

Covingham Parish Council

Minutes of the Annual Meeting of the Parish Council held on Monday 11th May 2015
In Covingham Park Primary School, The Harriers, Covingham

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

In attendance:

Gemma Cheal (parish clerk), members of the public

1. Election of the Chair

Cllr Osbourn was elected unanimously to remain as Chairman.

2. Election of Vice Chair

Cllr Benfield was elected unanimously to remain as Vice Chairman.

3. Declaration of Interests

None.

4. Apologies

Received from Cllr Davis, Cllr Short and Cllr Hayward.

5. Approve and sign the minutes of the meeting held on 13th April 2015

Minutes of the meeting held on 13th April 2015 were signed as a true and accurate record.

6. Matters arising from the previous minutes

Item 4 'Improvement works to Covingham Square': Members agreed for Cllr Benfield to contact Ward Cllr Parry as Ward Cllr Parry had failed to state which year the works will be completed. Members agreed for wording to go in the Handymag.

Item 15 'Matters for Consideration' regarding issue with the removal of a boundary fence at Sandpiper: Cllr Osbourn informed members that an Environment and Planning Officer has inspected the area and will decide on any necessary course of action within the next few days.

Cllr Curtis will work on a Parish Plan for Covingham and will circulate wording for comment to councillors in due course.

7. Public forum

No questions or comments.

8. Clerk's Report

Members received the following report from the Clerk:

Precept Payment
We have received our first Precept payment of £20,399.50.
Parish Council Insurance
Our Parish Council insurance is up for renewal on 1 st June 2015. We have been insured by Aon for several years now. I have included an invoice in this month's payment schedule for approval.
Wiltshire Association of Local Councils (WALC) Membership
We have been asked to pay our annual membership fee with WALC. Just in case you are unsure of what we are paying for: WALC provide advice and support for Parish Councils. They also provide training for Clerks and Councillors, as well as updating Parish Councils on legal matters that require our attention. I have included a cheque in the payment schedule for this month for approval.
Audit update

I am currently compiling financial documentation to pass to the internal auditor.

Dog Waste Service Monitoring

I have written to Lee Wells to explain the decision taken by the Parish Council in April to pay the invoice for the dog waste service for March, less the 2 weeks when the bins were not emptied. I am pleased to report that the bins have been emptied weekly in April.

Report from Handyman for April

1. Replaced 16 rivets on skate board ramps
2. Removed Sainsbury's trolley from Kingfisher Drive
3. Removed "Homesense" trolley from Kestrel Drive
4. I have collected a significant number of NO2 cartridges from the 2 parks, St Pauls Drive & Kingfisher Drive. 19 in total this month. I presume used as an inhalant.
5. Removed blockage from Dorcan Stream, at Sandpiper play area
6. Reported large blockage of the feeder stream at Partridge Close, to the Environment Agency, who cleared it within 2 hrs
7. Collected wood for planters, denailed it, and prepared it ready to make more planters. Stored in garage at home.

Signed: John Ricketts

Date: 30th April 2015

Members noted a litter report from the Parish Handyman.

Members were particularly concerned about number of NO2 cartridges reported by the Handyman and noted that this has been reported to the local Police Officer for the area.

Members noted concerns of some local residents about anti-social behaviour on the footpaths between Dovetails and Tealsbrook. ACTION: The Clerk will write to the Police from the Parish Council.

9. Verbal Update from the Chair

No update required.

10. Police Matters (Update from local neighbourhood policing team)

No report from the Police this month.

11. Appointment of Roles and Committees

Members agreed unanimously to appoint the following Committees (including Chairperson of each Committee)

Responsibility	Persons agreed
Chairman	Cllr Osbourn
Vice Chairman	Cllr Benfield
Press Officer	Cllr Benfield
Environment Committee (including Allotments)	Cllr Sandle (Chair) , Cllr Benfield, <i>Cllr Hayward</i> , Cllr Curtis
Finance Committee	Cllr Benfield (Chair) , Cllr Haigh, Cllr Sandle, Cllr Wichall, <i>Cllr Short</i>
Recreation Committee	(Chair Cllr Osbourn and Cllr Haigh) <i>Cllr Fitchett, Cllr Wichall, Cllr Curtis, Cllr Davis, Cllr Foss</i>
Parish Plan/Highways Committee	Cllr Curtis (Chair) , <i>Cllr Wichall, Cllr Short</i> , Cllr Haigh

Reports from Parish Council Committees

- Environment Committee (Chair Cllr Sandle)
Members received the following report from Cllr Sandle:

Street Boxes

Our Handyman has kindly collected the wood donated by a local resident which is in storage until required. The Handyman will commence making the other three boxes when given the ok.

Current boxes are looking good, a few seeds & blubs which were planted at the same time as pansies are now showing signs of appearing. The Handyman has kindly agreed to water these boxes on a regular basis for us. Members agreed for 5 more boxes to be made by the Handyman.

The Manager of Morrison, who Cllr Benfield spoke to regarding the possibility of adopting/sponsorship for the two boxes, no longer is employed by Morrison's. So I am pleased that it was agreed, at April's meeting that a new cost centre will be set-up to cover the maintenance of the boxes in the future.

Sunflower

Sunflower seeds have been delivered to Covingham School, I personally feel this may be too late to enter them into our sunflower competition, as judging would have to take place in July –end of the school term, not giving sunflowers enough time to grow & us enough time to judge & award prizes etc. Councillors agreed to organise with the school next year as it may now be too late in the season for planting.

Cllr Benfield & I have planted & supported twelve Sunflowers, against the wall nearest the entrance to Kingfisher Drive, Dorcan Way end. - 6 on both sides. However, we do have some concerns whether they will thrive, as we were unable to dig very deep & the ground was very stony due to the walls footings. We will monitor the sunflowers development & should we feel they are established, we will plant the same amount against the wall at the other end of Kingfisher Drive.

Cllr Haigh informed members that some of the fairly new trees in Covingham require support and suggested a tree inspection. Members noted that the Handyman reported large branches that have broken off some of the trees. Members also noted epicormic growth once again.

ACTION: Cllr Sandle agreed to carry out an inspection of the trees.

Cllr Sandle welcomed suggestions or comments from Parish Councillors and was thanked for her work.

- Finance Committee (Chair Cllr Benfield)
Cllr Benfield informed members that a meeting will take place with the Clerk to adjust the cost-centres to reflect maintenance of the flower boxes.
- Recreation Committee (Chair Haigh and Cllr Osbourn)

Item 10 'Adult Exercise Equipment Update': Cllr Haigh reported that progress has been made since members reviewed brochures for the equipment in April. Company site visits have been arranged on Monday 18th and Tuesday 19th May at 11am on both days. Cllr Haigh noted that members had previously agreed a price of approximately £9,000 for the purchase and installation of the equipment and has used this figure as basis for discussions on the various options with the companies. Members noted that there are 9 different pieces of equipment in 2 groups at the park on Quarry Road in Old Town which works well.

Members discussed the possible location of the adult exercise equipment and agreed to install the equipment on Covingham Park initially with a view to consult the residents at Smitan Brook to see if

they also would like some equipment. Cllr Haigh and Cllr Osbourn will continue to gather information to report back to the Parish Council.

- Parish Plan/Highways (Chair Curtis)

Cllr Curtis informed members that the Parish Council has received a 'Request for EIA Scoping Opinion for proposed development' at Redlands Farm. Cllr Curtis has discussed the request with the Chair of Wanborough Parish Council. Members noted the letter of response sent to the Borough from Wanborough Parish Council and agreed entirely, with the addition of wording around the possible traffic problems for Covingham. ACTION: Clerk to write letter of response on behalf of Covingham Parish Council by 12th May.

12. Planning Matters

Application Number: S/15/0608

Re: Erection of first floor front/side and two storey rear extensions.

At: 25 Robinsgreen, Covingham Swindon SN3 5AY

Comments No objection

Application Number: S/15/0611

Re: Erection of single storey rear extension.

At: 37 Cornmarsh Way, Covingham Swindon SN3 5DG

Comments No objection

Application Number: S/15/0602

Re: Erection of single storey side and rear extensions.

At: 13 Falconscroft, Covingham Swindon SN3 5AF

Comments No objection, however the Parish Council would like to ask whether neighbouring properties were consulted.

The Clerk read a letter received from Swindon Borough Council regarding 'Change of use of car park to site for hot food vending van at Car Park, Covingham Drive, Covingham, Swindon'.

ACTION: Members resolved to send original comments made back to Swindon Borough Council.

Flood Group Update:

Members noted and received a Flood Group update from Cllr Curtis. Members noted that a multi-agency meeting was held on 20th April 2015. The next objective of the flood group is to try and start some communication with the residents of Covingham. Members noted that although the flood group has an email address, they have not received one single email from a Covingham Resident. Members also noted that the Flood Group report in the local Handymag.

13. Financial Matters

- Approve financial summary and cheque list
The financial summary and cheque list were approved and signed.
- Consider and grant requests received (current grant money available £1000)
(Request received from Bobby Van Trust)
Members resolved to give £100 to the Bobby Van Trust due to the support they give to the residents of Covingham.

14. Correspondence

Members noted the following received correspondence

Received from	Subject
Swindon Borough Council	Change of use of car park to site for hot food vending van at Car Park, Covingham Drive, Covingham, Swindon (see comments under 'Planning Matters'.

15. Matters for consideration

Cllr Benfield proposed for a flyer to be produced on behalf of the Parish Council to be distributed to residents of the new Redrow estate as an introduction into the area.

The flyer could mention about joining the Parish Council. Members previously agreed that the Parish Council would like Swindon Borough Council to bring the area up to standard before any dog waste bins etc. are installed.

ACTION: Members agreed for Cllr Benfield and Cllr Curtis to meet to design a flyer for residents of Redrow, for approval at the June Parish Council meeting.

Meeting closed at 21:07.

Signed (Chair):