



Minutes of the meeting of Covingham Parish Council on:

Monday 4th May 2020

At 7pm via Zoom Conference Call

Present: Cllr Bates, Bacon, Bennett, Benfield, Curtis (Chair), Hawkes, Ricketts, Sandle

Also in attendance: Laura Evans (Clerk)

1. Apologies

Apologies were received from Cllr Waywell (unavailable), Cllr Westall (unavailable), Cllr Wichall (unavailable)

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 2nd March 2020 were approved, and are to be signed at a later date due to the current Covid-19 social distancing regulations

4. Matters arising from the previous minutes

Pop in sessions – Due to current social distancing regulations pop in sessions cannot be held

Office 365- This item is deferred until face to face meetings can resume.

Gateway on Kingfisher Drive- still awaiting a response from Swindon Borough Council Highways

Community Speedwatch – still outstanding as the Community speedwatch programme has been put on hold due to Coronavirus.

Election Briefing- Postponed due to Coronavirus, Elections are now due to take place in 2021

Service Provision Policy – To be continued once face to face meetings can resume.

5. Public forum

No questions or comments were received from members of the public

6. Chairs Verbal Update

Cllr Curtis explained that a vacancy had arisen due to one of the maintenance engineers leaving, two telephone interviews were conducted and an applicant chosen. The new maintenance engineer has joined the team and has settled in very well.

7. Clerks Verbal Update

The Internal Audit has been submitted and now awaiting for any feedback.

8. Parish Maintenance Engineers

- **Monthly Reports** – There has been a reduction in general litter due to lockdown but seeing an increase in fly tipping, 12 bags of fly tipped waste have been removed in the last 3 weeks.
- **Approval to purchase a replacement drill for the van**- The cost of a replacement drill is approximately £80.
Resolved: Cllr Hawkes proposed approval of the purchase, Cllr Ricketts seconded the proposal and was unanimously agreed.

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

- **Environment Working Party**
Flowerboxes are still being maintained and look very good
The Flower box in Larksfield has still not been planted and needs investigating.
- **Data Protection & Governance**
Had a small issue with an email which was resolved, no other issues to report.
- **Planning Working Party**
Nothing to report

10. Planning Matters:

a) To consider any planning applications

Application: S/OUT/17/1990

Location: Great Stall East - Land South Of The A420, South Marston Swindon

Proposal: Outline planning application (with means of access to the A420 not reserved) for up to 1,550 homes; education provision including a 10 form entry secondary school and a 3 form entry primary school with attendant sports pitches; a sports hub and open space; a park and ride; a local centre up to 1,000sqm including classes A1, A2, A3, A4, A5 and D1 uses; public open space/green infrastructure; new informal and formal recreation spaces, the formation of a new permanent access from the A420 and a temporary construction access from the A420.

Resolved: The meeting agreed that it had no comments to make

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/HOU/20/0316

Location: 31 Pinnegar Way, Covingham, SN3 5EH

Proposal: Erection of a single storey rear extension- Granted

Application: S/HOU/20/0271

Location: 11 Swanbrook, Covingham, SN3 5AJ

Proposal: Erection of two storey side and single storey rear extension- Refused

11. Financial Matters

a) To approve Finance Statement and payments approval list

Resolved: Cllr Sandle proposed approval of the Finance Statement and payment approval list. Cllr Bacon seconded the proposal and was unanimously agreed.

b) To receive end of year accounts reconciliation

The meeting agreed that the accounts ended the year in a good place.

c) To formally agree and approve amounts to be identified as ear marked reserves for 2019/20 costs outstanding, projects and contingency funds

The Clerk explained that costs totalling £700 for 2019/20 had been identified as outstanding, a commensurate amount needed to be ear-marked for settlement of the invoices; £57,000 be allocated for the completion of the junior play park and the remaining £16,000 be held as reserves/contingency.

Resolved: Cllr Bacon proposed approval of the amounts. Cllr Ricketts seconded the proposal and was unanimously

d) To approve final budget for 2020/21

Resolved: Cllr Curtis proposed the budget for 2020/21 be approved. Cllr Hawkes seconded the proposal and was unanimously agreed.

12. Limited Assurance Review

It was **resolved** to approve and sign:

- a) Annual Governance Statement 2019/20
- b) Accounting Statements 2019/20

13. Correspondence

The meeting noted that no correspondence had been received.

14. Matters for consideration

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: Remedial Works

Resolved: The meeting agreed that the works be approved.

Action – Clerk

Cllr Bates asked whether Covingham would receive any of the Coronavirus funding for Local Authorities. Cllr Curtis explained that the funding is to cover any extra expenses incurred due to Coronavirus and it not relevant for Covingham as no extra expense has been incurred.

Cllr Bacon raised the issue of grass cuttings being left across paths after being cut. Cllr Curtis explained that this issue has been raised with the contractor.

Cllr Bacon raised concerns of tyre marks across the grass near Smitanbrook park, and that the marks lead to the dog bins. Cllr Curtis to raise these concerns with the contractor.

Cllr Bacon has been asked by a resident why there are so many tanker lorries going up and down Merlin Way. Cllr Curtis to contact the Clerk at Wanborough Parish Council to see if they have any knowledge of these tankers.

Action- Cllr Curtis

Cllr Curtis commented on what a brilliant idea the Scarecrow Trail is. This has been set up by a resident for families to do while enjoying permitted daily exercise.

The meeting closed at 8.30pm

Signed.....

Date.....