



St Andrews Parish Council

Redhouse Community Centre, Frankel Avenue, Swindon SN25 2NJ

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DRAFT Minutes of the Full Parish Council Meeting
Held on Monday 9th September 2024 at 7:00 pm
at Redhouse Community Centre, Frankel Avenue, Swindon.

Councillors Present: D Adams, K Beyioku, J Chandler, M Friend, S Heyes, P Morris, V Tomlinson (Chairman)
Officer Present: Louise Rose (Administrative Officer)
Public Present: 1

AGENDA

- 23. APOLOGIES FOR ABSENCE**
Cllr Emma Faramarzi, Cllr Sue MacDonald and Councillor Paul West
- 24. DECLARATION OF INTEREST**
None
- 25. PUBLIC RECESS**
None
- 26. COUNCILLOR VACANCY**
Candidate only interviewed for the vacancy. It was decided that we would keep the vacancy open for the time being.
- 27. MINUTES**
To receive and approve the minutes of the last meeting held on 15th of July 2024.
RESOLVED
- 28. CHAIRMANS ANNOUNCEMENTS**
The Chairman reminded the Councillors that it is their responsibility to send apologies in advance saving expenditure when meetings are not quorate.
- 29. AGAR**
This was unanimously decided that it would be the first job for the Locum Clerk once appointed.
- 30. NEW OFFICE**
The Parish Council Office Working Group meeting will take place on Wednesday 25th of September at 2.30 pm.

31. CHAPEL FARM LAND

The Chairman will explore options for purchasing this land.

32. EXCLUSION OF PRESS AND PUBLIC

To RESOLVE that pursuant to the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed

33. OFFICE ADMINISTRATOR ROLE

The Office Administrator has passed her probation and will go up one scale point on the salary banding.

The Office Administrator has taken on extra responsibilities, and it was agreed that she would get a temporary increase in her pay whilst taking on these additional duties. The pay increase will be backdated to 01/05/24.

34. RCC MANAGERS ROLE

The Redhouse Community Centre has taken over the payroll for all The Parish and The Community Centre staff. As this is an extra responsibility it has been decided they will be paid the difference between their current hourly rate and the Clerk's hourly rate for the hours this takes.

The extended leave discussion was deferred to the Full Council Meeting in October.

35. REDHOUSE LAND

The Chairman reminded of her promise to the developer that the purpose of their goodwill gesture was to construct houses.

36. FIVE YEAR PLAN

The decision was made to formulate a task group to make a 5-year plan. The Councillors on the task group will be Cllr D Adams, Cllr J Chandler, Cllr M Friend, Cllr S Heyes and Cllr V Tomlinson (Chairman).

37. OCCUPATIONAL HEALTH

Deferred to October meeting to ascertain costs.

38. RICHARD HALESTONES REPORT

Swindon Borough Council is asking the Parish to take on more ground maintenance, including bushes, grass, and the central reservation of Thamesdown Drive. Parish Councillors have agreed to reject the current proposal. Councillors agreed to fight this all the way to keep costs down for parishioners.

39. LOCUM CLERK

Agreed to offer a candidate the role of Locum Clerk and agreed to pay the same as our current Clerk.

40. REPORT FROM COUNCILLOR PAUL WEST

The chairman asked for the wording of the grievance report to be altered as several councillors had said to her, that they did not believe she was guilty of the charges against her but the wording as written did not exonerate her completely. It left doubt in the reader's mind. Cllr Chandler did not want the wording to be changed but he wanted

3 items taken out of the report. The majority voted against the wording in the report to be changed 1 voted for and the chairman abstained and accepted the vote.

The report was agreed subject to the following amendments.

1. Hybrid working is possible, but discussions of the extent of remote working will be ongoing.
2. The arrangements for meetings will need to be decided upon between the clerk, chairman and vice-chair.
3. Email working throughout should not be mandated as not all Councillors are computer literate.