



Minutes of the meeting of the Parish Council held on

Monday 5th July 2021

At 7pm in the former Library room at St Paul's Church and Community Centre, Covingham

Present: Cllr Bates, Curtis (Chair), Hawkes, Khan, Ricketts, Sandle, Waywell, Wichall

Also in attendance: Laura Evans (Clerk), a member of the Neighbourhood Policing Team

1. Apologies

Apologies were received from Cllr Bacon (unavailable), Cllr Benfield (unavailable), Cllr Roy (unavailable)

2. Declaration of Interests

Cllr Wichall declared an interest in item 11 relating to a planning application.

3. Minutes of previous meeting

Resolved: The minutes of the meeting held on 7th June 2021 were approved and signed as a true record.

4. Matters arising from the previous minutes

Covingham Park extension of lease – some progress has been made. A map was provided with a request to annotate the additional areas to be included in the lease prior to requesting the necessary approvals.

Firecrest play area – no progress with the lease and resulting transfer of the asset. Residents are now questioning the poor condition of the area again

Thermofisher – submitted a request to Swindon Borough Council for an extension until the end of August of the current restrictions being relaxed on the use of Cole Close car park. SBC has agreed to the request.

Gateway on Kingfisher Drive – Delivery Manager – Highways Ops at SBC confirmed on Friday 2nd July that it has been difficult to schedule these works in due to all of the other roadworks in Covingham. He is investigating the possibility of the works being completed from the verge

Website – Cllr Hawkes produced an unpublished news blog on the website for the Councillors to review and approve.

Resolved: Cllr Hawkes proposed publishing the news blog onto the website. Cllr Wichall seconded the proposal and was unanimously agreed.

5. Public forum

No questions or comments were received from members of the public.

6. Police Matters

The Neighbourhood Policing Team Member gave an update on recent activity in the area including 'boy racers' meeting up in an industrial estate and driving dangerously. The company on the industrial estate are working with the Police to identify the cars, issue warnings, and also prevent another gathering.

More patrols have been requested in the area due to the amount of used N20 cartridges and the anti-social behaviour taking place.

The Neighbourhood Policing Team Member explained that as the Covid-19 restrictions are lifting, that given notice, the Police will now be able to attend Summer Fete's, School Fete's or any community events that are organised.

Cllr Curtis thanked the Neighbourhood Policing Team Member for attending the meeting and for the work that is being done.

7. Chairs Verbal Update

Swindon Area Committee meeting:

Name change – as the Committee is a sub-committee of WALC – approval is being sought to change the name to Swindon Local Councils Forum as they believe that it is a more indicative of the role that it plays.

Dog fouling – The Chair and Secretary had a meeting with the 'dog warden' to discuss the issue with dog fouling that was happening across the Borough. The pandemic led to an increase in dog ownership. A new dog warden has been recruited. If there is a specific issue with evidence, Parish Councils should let them know as they believe that the dog warden van and the person being visible in the area has an effect. They also promote the use of chalk messages on footpaths as being effective. They do not believe that enforcement action is particularly helpful. Currently reviewing the open spaces order – a consultation will take place.

Chairs and Clerks Engagement meeting:

Update was provided on the upgrade of the ducting and cabling to comply with the Government's commitment to stop the use of copper piping and for all to have fibre cables to all properties by 2025, being carried out by Openreach and City Fibre.

Swindon Local Plan Review – Cabinet to be asked for approval on 7th July, then Public consultation to commence on 29th July for 7 weeks. Take to formal submission with a view of being passed to the Planning Inspectorate in early Spring 2022.

8. Clerks Verbal Update

The Clerk confirmed that all relevant paperwork is now with the Internal Auditor

9. Parish Maintenance Engineers

- **Monthly Reports** – The Maintenance Engineers have had another busy month. Cllr Ricketts is helping with holiday cover.
Resolved: Provision of a Mobile Phone for the Maintenance Engineers. The meeting agreed to obtain prices for a mobile phone. Cllr Curtis to let Cllr Khan know the type of mobile phone so costs can be obtained. **Action - Cllr Curtis**
- **Grounds Maintenance Matters**
Smitanbrook Park – Purchase of a new litter bin.
Resolved: The cost to purchase a new litter bin including VAT and Shipping costs is £390. Cllr Ricketts proposed purchasing a new litter bin. Cllr Wichall seconded the proposal, which was unanimously agreed. **Action - Clerk**

Additional works- Popplechurch

Resolved: The Contractor visited the problem area and quoted £600 +VAT for the work to be completed. Cllr Wichall proposed the additional works be carried out. Cllr Sandle seconded the proposal, which was unanimously agreed.

Organised fitness classes, Covingham Park- Cllr Curtis asked all Councillor's opinions on fitness classes using Covingham Park and the possible use of the adult exercise equipment. The Parish Council insurance company has advised that the organiser of these classes should have their own insurance, and risk assessments and copies should be given to the Parish Council. The meeting agreed as it is an open space for public use then it can be used for exercise classes but the procedure for producing insurance documents and risk assessments should be followed.

Cllr Bacon suggested that as there is quite a lot of hedgerow along the border by the school around Covingham Park, if it was possible to leave a 2 meter border along there and maybe involve the school to get some of the children to scatter wild flower bombs in these borders. **Resolved:** Cllr Sandle proposed to not scatter wild flower bombs around Covingham Park as this had been previously discussed and rejected. The Contractor has also commented that to do this correctly, it is very costly and needs the correct maintenance. Cllr Wichall seconded the proposal, which was agreed with a majority vote and 1 abstention.

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

- **Environment Working Party**
Nothing to report
- **Data Protection & Governance**
Review of all Data Protection and Governance Policies is still ongoing.
- **Planning Working Party**
Cllr Hawkes explained that there is a discharge of condition for the Southern Connector Road which looks realistic as construction traffic will use Common Head as the route into the site.

11. Planning Matters:

a) To consider any planning applications

Application: S/21/0866 (19th July)

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

Proposal: Installation and operation of a natural gas Combined Heat and Power system, external exhaust stack and associated infrastructure.

Resolved: The meeting agreed that Cllr Curtis is to contact Thermofisher to gain a better understanding of this proposal before submitting a comment.

Action- Cllr Curtis

b) To note any comments from the Planning Working Party submitted between meetings.

Application: S/HOU/21/0815

Location: 7 Bittern Road, Covingham, SN3 5EA

Proposal: Erection of a two storey side and single storey front and rear extension

Resolved: The following comment was submitted: Covingham Parish Council have no objections to this proposal.

Application: S/HOU/21/0832

Location: 20 Kestrel Drive, Covingham, SN3 5DN

Proposal: Erection of a single storey side extension

Resolved: The following comment was submitted: Covingham Parish Council have no objections to this proposal.

Application: S/HOU/21/0964

Location: 16 Heronscroft, Covingham, SN3 5AP

Proposal: Erection of a single storey rear extension, dormer window to rear and associated works.

Resolved: The following comment was submitted: Covingham Parish Council have no objections to this proposal.

Application: S/HOU/21/1090

Location: 2 Verney Close, Covingham, SN3 5EF

Proposal: Erection of a two storey side and rear extension

Resolved: The following comment was submitted: Covingham Parish Council objects to this proposal on the following basis;

SBC Residential extensions and alterations SPD

2.7 The effect of an extension will be assessed with regard to the impact upon residential amenity to ensure there would not be unacceptable harm by reason of light, visual intrusion, privacy, or nuisance in accordance with DS6

Visual intrusion - due to the large scale of the extension without set back on the first floor side extension

2.22 Generally an extension or alteration should be subordinate to and in character with the main house and not result in a dominant or discordant element.

The extension is not subordinate to the main house due to no set back on the first-floor side extension - this is a discordant element as the property is at the end of the street and highly visible and does not match with existing property extensions in the area and thus negatively affects the street scene.

As the ownership of the property on the application form is Castle Estate Agents, we have concerns that it is intended for future use as an HMO.

Application: S/HOU/21/0928

Location: 20 Poltondale, Covingham, SN3 5BN

Proposal: Erection of single storey side and rear extensions.

Resolved: The following comment was submitted: Covingham Parish Council have no objection to this proposal.

c) To note any decisions

Application: S/ADV/21/0466

Location: Covingham Park Primary School, The Harriers, Covingham, SN3 5BD

Proposal: Display of various non-illuminated signage – granted

Application: S/21/0252/CHHO

Location: Land At Covingham Square Car Park, Covingham Swindon

Proposal: Siting of a Hot Food Vending Vehicle- Refused

12. 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 Wichall seconded the proposal and was unanimously agreed.
- b) To receive the monthly accounts reconciliation
Resolved: The meeting noted the accounts were in good order.
- c) Q1 Budget Monitoring
Resolved: The meeting noted the budget is on track.

13. Speed Indicator Device

To receive an update on the business case from the Working Party
Resolved: Cllr Hawkes presented the business case and explained that after looking at proposed locations for the Speed Indicator Device that there were 4 problem roads that would need the device but potentially in both directions, which would mean requesting more posts and two Speed Indicator Devices. The meeting agreed with a majority vote and 2 abstentions, that a business case be built for Swindon Borough Council for 8 locations and 2 devices.

14. Memorial Area

To consider the suggestions received regarding the memorial plaque or stone and the quote for the cost of an oak tree.
Resolved: Cllr Sandle proposed that stone be used for the memorial and to proceed with the quote provided for the cost and planting of an oak tree. Cllr Waywell seconded the proposal, which was agreed with a majority vote, and 1 abstention.

15. Covingham Square Flowerbeds

To arrange a date for the weeding and tidying of the flowerbed in Covingham Square
Resolved: The meeting agreed for the tidy up to be on Wednesday 21st July 2021 at 2pm in Covingham Square.

16. Swindon Borough Council - New arrangements for considering Code of Conduct Complaints

Resolved: The Parish Council has read, reviewed, understood, and acknowledged the changes.

17. Parliamentary Boundary Review 2023

Resolved: Covingham Parish Council have no comment to make on the Parliamentary Boundary Review.

18. Consultation on the redraft of the Borough, Parish & Town Charter (2015)

To respond to the request from Swindon Area Committee for any comments, additions, deletions to the Swindon Local Councils Protocol (2021) draft document.

Resolved: Cllr Curtis has drafted a response to the draft document, which needs to be submitted by 31st July. Cllr Bates requested more time to read through the documentation provided, which was granted until the 14th July 2021.

19. Community Governance Review

To respond to the request made at the Chairs and Clerks Engagement Meeting by the Leader of the Council and Chief Executive as to whether Covingham Parish Council wishes to participate in a Community Governance Review.

Resolved: The meeting agreed that Covingham Parish Council do not wish to participate in the Community Governance Review.
Action - Clerk

20. Correspondence

The meeting noted that no correspondence had been received.

21. Matters for consideration.

Cllr Hawkes explained rather than the annual bird list being published on the website, it will now just become the bird list.

The meeting agreed to hold a meeting on 2nd August 2021 with a start time of 6:30pm.

The meeting closed at 9:15pm

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

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