



ST ANDREWS PARISH COUNCIL

Draft Minutes of the Full Council Meeting
held on Wednesday 13th March 2024 at 7:30pm
at the Redhouse Community Centre, Frankel Avenue, Swindon

Councillors Present: Daniel Adams, Kola Beyioku, Emma Faramarzi, Steve Heyes, Sue MacDonald, Paul Morris, Paul West, Vera Tomlinson (Chairman) and Vince Williams
Officers Present: Emma Sylvester, Parish Clerk
Luke Jones, Grounds Maintenance Manager
Public Present: 1

134. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Chandler and Friend.

135. DECLARATION OF INTERESTS

Cllr Faramarzi declared a non-pecuniary interest in Item 6, reporting she was the neighbour to a member of the organisation applying for grant.

136. MINUTES RESOLVED

To accept the minutes of the last meeting held on 14th February 2024 as a true record and signed by the Chairman.

137. PUBLIC RECESS

None

138. The Chairman requested that item 6 was brought forward to before Chairman Announcements.

RESOLVED

To bring forward item 6 – Grants.

139. GRANTS

Members considered two grant applications received from TGV In Bloom and The Well Church. The Chairman asked a representative from The Well Church to let members know more about the application. Members were informed that funding was being requested to help set up a youth drop-in centre in The Underground venue at the Orbital. It was felt that North Swindon didn't have much to offer children under 18 and the drop-in centre would support children in the local area.

RESOLVED

To allocate funding to The Well Church from the Youth budget to support the operational costs of their youth drop-in centre. The specific amount of funding will be determined at the upcoming Youth Committee meeting, where it will be evaluated alongside other expenses for the 2024/25 period.

To grant £500 to TGV in Bloom

140. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcements:

- (i) Swindon Borough Council (SBC) will be holding their elections on Thursday 2nd May 2024.
- (ii) The Clerk has requested approval to attend a course costing £230, which will enable her to complete the year-end without assistance from the accounting software provider. Typically, such assistance costs the Council £500, but future charges have risen to £700. Since the course is scheduled for next week, the Chairman reported that she had granted approval under her authority to approve expenditure up to £1000. Once completed, the Clerk will possess the necessary expertise to finalise the reports and figures required for the year-end, as well as the technical skills to close the year in the software. Subsequently, only a check-up costing £80.00 will be required. This initiative is expected to generate significant savings for the council on an ongoing basis.
- (iii) There have only been a few applicants for the Deputy Clerk role, and unfortunately, none of them possessed the desired qualifications or experience. The Staffing Committee discussed options and agreed to appoint an Administrative Officer instead. This decision stems from the expanding workload of the parish council and the necessity for the role to be office-based, allowing the individual to manage telephone calls and attend to visitors, relieving some of the workload from the Clerk.
- (iv) At the last meeting it was announced that SBC had written to the parish council seeking a higher rent for the depot space than had previously been agreed. The Chairman reported that with assistance from the Clerk she had gone back to SBC and the officer had apologised and agreed with the original lower figures. Cllr Heyes thanked for the Chairman for her hard work, and all Councillors agreed.

141. CORRESPONDENCE

Members considered correspondence received from a resident regarding the installation of additional CCTV at Redhouse Community Centre monitoring the surrounding public space.

RESOLVED

Members discussed the policy in place, which stipulates that CCTV installation is primarily for the security of premises and staff safety. After careful consideration, it was decided that the parish council would not be installing CCTV for the monitoring of public space or residential housing.

The Clerk was tasked with replying to the resident, informing them of the council's decision.

142. LOCAL GOVERNMENT BOUNDARY COMMISSION

The Chairman reported that a meeting had been held with a Borough Ward Councillor to discuss the parish council's response to the public consultation regarding new council wards and ward boundaries for Swindon Borough Council. The Chairman explained that it had been proposed that St Andrews Ward, which mirrors the boundaries of St Andrews parish, was split into two wards with the boundary being Eastbury Way and the two wards would be called St Andrews East and St Andrews West.

RESOLVED

To agree with the proposal by the Swindon Borough Council ward councillor that St Andrews would be split into two wards with each ward having 2 ward councillors to be called St Andrews East and West.

143. PARISH COUNCIL ELECTIONS

Members noted that Swindon Borough Council had now passed an order to harmonise all parish elections to May 2026. Members have had their terms increased to May 2026.

The Chairman reported an unfavourableness in co-opted councillors having to go an extra 2 years without an allowance even though they worked as hard as elected councillors. She is taking up this anomaly with the Elections. Officer at Swindon Borough Council.

144. COMMITTEES

- (i) Members noted the attached minutes of the following committees:
 - Staffing Committee 24th January 2024
 - Planning 2nd and 28th February 2024
 - Play Area 5th March 2024
- (ii) Members considered recommendations from the Play Area Committee to purchase equipment and surface repairs.
RESOLVED
 - a. To purchase from PolyBound surface repair materials for Buscott play area up to the value of £2,000.
 - b. To purchase materials from Sutcliffe to repair equipment at Warrener Close at a cost of £5,201.23
 - c. To contract Designs and Lines to paint MUGA lines on the surfaces at Brook Park and Buscott at a cost of £1,700.
- (iii) Members noted that the Youth Committee held an engagement meeting on Friday 16th January and received minutes of the meeting. Members agreed to publish information on the parish council website, directing residents to local groups and facilities.

145. ACCOUNTS

Members noted payments as attached in the Minute Book for January 2024 totalling £45,028.81.

146. WILTSHIRE AND DORSET FIRE AND RESCUE AUTHORITY

Members discussed the consultation on a proposed new community safety plan and agreed not to comment.

147. WILTSHIRE PENSION FUND

Members received a Draft Policy on Employer Covenant Risk from Wiltshire Pension Fund and agreed not to provide feedback.

148. REDHOUSE COMMUNITY CENTRE

Members consider Redhouse Community Centre bad debts.

RESOLVED

To write off debts totalling £97.00

149. DEPOT LEASE

Members discussed the terms and conditions of a new agreement for using Waterside Depot effective from 1st April 2024. It was agreed that the Chairman and the Clerk would review certain sections of the agreement to ensure clarity, as some parts were not entirely clear.

150. SWINDON BOROUGH COUNCIL PARTNERSHIP WORKING

The Chairman reported that there was no further update on the services SBC was wanting to hand over to parishes. Members discussed options but agreed until further information had been provided from SBC no decisions could be made.

151. COMMUNITY HERO AWARD

Members considered the nominations received for the Community Hero Award.

RESOLVED

To recognize Khaser Ali Khan as this year's recipient of the Community Hero Award.

The meeting closed at 9:26 pm

Chairman _____

Date _____