



# ST ANDREWS PARISH COUNCIL

## **DRAFT** Minutes of the Grounds and Play Committee Meeting

Held on

Wednesday 15<sup>th</sup> July 2026 at 7pm at

Redhouse Community Centre, Swindon, SN25 2NJ

**Councillors Present:** Cherie Adams, Daniel Adams, Atif Bukhari\*, Jake Chandler, Steve Heyes, Sue MacDonald, Paul Morris and Paul West

**Councillors Not Present:**

**Officer Present:** Louise Rose (Deputy Clerk) and Luke Jones (Operations Manager)

**Public Present:** 0

**1. APOLOGIES FOR ABSENCE**

None

\*Cllr Atif Bukhari arrived.

**2. ELECT A VICE-CHAIRMAN  
RESOLVED**

To Elect Cllr Cherie Adams as Vice Chairman

**3. DECLARATION OF INTERESTS**

None

**4. MINUTES  
RESOLVED**

That the Minutes from the meeting held on the 18<sup>th</sup> February 2026 be approved as a true record and signed by the Chairman.

**SWINDON BOROUGH COUNCIL (SBC)**

- (i) The Operations Manager gave an update stating that the Parish Council had received correspondence from SBC regarding Vaughn Williams Way and Truscott Avenue area stating that the Borough have completed the handover of this area from developers and it is their belief that St Andrews Parish Council should take on the maintenance of any associated highways verges. On the same correspondence received from SBC it stated that any further highway adoption would bring with them maintenance of the highways verges and that SBC expect the Parish to undertake this maintenance.
- (ii) **RESOLVED** to set up a meeting with SBC and for Chairman, Deputy Clerk and Operations Manager to attend. Cllr Daniel Adams to attend as a Borough Councillor.
- (iii) Members noted that we have received correspondence from SBC to confirm that they are continuing with procurement of a contractor to provide the weedkilling service including maps, spray routes and times.

**5. RESOLVED**

To bring Agenda Item 10 National Lottery Community Fund forward.

**6. NATIONAL LOTTERY COMMUNITY FUND  
RESOLVED**

- (i) To thank the Deputy Clerk for obtaining the grant from the National Lottery Community Fund I would say how much grant you received which will provide Brook

Park Infant with a new multi-unit and to thank the Operations Manager and his team for the installation of the new play equipment.

- (ii) It was noted that the project should be completed as per the application which is attached in the minute book.
- (iii) **RESOLVED** to hold an event celebrating the new play equipment once it has been installed and to delegate authority to the Deputy Clerk to set the date, arrangements and promote the event.
- (iv) **RESOLVED** that the Deputy Clerk and Chairman will perform the cutting of the ribbon.
- (v) **RESOLVED** to have a budget of £50 for refreshments.

#### 7. **KNIFE BIN LOCATION REVIEW**

- (i) Members noted that this item has been referred from Full Council who agreed for the knife bin to be relocated
- (ii) Members **RESOLVED** to contact the police to discuss a new location and bring it back to another meeting.

#### 8. **VEHICLE UPDATE**

- (i) Members received verbal update from the Operations Manager advising that the new Electric Vehicle is due the 22<sup>nd</sup> July 2026, the Tippers are delayed for 6 weeks minimum as there are problems with the bodies of the vehicles and the 4 x 4 is on order and hoping to come in November 26. Due to the delays the companies have agreed to pay for all the sign writing on the new vehicles.
- (ii) Members noted that damage has occurred to one of the mowers due to an isolated incident.
- (iii) Members noted that a personal injury claim has also been submitted against the Council, and the insurers have confirmed no further action is required.

#### 9. **PLAY AREAS**

- (i) Members received a verbal update from the Operations Manager regarding current projects stating that everything is on hold due to low staffing levels. These projects are replacement bins, gates to go in at Wallis Park. The circular bench will be installed at the same time as the new play equipment at Brook Park.
- (ii) Members received a verbal update from the Operations Manager regarding the ROSPA inspection. Out of 271 pieces of equipment there were no urgent actions. 29 pieces were given a rating of 'medium' but none of these are urgent and the plan is to start fixing them by the end of the month.
- (iii) Members noted current play area sheet

#### 10. **TREES FOR CLIMATE**

- (i) **RESOLVED** The Operations Manager and Cllr Daniel Adams will assess the open space at Addinsell Road in Redhouse for possibility of planting further trees.
- (ii) **RESOLVED** Cllr Jake Chandler to liaise with Operations Manager to look at planting more trees in Groundwell.

#### 11. **OPEN SPACES**

Members received and noted open spaces spreadsheet