

# Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 6<sup>th</sup> March 2017  
In Covingham Park Primary School, The Harriers, Covingham

---

**Present:** Cllr Osbourn (Chair), Cllr Benfield (Vice Chair), Cllr Sandle, Cllr Kennedy, Cllr Hawkes, Cllr Curtis, Cllr Short, Cllr Foss, Cllr Paginton, Cllr Wilkinson, Cllr Bacon, Cllr Haigh

**In attendance:** Gemma Cheal (Parish Clerk), members of the public

**1. Apologies**

None received.

**2. Declaration of Interests**

Cllr Foss declared a non-pecuniary interest in Item 14, Financial Matters, reference Grant request from Covingham Park Primary School.

**3. Approve and sign the minutes of the meeting held on 6<sup>th</sup> February 2017**

Minutes of the meetings held on 6<sup>th</sup> February 2017 were approved and signed as a true and accurate record of the meeting.

**4. Matters arising from the previous minutes**

None.

**5. Public forum**

No comments or questions from member of the public.

**6. Clerk's Report**

Members received the following report from the Clerk:

**Further purchases following play park inspection reports (agreed November 2016 Parish Council meeting):**

- Slam plate for play park gate.
- Swing chains (wrong size previously delivered).

**Handyman Report**

Key notes to report from John this month:

1. Removed 7 N02 cartridges across Covingham
2. Replaced end caps, installed new swings (though chains too short) in play areas, put old swings back awaiting new chains
3. Re-tightened bolts on "slider adult exercise equipment" again
4. Installed new "triangle" on climbing frame with Stuart (thank you!)
5. Litter picked Gibbs Close
6. Litter picked Martinsfield & Swallowdale
7. Painted and installed flower boxes at Cornmarsh
8. Re-installed Dog bin in Covingham Park
9. Replaced litter bin on Dorcan Way
10. Replaced litter bin in St Paul's Drive
11. Replaced 1 rivet in Skate board park
12. Removed 4 syringes from Smittenbrook / Dorcan Way

Signed: John Ricketts

Date: 28th February 2017

**Parish Van**

The Parish Van has been taxed for a further six months (details shown on Finance Statement for March).

**Actions completed from February PC Meeting:**

- I have contacted the organiser of the keep fit group regarding parking around Covingham Park and politely asked for members of the public to use car park by Covingham Shops. The lady concerned was sorry for any inconvenience caused and immediately contacted all of her clients to make the request. Hopefully this will resolve the problem.
- I have contacted dog waste contractor asking him to park up and empty bins due to rutting on Covingham Park.
- S/OUT/16/0021 (Redlands planning application) – original response resubmitted to SBC with a request to note response on the Borough Planning website.

**Comments on Clerk's Report:** Members noted that Cllr Hawkes will attend the next meeting of the Swindon Area Committee Meeting (SAC) scheduled for 16<sup>th</sup> March 2017.

**7. Verbal Update from the Chairman**

The Chairman informed members that he had recently spoken with Police at Swindon Gablecross and had commented on the lack of Police representation at Parish Council meetings. The Police will be looking into this matter.

**8. Automatic enrolment pension scheme. Implications for Covingham and next steps:**

The Clerk informed members about automatic enrolment for workplace pensions, and correspondence received from the Pensions Regulator detailing the staging date for Covingham Parish Council and next steps. The Clerk requested 3 quotations from pension companies for comparison; however the responses received were vague and varied greatly. Members discussed the quotations received and agreed that a conclusion could not be made based on the information received. Various options were discussed, including approaching Swindon Borough Council to enquire about the Wilts County Council Pension scheme. It was also noted that professional, financial advice may be required. After discussion, **members resolved** for Cllr Hawkes to raise this as an item for discussion at the next Swindon Area Committee meeting and will report back to members on the outcome of discussion (ACTION CLLR HAWKES).

**9. Transfer of Services: Receive draft legal deed and accompanying correspondence from Swindon Borough Council and agree response.**

Cllr Curtis updated members on 2 meetings that had recently taken place for the rural parishes which included attendance of Swindon Borough Council Officers. The meeting purpose was to discuss the legal deed from SBC. The advice from the group Leaders is that the deed is not currently fit for purpose and should therefore not be signed. A further meeting is scheduled with Stephen Taylor, Head of Law and Democratic Services. Members noted the legal deed received from Swindon Borough Council and were unsatisfied with the break clause and the indemnity clause. Members raised serious concern that the transfer of ownership of the parks to Covingham Parish Council had not been included, although this was something that Kirsty Cole (previous Head of Finance and Change at SBC), had talked about. **Members unanimously voted** to reject the deed. Members agreed for the schedule of works to commence (grass cutting, road sweeping, hedge cutting) in the meantime. Cllr Curtis will provide an update following the next meeting of the rural parishes and Stephen Taylor. Members noted that SBC will maintain the fly tipping service.

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

No report from the Police this month.

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

- Environment Committee (Chair Cllr Sandle):

Cllr Sandle thanked everyone that helped with the bulb survey that had recently taken place. The autumn bulbs are growing and crocuses have not been affected by the new cycle path. Members discussed future improvement works for the crescent area in Covingham Square. The area may need to be dug over, ready for planting. Members discussed the idea of a low fence to maintain the area.

Cllr Sandle discussed the possibility of installing a plaque for the new Christmas tree in the Parish and has received a quote. The Clerk agreed to put this as an agenda item for the April Parish Council meeting (ACTION CLERK). Cllr Sandle noted that the Christmas tree appears to be leaning slightly.

- Finance Committee (Chair Cllr Benfield):

Cllr Benfield informed members that the Clerk will hopefully be in a position to circulate the 4<sup>th</sup> quarter finance statement in time for the April Parish Council meeting.

- Recreation (Chair Cllr Haigh):

- Update on Covingham Park bollards:

Cllr Osbourn informed members that Ward Councillors are now requesting a financial contribution from the Parish Council towards the cost of the bollards, despite previous comments to the Parish Council that the bollards would be free of charge. Cllr Osbourn informed members that he has looked into the alternative solution, of using earth mounds as a preventative measure and confirmed that a license would not be required. Members pointed out that progress cannot be made until a plan to include costings has been drawn up professionally. Local residents will also need to be consulted. ACTION CLLR OSBOURN/CLLR HAIGH: To progress further and report back to Parish Council. Cllrs Osbourn and Haigh also commented on the idea of a kicking wall for the Parish and met with a company representative to discuss the idea on site at Covingham Park. No costings have been received to date.

- Parish Plan/Highways Committee (Chair Cllr Curtis):

Members received the following report from Cllr Curtis:

Cllrs Paginton, Hawkes and Curtis attended a meeting with two SBC planners and transport planner re. the New Eastern Villages (NEV) on 23 February 2017. An infrastructure partners event was held at the end of January to stimulate further involvement. Representatives from Thames Water, Network Rail, Highways Authority, BT Openreach, new Thamesdown transport provider and Stagecoach attended. In real terms, there appeared to be little change in the status of the planning applications discussed at previous meetings. Transport – Business case for funding of £48.7m progressing. Department of Transport visiting Swindon in March and will travel around the NEV area and White Hart roundabout. Background traffic model should be completed in March with public consultation around September. Currently protracted negotiations are ongoing for Section 106 monies due to Dept. of Transport bid as the decision can make a big difference. Southern Connector Road – Archaeological finds here are the biggest issue which may result in the route being moved. The possibility of a visitor centre is being discussed due to the amounts of finds ‘discovered’ during excavations. White Hart roundabout and A419 – Atkins (Consultant to SBC) currently setting up programme for the development. Great Stall Bridge – design is altering slightly and will now be developed with White Hart. Greenbridge Roundabout – essentially finished, however the lights do need some tweaking. Draft strategies for Bridge Vision Supplementary Planning Document (SPD) and Green Infrastructure SPD are now out for consultation, closing date for comments 3 April 2017. SuDS SPD has been adopted, final document to be sent out. Canal route – Wilts and Berks canal trust are engaged in process. The next Parish Liaison meeting is scheduled for 25<sup>th</sup> May 2017.

- Covingham Flood Group report (Cllr Curtis):

No report this month.

- Parish Website Working Party (Cllr Hawkes):

Cllr Hawkes updated members on progress of updating the website. A meeting of the website working party may be required prior to the next Parish Council meeting. The working party will feedback to Parish Council in April.

**12. Planning Matters**

Members noted that the following planning applications had been received:

**Notification** New Eastern Villages Island Bridge Vision - Draft Supplementary Planning Document (SPD) and the New Eastern Villages Green Infrastructure Strategy - Draft Supplementary Planning Document (SPD) -

**Details** The consultation period will run for 6 weeks from Monday 20<sup>th</sup> February 2017 to Monday 3rd April 2017.

**Comments:** Covingham Flood Group to share response with Parish Council.

**Application No.** **S/16/1055**

**Re.** Land At Keypoint Thornhill Road South Marston Swindon

**At.** Erection of a Renewable Energy Centre with associated plant, infrastructure , associated works and a B8 warehouse with associated plant and a vehicular access (EIA Development)

**Comments:** Members noted traffic implications.

**Application No.** **S/HOU/17/0160**

**Re.** Erection of single storey and two storey side/ front and rear extensions.

**At:** 2 St Katherine Green Covingham Swindon SN3 5ES

**Comments:** Planning Committee to look at plans.

**13. Financial Matters**

- **Approve financial summary and cheque list**  
**Members resolved** to approve the financial summary and cheque list.
- **Consider and grant requests received (current grant money available £375)**
- **Consider request received from Covingham Park Primary School (re. defibrillator).**

The Clerk read further update information received from the school. The school will incorporate the maintenance cost whatever the amount within its own budget and it is not likely they will be seeking any additional funding from the parish council. However, besides the school the defibrillator will be available for the community to use. Access arrangement will be via the emergency services giving the appropriate code. Members noted the additional information received from the school and were satisfied that a decision could be made based on this information. **Members resolved** to award £375 grant to the school towards the cost of the defibrillator).

**14. Correspondence**

Members noted the following received correspondence

Received from	Subject
Wiltshire Association of Local Councils (WALC)	Information Governance (privacy, security, sharing and transparency) – practical guidance on how to apply to law (27 <sup>th</sup> April 2017).
SBC	Outline Planning Application (S/OUT/13/1555 – Land north of A420, Eastern Villages Swindon).
Revitalise	Thank you for recent £300 grant received.
The Pensions Regulator	Staging date – 1 <sup>st</sup> April 2017

**15. Matters for consideration**

- Discuss the condition of area around St. Paul’s Drive (Cllr Bacon):

Cllr Bacon commented on the state of the land in this area, following gas pipe works that took place last year. Members noted comments and pointed out that Ward Councillors had previously agreed to look into this. **Members resolved** to contact SBC to request that the Utilities Company make good the land.

Cllr Benfield informed members that he had recently attended a meeting of Wanborough Parish Council with Cllr Sandle. They intend to visit all parish councils to see best practise.

Cllr Hawkes made reference to a point raised about White Hart roundabout and A419. Plans will need to be monitored.

Cllr Curtis informed members about a house extension that is overlooking a neighbouring garden in Lovell Close. Cllr Curtis will raise the issue with SBC Planning Department.

Members noted on-going issues with rutting caused by tyres on the parks in Covingham. Members are not sure which vehicle has been driving across the parks, although it was noted that it is not the Parish Van.

Cllr Paginton commented on a public notice in the Swindon Advertiser regarding an application for stopping up of land at Dorcan Way. Swindon Borough Council intends to apply to the Swindon magistrate's court for an order. The application will be heard on 10<sup>th</sup> April 2017.

Cllr Haigh commented on a request some months ago for a cycle barrier to be raised between Dove Trees and Tealsbrook due to motorised vehicles. Clerk to contact Ward Councillors to check the progress of this request (ACTION CLERK).

Meeting closed at 20:56

*Signed (Chairman):*