it is a recognised number.

The Clerk left the room (9:20pm) for members to discuss.

The Clerk returned to the room (9.38).

No resolution was made.

The meeting closed at 9: 40 pm.

Chairman _____

Date _____