

Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 12th January 2015
In Covingham Park Primary School, The Harriers, Covingham

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

In attendance:

Gemma Cheal (Parish Clerk), Terry Young, John Ricketts (Parish Handyman), members of the public

1. Apologies

Received from Cllr Davis.

2. Declaration of Interests

None declared.

3. Presentation to Terry Young, former Handyman for Covingham

The Chairman thanked Terry Young for attending the meeting and presented him with an engraved plate as a thank you from the Parish Council for his excellent service over the last 9 years for the Parish Council. Terry agreed that a photograph could be placed in the Handymag.

4. Approve and sign the minutes of the meeting held on 8th December 2014

Minutes of the meeting held on 8th December 2014 were approved and signed as a true and accurate record.

5. Matters arising from the previous minutes

Cllr Curtis reported that there is now another trolley in the stream.

6. Public forum

No questions or comments from members of the public.

7. Verbal Update from the Chairman

- Appointment of new Handyman

Cllr Osbourn informed members that after interviewing 2 candidates for the Handyman vacancy, a new Handyman has been successfully appointed. Cllr Osbourn introduced John Ricketts, the newly appointed Handyman for Covingham. Members welcomed John and discussed protective work clothing required for the role. Members agreed unanimously for new protective clothing to be purchased for John.

8. Clerk's Report

Members received and noted the following report from the Clerk:

Update on Groundsman Vacancy

Shortlisting for the Groundsman vacancy has taken place. 36 applications were received in total. 4 candidates were shortlisted. Interviews took place on Monday 5th January and a new Groundsman has been appointed. The Chairman will provide a full update at the January Parish Council meeting.

Terry Young has agreed to fully handover to the new Groundsman and will spend two days working alongside him. He has also agreed to provide further help if required. Terry has also kindly agreed to do a litter pick on the parks in Covingham on Friday 9th January.

Terry will be in attendance at the January Parish Council meeting as discussed and agreed in

December.
Meeting dates 2015 The Clerk has emailed all councillors a list of Parish Council meeting dates for 2015.
VAT Refund VAT refund for the amount of £3,215.92 has now been received.

9. **Police Matters** (Update from local neighbourhood policing team)
No report received this month. The Chairman agreed to contact Local PCO Stefan Watts to follow this up.

10. **Local Flooding on Covingham Park**
Members noted that a number of complaints had been received regarding a build-up of water on Covingham Park, despite improvement works being carried out. Members noted issues with dogs diving into the water. Cllr Short has spoken with Bernie Brennan at Swindon Borough Council to explain the problem and will be meeting with Bernie on 14th January.

11. **Reports from Parish Council Committee Chairs:**

- Environment Committee (Chair Cllr Sandle):
At the time of compiling reports for the meeting, Cllr Sandle had nothing to report. It has since come to the attention of Cllr Sandle that 2 trees on Covingham Park require support as they are bending. John Ricketts (Parish Handyman) agreed to have a look at the problem. Cllr Sandle reported that to date, Swindon Borough Council have not planted the replacement trees ordered by the Parish Council. Members noted that spring bulbs are starting to come out.

- Finance Committee (Chair Cllr Benfield):
No report this month. Discussion to follow under agenda item 13 'Finance' regarding budget and precept for the financial year 2015-16.

- Highways and Recreation (Chair Cllr Short):
Cllr Short will be raising the issue with Swindon Borough Council about the lack of a schedule of works for Covingham. Members noted that this is a Borough wide issue. The Clerk pointed out the wide cracks on the paths around Covingham Park that are particularly hazardous and require improvements as a matter of urgency. Cllr Short agreed to re-raise the issue with Swindon Borough Council.

Cllr Short reminded members that Cllr Davis used his own heavy duty transport to move the skate park equipment recently. If the Parish Council had paid for the hire of transport to move the equipment, the cost would have been expensive. Members asked Cllr Short to express their thanks to Cllr Davis.

- Parish Plan Committee (Chair Cllr Curtis):
No report this month.
- Covingham Flood Group report (Cllr Curtis):
Cllr Curtis reported that the next multi-agency meeting is scheduled for Monday 19th January. A full update will follow.

12. **Planning Matters**

Application Number: S/14/2099
Proposal: Erection of an additional 11,000 litre vertical liquid nitrogen tank and the installation of an external solvent recovery unit and associated works.
Location: Patheon Building, Kingfisher Drive, Covingham, Swindon, SN3 5BZ

DECISION: No objection. **ACTION:** Clerk to write to Patheon to thank them for their continued support and investment in Covingham.

13. Financial Matters

- **Approve financial summary and cheque list:** The financial summary and cheque list were approved, subject to an amendment to cheque number 2311.
- **Receive Q3 budget statement:** The Q3 budget statement was approved by members.
- **Approval of budget and precept for financial year 2015-16:** The finance committee met prior to the Parish Council meeting to discuss the budget and precept requirement for the financial year 2015-16. The committee proposed for the precept to remain at £36,300 for another year. Members agreed the budget and unanimously agreed for the precept to remain at £36,300 for the financial year 2015-16.
- **Consider and grant requests received (current grant money available £575):** No grant requests received this month.

14. Correspondence

Members noted the following received correspondence

Received from	Subject
Swindon Borough Council	Parish Emergency Plans Forum

The Chairman informed members that it had taken months for Cllr Foss to complete a first draft of an Emergency Plan previously, and it was found that this plan would need updating every month due to various changes (movement of residents etc). The Chairman also pointed out that Swindon Borough Council would find and should know that the Emergency Services (Fire, Ambulance, Police and even the Life Guard Services) will have their own Emergency Plan in place, which would be updated when required by these services.

Members noted the amount of work that was previously involved in compiling the information required for an Emergency Plan, in particular with risk management information, and decided not to take it any further at this time.

15. Matters for consideration

Members noted changes to the format and schedule of the Eastern Locality meetings and discussed whether or not Parish Council minutes should be sent. Members noted that minutes are already sent to Ward Councillors.

Meeting closed at 20:23.

Signed (Chairman):