



Minutes of the meeting of the Parish Council held on;  
**Monday 7<sup>th</sup> October 2019**  
At 7pm in St. Paul's Church and community Centre, Covingham

**Present:** Cllr Benfield, Curtis (Chair), Hawkes, Ricketts, Waywell, Westall

**Also in attendance:** Laura Evans (Clerk) and one member of the public

**1. Apologies**

Apologies were received from Cllr Bacon (unavailable), Sandle (unavailable), Wichall (unwell)

**2. Declaration of Interests**

Cllr Curtis reminded members that they should declare any known interests in any matter to be considered at the beginning of the meeting and during the meeting if it becomes apparent that they have an interest in the matters being discussed.

**3. Minutes of previous meeting**

**Resolved:** The minutes of the meeting held on 2<sup>nd</sup> September 2019 were approved and signed as a true record

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

**Planter** – Cllr Curtis confirmed that six new planters have been ordered ready for autumn planting.

**Grass Area**- Cllr Benfield made a comment on a grass area that had not been cut, Cllr Curtis confirmed that after checking the Transfer of Services Deed, this area was included for cutting as part of the grass cutting contract. It will be monitored to ensure that it is cut by the new contractor next season.

**5. Public forum**

The member of the public commented on the signs regarding Cole Close car park undergoing work, as the date is not clear, Cllr Curtis emailed to get confirmation on the date, which once confirmed will be communicated out. The member of the public also commented on the good work at maintaining the play parks.

**6. Chairs Verbal Update**

**Trees** - Cllr Curtis explained that after raising concerns at the Swindon Area Committee regarding tree maintenance in Covingham, a meeting was held with the Tree Officer from Swindon Borough Council. The Tree Officer identified trees that were in need of some attention as a matter of urgency, and these trees have already been dealt with, which is reassuring. A tree survey will be carried out for all trees across Swindon Borough, and it is believed that Covingham's has already begun. Cllr Waywell commented that there is still a tree missing after it was removed by SBC in Heronscroft, Cllr Curtis explained that SBC will not replace trees but the Parish are able to, within certain parameters so advice would be sought if it was decided to go ahead.

**7. Clerks Verbal Update**

No update given

**8. Parish Maintenance Engineers**

- **Monthly Reports** – Cllr Benfield commented on the excellent work carried out which was unanimously agreed.

#### 9. Reports from Parish Council Working Parties and Committee's

- **Environment Working Party** - Cllr Benfield commented that due to the heavy rainfall the Environment Working Party went out and checked for blocked drains to prevent flooding, none of which were blocked.
- **Data Protection & Governance** - Cllr Hawkes explained that there had been an update on the outgoing mail server, and some issues have been reported with the update once completed. Cllrs are to contact Cllr Hawkes if they continue to experience any problems. Cllr Curtis thanked Cllr Hawkes for continuing the work with Data Protection & Governance
- **Planning Working Party** - No report provided

#### 10. Planning Matters:

##### a) To consider any planning applications

**Application:** S/OUT/19/0582 (8<sup>th</sup> October 2019)

**Location:** Lotmead Site, New Eastern Villages, Wanborough, Swindon

**Proposal:** Outline Planning Application (means of access off Wanborough Road not reserved) for demolition and/or conversion of existing buildings and redevelopment to provide up to 2,500 homes (Use Class C3); up to 1,780 sqm of community/retail uses (Use Class D1/D2/A1/A3/A4); up to 2,500 sqm of employment use (Use Class B1); sports hub; playing pitches; 2no. 2 Form Entry primary schools; green infrastructure; indicative primary access road corridors to A420; improvements to Wanborough Road and associated works. Notice of further or other environmental information.

**Resolved:** The meeting agreed that there are no comments to add to the previous submission.

**Application:** S/19/0703 (23<sup>rd</sup> October 2019)

**Location:** Land East Of The A419, Between Commonhead Roundabout And Land North Of Wanborough Road, Swindon Wilts

**Proposal:** The construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping-Notice of further or other environmental information.

**Resolved:** The meeting agreed that there are no comments to add to the previous submission

**Application:** S/HOU/19/1401 (15<sup>th</sup> October 2019)

**Location:** 22 Peregrine Close, Covingham, SN3 5BJ

**Proposal:** Erection of a conservatory

**Resolved:** Covingham Parish Council agreed at its meeting on 7<sup>th</sup> October 2019, that it has no objections to this planning application.

##### b) The meeting noted that the following responses had been submitted between meetings:

**Application:** S/19/1221

**Location:** Mayhew Dental, 19 Covingham Square Covingham Swindon SN3 5AA

**Proposal:** Erection of a three-storey building to provide 12 no. flats and associated Works

**Resolved:** The following response was submitted:

In principle, Covingham Parish Council has no objections to this area of land being redeveloped.

However we **object** to this proposal for the following reasons:

A three-storey building comprising of 12 x 1 bed flats is overdevelopment of the area.

Access to the site is narrow and restricted to one vehicle at a time. There is no footpath provision within the site meaning pedestrian safety is of concern. The access road outside of the site is well used and cars are regularly parked on the double yellow lines reducing the width of the access road.

Parking - the comment in the planning statement referring to the public car park not being overused, is totally inaccurate. The car park is regularly full to capacity which results in cars being left on the access road on double yellow lines, blocking dropped kerbs and free passage is inhibited. Additional cars then use the adjacent sideroads causing congestion for residents and other vehicles wanting access.

The bin collection site is not secure. The fact that it has been noted that the bin lorries do not have to enter the site will obstruct access to vehicles making deliveries to the retail establishments and exacerbate the problems already being experienced as described above.

Drainage – should this application be approved we fully support the conditions made by the Lead Local Flood Authority and would expect full compliance.

**Application:** S/HOU/19/1284

**Location:** 33 Foxbridge, Covingham, SN3 5BP

**Proposal:** Erection of a porch to front

**Resolved:** Covingham Parish Council has no objections to this proposal

**c) The Meeting noted that the following decision had been made:**

**Application:** S/19/1158

**Location:** Patheon Building, Kingfisher Drive, Covingham, SN3 5BZ

**Proposal:** Installation of new external tanks and associated works. (Revisions to development previously granted under planning application S/18/0671) - Granted

**11. Financial Matters**

- a) To approve Finance Statement and payments approval list

**Resolved:** Cllr Benfield proposed approval of the Finance Statement and payment approval list. Cllr Hawkes seconded the proposal after the necessary amendments had been made and was unanimously agreed.

- b) To receive Monthly accounts reconciliation.

**Resolved:** The meeting agreed the accounts were in good order.

Cllr Ricketts confirmed that the second half of the precept had been received.

Cllr Ricketts proposed opening an Instant Access Savings Account with another bank due to the Financial Services Compensation Scheme limit of £85,000 for each Financial Institution, to protect the Parish Council's money. Cllr Waywell seconded the proposal which was unanimously agreed.

Cllr Ricketts also confirmed that a VAT Reclaim for the six months from April has been submitted.

c) To receive Q2 Budget Monitoring statement

**Resolved:** The meeting agreed Q2 Budget Monitoring is on track for this year.

## 12. Financial Regulations 2019

**Resolved:** Cllr Curtis proposed to adopt the NALC model Financial Regulations 2019, as Covingham Parish Council's Financial Regulations. Cllr Hawkes seconded the proposal and was unanimously agreed.

## 13. S137 Grant Request

The council considered a grant request for the Safe Drive, Stay Alive Campaign as presented at the meeting on 2<sup>nd</sup> September by the Group Manager, Dorset & Wiltshire Fire and Rescue Service.

**Resolved:** The council agreed that it supports this great campaign on educating young drivers. Cllr Ricketts proposed a grant of £500. Cllr Benfield seconded the proposal, to which the majority agreed as one Councillor had not seen the presentation, so abstained.

## 14. Swindon Borough Council Election Cycle Consultation

Swindon Borough Council are consulting with all residents and Stakeholders to change the election cycle from thirds to all out every four years, which if successful would commence in 2022. Covingham Parish Council has a choice to fall in line, meaning an election in 2020 as planned, with a shorter term of two years in office, and a further election in 2022 or to continue with the current cycle and hold standalone elections, where all costs would be borne by the Parish Council.

**Resolved:** Cllr Benfield proposed that Covingham Parish Council fall in line with whatever decision is made. Cllr Westall seconded the proposal and was unanimously agreed. **Action - Clerk**

## 15. ROSPA Play equipment inspection

Cllr Ricketts confirmed that ROSPA carried out the annual play park inspections on Friday 27<sup>th</sup> September in all three parks in Covingham, including the Adult Exercise Equipment. No major issues were reported. It was noted that the adult exercise equipment is in need of some cosmetic attention although this should still be under warranty. **Action – Cllr Curtis**

Cllr Curtis commented that in light of the Inspector having no undue concern regarding the older children's play park, further contact be made with the play equipment supplier regarding prices and design for the Toddler Play Park and an update be given at the next meeting. **Action- Cllr Curtis**

## 16. Correspondence

The Meeting noted that no correspondence had been received.

## 17. Matters for consideration

Cllr Waywell raised concern regarding a streetlight not working in Heronscroft, to be reported through My Account on Swindon Borough Council website. **Action - Clerk**

Cllr Westall commented on the weeds on the footpath along Merlin Way. Cllr Curtis confirmed that Swindon Borough Council weed spraying programme had been carried out later this year which has resulted in excessive growth.

The meeting closed at 8:40pm

Signed.....Date.....