

Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 8th December 2014
In Covingham Park Primary School, The Harriers, Covingham

Present: Cllr Curtis, Cllr Foss, Cllr Haigh, Cllr Wichall, Cllr Osbourn, Cllr Sandle, Cllr Benfield

In attendance:

Gemma Cheal (parish clerk), members of the public

- 1. Apologies:** Received from Cllr Short.
- 2. Declaration of Interests:** None.
- 3. Approve and sign the minutes of the meeting held on 10th November 2014**
Minutes of the meeting held on 10th November 2014 were approved and signed as a true and accurate record.

4. Matters arising from the previous minutes

Cllr Curtis reported that she had checked up on the issue previously noted on the trolleys believed to be from Morrisons in the stream. Morrisons had not received any reports of this issue. Supposedly, the trolleys from Morrisons cannot leave the car park, although it does not appear to be the case. Cllr Osbourn also informed members that he had reported the problem to Morrisons. Cllr Curtis and Cllr Osbourn agreed to monitor the issue.

5. Public forum:

2 members of the public were in attendance. Mr Goodenough asked about the publication and availability of committee reports to aid transparency. The comment was noted by councillors and would be taken into consideration with future committee reports.

6. Clerk's Report

Members received and noted the following report from the Clerk:

Resignation of Cllr Parry
Further update to be given by the Chairman at the December Parish Council meeting.
Update on Groundsman Vacancy
An advertisement has been placed in the Swindon Advertiser, our Parish website and on the notice boards. 28 applications have been received to date. Further update to be given at the December Parish Council meeting.
VAT Refund
Currently waiting for our requested refund of £3,215.92.
Play park equipment update
Replacement fixings have been ordered. Delivery is expected to be by the end of next week (week beginning 8 th December). Terry can then fit the replacement triangular play equipment. The play park inspector (Rospa) has arranged to postpone the inspection until after the play park equipment has been installed.
Meeting with Chair of Finance
I met with the Chair of the Finance Committee this month to discuss the budget for the next financial year and the precept. There is an item on the agenda to formally adopt the budget and precept at the December Parish Council meeting. Councillor Benfield will give further information at the December meeting.
Leaving gift for Terry (Parish Groundsman)
I would like to invite Terry to the January Parish Council meeting in order for us to thank him for his work and to present him with a small leaving gift. I hope that councillors agree to this idea.

Shed/store Roof – Update from Terry (Groundsman)

Terry has covered 1/3 of the roof with new sheeting. This has helped the problem, although it has not totally solved it. Terry has asked for £47.74 (discounted price) to complete the job. I will raise a cheque for this amount to be agreed and signed at the December Parish Council meeting to enable Terry to complete the job before he leaves.

Letters sent this month:

SBC property services, regarding the lease of the land at Covingham Park and Smitan Brook.

Hometruths, outcome of the grant request

Kevin Parry, thanking Kevin for his service on the Parish Council

SBC Planning (copy to Ward Councillors), objection to fast food van planning application

Members discussed the idea of purchasing a leaving gift for Terry Young, Parish Handyman and resolved that it would be in order to purchase a leaving gift.

7. Verbal Update from the Chairman

Cllr Osbourn reported that a letter of resignation has been received from Cllr Parry. The Clerk has written a letter of response.

Cllr Osbourn reported that he has spoken with Cllr Short regarding payment for the drainage works at Covingham Park. Swindon Borough Council confirmed with Cllr Short that payment for the drainage works will not fall on the Parish Council. Some remedial work is still required. This can be done in the spring.

The skate park equipment has now been moved, in consultation with the local children. Some discussion took place regarding the alignment of the equipment. Cllr Osbourn confirmed that the alignment will be monitored and adjusted again if necessary.

Cllr Osbourn received an email from Neighbourhood Watch asking if we can be vigilant in our capacity regarding care and safety of the elderly in the Parish at this time of year.

8. Police Matters

No report received this month, despite a polite request from the Clerk.

9. Reports from Parish Council Committee Chairs:

- Environment Committee (Chair Cllr Sandle):

Cllr Sandle informed members that there was no report from the Environment Committee at the time of producing information for the meeting. Since that time, there has been an update regarding the purchase of the new trees for Covingham which are scheduled to be delivered in the second week of January. One enquiry has been received from a member of the public regarding contact details for the new Nythe and South Marston allotments.

- Finance Committee (Chair Cllr Benfield):

Cllr Benfield reported that correspondence has been received from Swindon Borough Council regarding Precept and related matters. The Parish Council need to submit a response to Swindon Borough Council by 30th January 2015.

- Highways and Recreation (Chair Cllr Short):

No report this month.

- Parish Plan Committee (Chair Cllr Curtis):

Members received and noted the following report from Cllr Curtis:

A coordinated response was undertaken to a planning application for the siting of a hot food vending van in Covingham Square. Letters were prepared and delivered to the residents of Larksfield and Covingham Square for the individuals to oppose the application. A formal response was submitted from the Parish Council to Swindon Borough Council's Planning Department with reasons for the objection, requesting that the application be refused. The Dorcan and Covingham Borough Councillors were also asked to intervene in the planning process to ensure that the application was given due consideration and not be approved through delegated powers. I am pleased to report that it was to be refused under delegated authority.

The Parish Council has received a 'Notice of Revised Plans' for S/OUT/14/0253 – the employment site referred to as 'The Hub'. The Parish Planning Committee are giving it due thought as to whether a further response needs to be made to the original comments submitted in March 2014.

Members agreed that no further comments need to be made for this notice.

- Covingham Flood Group Report (Cllr Curtis on behalf of the Flood Group):

Members received and noted the following report from Cllr Curtis: The core flood group have met since the multi-agency meeting to review the Flood Action Plan and to discuss the way forward.

The group has asked the Environment Agency to provide more detailed information to enable us to have a greater understanding of the flood maps.

Discussion was held with a view to identifying possible upstream attenuation sites. The group will provide any suggestions to the agencies at the next meeting due to be held on 19th January.

As previously recorded **ALL** sewerage incidents need to be reported to Thames Water immediately. They can be contacted on **0800 316 9800**

The Environment Agency's flood line 24 hour service can be contacted on **0345 988 1188**

River levels can be viewed on the Environment Agency website or via 'Google' *environment agency river levels Dorcan brook*

The Covingham Flood group can be contacted via email – Covinghamfloodgroup@gmail.com

10. Planning Matters

- **Application Number:** S/14/1966
- **Re:** Erection of a two storey side and single storey rear extension.
- **At:** 5 Martinfield, Covingham Swindon SN3 5BA
- **Outcome:** No objections.

Notice of Revised Plans received for: S/OUT/14/0253

- **Re:** Outline application for employment development including B1b (research and development/light industrial), B1c (light industrial), B2 (general industrial) and B8 (warehouse and distribution), new landscaping and junction to A420 (means of access not reserved)
- **At:** Eastern Villages South, Land at and to the south of A420 (Great Stall Middle), Swindon
- **Outcome:** No further comments.

11. Financial Matters

- Approve financial summary and cheque list: Approved and signed.
- Approval of budget and precept for financial year 2015-16: Members resolved to defer this item until the quarter 3 finance statement is produced in January. Members of the Finance Committee agreed to meet in January. This will be an agenda item again in January.
- Consider any grant requests received (current grant money available £575): None received.

12. Correspondence

Members noted the following received correspondence:

Received from	Subject
Various	Letters/CVs for the Parish Handyman vacancy
Kevin Parry	Letter of resignation
Swindon Borough Council	Notice of electricity works
Swindon Borough Council	Precept and related matters (deadline for response 30 th January)
The Wiltshire Bobby Van Trust	Letter of thanks for grant received

13. Matters for consideration

Cllr Foss asked whether or not the school would need to seek planning permission to replace a fence that is not more than 2m high. Councillors did not think planning permission would be required, although the school should check advice on the Swindon Borough Council planning website to make sure.

Cllr Haigh updated councillors on the flower boxes for Tealsbrook in Covingham. The boxes have been manufactured using recycled pallets and are ready to be installed.

Cllr Haigh commented on the previous note in the minutes and in the Handymag concerning the responsibility of the land owners in the Parish to make safe any dangerous walls. Cllr Haigh has spoken directly to some of the home owners themselves and reported that the issue is in hand.

Members noted that Cllr Haigh is currently having a problem with a rat infestation as the rats are in the sewers.

Cllr Wichall reported that markings had appeared on the pavements along Kingfisher Drive, and around St-Paul's and was curious to know what they are. Members discussed the markings and thought that they could be survey markings.

Cllr Wichall also pointed out that there appears to be poor line of sight for pedestrians attempting to cross by the Morrisons roundabout, and although there is a central refuge in Dorcan Way, Cllr Wichall is of the opinion that it is only a matter of time until there is a serious incident here due to the speeds that some drivers travel along Dorcan Way.

Councillors agreed to write to Swindon Borough Council regarding safety concerns.

Cllr Benfield has now received a copy of the duties carried out by the Handyman from Terry Young and will be producing a list of essential and desirable skills to help shortlist applications for the Handyman vacancy. Cllr Osbourn confirmed that a CRB check is not required for the Handyman.

Meeting closed at 20:35.

Signed (Chairman):