

You are formally summoned to attend an Ordinary meeting of Covingham Parish Council  
to be held on:

**Monday 7<sup>th</sup> December 2020**

At 7pm via Zoom Conference Call

## Agenda

- 1. Apologies**  
To receive apologies
- 2. Declaration of Interests**  
Members are reminded 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**  
The minutes of the meeting held on 2<sup>nd</sup> November 2020 need to be agreed, and signed at a later date due to the current Covid-19 social distancing regulations
- 4. Matters arising from the previous minutes**  
To consider any matters arising from the minutes that are not covered elsewhere within the agenda
- 5. Public forum**  
To review and provide answers to any questions or comments received from the residents due to the social distancing guidelines currently in place. Members of the public have been invited to make representations, ask questions or comment on any matters on the agenda, and any matters relating to the work of the Council, any Parish related matters or to raise any areas of concern in writing.
- 6. Chairs Verbal Update**
- 7. Clerks Verbal Update**
- 8. Parish Maintenance Engineers**
  - **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers.
  - **Grounds Maintenance Matters**  
To review quotation provided for areas of improvement- see attached
- 9. Reports from Parish Council Working Parties and Committee's**
  - **Environment Working Party**
  - **Data Protection & Governance**
  - **Planning Working Party**
- 10. Planning Matters:**
  - a) **To consider any planning applications**  
No planning applications have been received.

- b) To note any comments from the Planning Working Party submitted between meetings**  
No comments have been submitted

**c) To note any decisions**

**Application:** S/19/1221

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

**Proposal:** Erection of a three-storey building to provide 9 no. flats and associated works including revised parking layout for the dental practice- Granted

**11. Financial Matters**

- a) To approve Finance Statement and payments approval list
- b) To receive Monthly accounts reconciliation

**12. Community Safety Forum**

An overview of the new policing model and to choose the representative to the CSF for the Parish Council

**13. Review of Swindon Borough Council Codes and Protocols**

To consider feedback for SBC Codes and Protocols- see email previously sent

**14. Flowerbox Request**

To agree installation of two flower boxes by the street signs for St Ambrose Close

**15. Correspondence**

**16. Admission of Public and Press: To resolve in accordance with Standing Order 3 (c) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw'.**

*Reason: Draft budget and personnel*

**17. Draft Budget**

First look at draft budget

**18. Personnel matters**

**19. Matter for consideration**

To receive information on matters not covered elsewhere & to receive future agenda items

**Zoom Meeting Information:**

<https://us02web.zoom.us>

**Meeting ID: 859 6421 2492**

**Passcode: 285792**

**Signed**

*L. Evans*

Laura Evans

Clerk and Responsible Financial Officer