

MINUTES of St Andrews Parish Council meeting held on Monday 9<sup>th</sup> December 2024 at 7.30pm in the Redhouse Community Centre, Frankel Avenue.

PRESENT: Cllrs: Daniel Adams, Kola Beyioku, Jake Chandler, Sue MacDonald, Paul Morris, Paul West. Locum Clerk, Deborah Bourne; Grounds Maintenance Manager, Luke Jones; Admin Assistant, Louise Rose.

Also Present: Two members of the public.

### **Presentations and Public Question Time**

Mr Tim Howe gave a presentation about his project to get residents within the Swindon area to become more active. He arranges group activities within the Community to encourage everyone to build strength in their leg muscles and core; helping to protect against falls in later life. There will be several events in the coming months around the parish, it was agreed that the dates could be published on the Council Face Book page and links added to the Council website. There will be a cost of £35 for each person taking part in these activities.

Mr Vince Williams asked if the Council website could be updated, there are sets of minutes not currently available. The Locum Clerk will follow this up.

Cllr Daniel Adams and Cllr Jake Chandler, as Borough Councillors, gave an update on matters relating to Swindon Borough. Cllr Jason Mills, who is the third Borough Councillor representing St Andrews, did not attend the meeting.

There were no chairman's announcements. It was requested that Agenda item listed as "Three Month Review" be discussed after press and public have been removed. RESOLVED to discuss Appendix B after Press and Public have been asked to leave.

### **63 Apologies for Absence**

Apologies for absence were received from Cllrs Emma Faramarzi, Mary Friend, Steve Heyes, and Council Chairman Vera Tomlinson.

Cllr Jake Chandler, as vice, chaired this meeting due to the absence of the Council Chairman.

### **64 Declarations of Interest**

There were no Declarations of Interest in items on this agenda. Members were reminded they could declare an interest at any time during the meeting if necessary.

### **65 Minutes**

The Minutes of the Full Council meeting held on Monday 11 November 2024 were approved as a true record of the decisions made and duly signed by the chairman.

### **66 Committees**

Verbal updates were given by the committee chairmen or other representatives in their absence.

Committees are:

- Grounds Maintenance/Play Areas
- Planning
- Staffing
- Youth
- Parish Council Office Working Group

#### 67 **Councillors Projects**

A general discussion was held to update the council on projects individual councillors have taken an interest in.

Cllr MacDonald has been working with the landlady at the Jovial Monk to provide community activities like "Warm Spaces".

Cllr Adams and Cllr Morris wished to develop and encourage the youth demographic.

Cllr Kola Beyioku and Cllr West would like to see Annual Events like Litter Picking.

Cllr Chandler has been cleaning highways signs close to his home.

Members were also reminded that there will be a tree planting session sometime near the middle of January for the Trees for Climate project being run jointly with Swindon Borough and the Great Western Community Forrester. A Trees for Climate meeting will be held on Monday 13 January 2025, at 7.00pm.

#### 68 **Accounts**

The Council noted the recent Accounts paid, as shown on schedule tabled at meeting.

#### 69 **Budgets**

Members were reminded that the budget for 2025/26 must be confirmed at the January meeting. The Grounds Maintenance Committee have been working on their part of the budget, other committee chairs were asked to speak to officers about other budget headings. It was agreed that for the initial informal discussions' meetings should be held via TEAMS. There will be no Council decisions made at these meetings and the budget and precept can only be set lawfully by the Full Council meeting in person and in public session.

#### 70 **Forward Planning**

The Locum Clerk presented a written report considering ways in which the Council can now choose its direction for the future. It is recommended that the Council undergoes a period of consolidation. Take some time to reflect on past issues in order to move forwards in a positive way.

RESOLVED to meet via TEAMS on Thursday 12<sup>th</sup> December 2024 at 1.00pm to reflect and consider the rationale for this period of consolidation. The meeting will also help to focus thinking processes.

71 **Exclusion of the Press and Public**

RESOLVED to require members of the press and public to leave the meeting to allow for discussion of establishment, property and finance matters. Consideration of these matters in public would be prejudicial due to the confidential nature of the business to be transacted.

72 **Review of last three months**

This item has been moved from earlier within the agenda. The written report was presented by the locum clerk. Councillors were invited to ask questions.

Members thanked the locum clerk for producing the report, which was noted.

73 **Staff Salaries**

It was noted that, for staff being paid on “Green Book” terms there had been an increase in each Spinal Column Point. Calculations have been carried out to enable staff members to receive monies owed due to the agreement being back dated to April 2024. It was also noted that not all staff members are paid on the same pay scales, RCC staff received no increase in their hourly rates.

74 **Staff Changes**

The Locum Clerk updated the Council on current staff situations affecting their work at St Andrews PC.

75 **Employment of Locum Clerk**

RESOLVED to extend employment of the Locum Clerk. The extension will include the position of Responsible Financial Officer and hours will be increased to 30 (thirty) per week, over four days: Monday -Thursday 7.5 hrs daily. This will be reviewed after six months (June 2025). A one-month break clause will be added to give either side the opportunity to give notice of early termination of the contract.

76 **Date of Next Meeting**

The next Full Council meeting will take place on Monday 13<sup>th</sup> January 2025, commencing at 7.30pm in the Redhouse Community Centre, Frankel Avenue.

The meeting closed at 9.30pm.

Signed : .....  
Chairman