

Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 9th April 2018
In Covingham Park Primary School, The Harriers, Covingham

Present: Cllr Curtis (Chair), Cllr Willis, Cllr Waywell, Cllr Bacon, Cllr Summerhill, Cllr Sandle, Cllr Paigington

Also in attendance: Emma Kingsley (Parish Clerk)

1. Apologies:

Apologies were received from Cllr Kennedy and Cllr Hawkes

2. Declaration of Interests

None

3. Approve and sign the minutes of the meeting held on 5th March 2018

Resolved: The Minutes of the Full Council meeting held on 5th March 2018 were approved and signed as a true record. Proposed by Cllr Benfield, second by Cllr Bacon.

4. Matters arising from the previous minutes

Street Sweeping: Following the last meeting, the street sweeping has still not taken place. The Contractor advised the Clerk that he was looking into buying his own equipment, which he stated would be after April 2018. Clerk to chase this up. **Action Clerk**

Hedge Cutting: the Contractor has agreed that the next hedge cut would be free of charge, due to being charged for two cuts in 2017/18 with only one taking place. This is yet to be done. Clerk to follow this up. **Action Clerk**

Commemoration of WW1: Thanks were given to Cllr Willis for leading the organisation of the event. Cllr Willis made Councillors aware that progress was going well, and is moving along nicely. Cllr Willis also informed Councillors that she has had a lot of response, informing Cllrs that the Friends of Covingham Library have agreed to decorate the library, and is looking into involving the local community with knitting poppies. Cllr Willis has been in contact with the Bursar from Covingham Park Primary School seeking advice about involving the children in the event, possibly reading appropriate poems.

5. Public forum

As no members of the public were in attendance, the Parish Council continued with the meeting.

6. Verbal Update from the Chair

No update was given

7. Clerks Verbal Update

No update was given

8. Parish Maintenance Engineers:

- **Monthly Reports-** Thanks were given by Cllrs for the excellent work done by the Parish Maintenance Engineers.

The Chair made Cllrs aware that following the Parish Maintenance Engineer reports that there has been evidence of drug misuse in the area, with 7 needles found discarded. The Chair also informed Cllrs that a sharps box had been found in the school grounds, which has been removed and was

empty. Cllr Benfield asked whether the Parish Maintenance Engineers have the correct equipment to deal with these items? It was confirmed that they have.

Cllr Summerhill queried what the reports on the play equipment are set against. The Chair informed the Cllrs that the reports are set to ROSPA requirements. Cllr Summerhill questioned the condition of the basket ball surface as he believes that in its current condition it is not safe to play on. It was proposed by Cllr Benfield to obtain quotes to make the area safe and fit for purpose in order for the Parish to make a decision. This was seconded by Cllr Bacon and unanimously agreed.

- **COSHH Assessments-** Following the previous meeting one of the Maintenance Engineers had contacted the companies that manufacture the chemical substances that they use to obtain the relevant safety data sheets. COSHH risk assessments had then been compiled. Cllr Benfield proposed that the COSHH assessments were approved. The proposal was seconded by Cllr Sandle and unanimously agreed.
- **Covingham Square-** The Chair informed Cllrs that an email had been received regarding the appearance of Covingham Square, referring to excessive cigarette ends and the homeless sleepers. The Chair confirmed that there are currently 3 rough sleepers. The police had been informed and were in attendance over the weekend. However, the homeless sleepers remain. One of the Maintenance Engineers has made a homeless coordinator aware of the situation, who it is hoped will be able to assist them.

To rectify the problem regarding cigarette ends, the Maintenance Engineers have requested that a blower vacuum be purchased at a cost of £170, to assist with the cleaning the area.
Resolved: Cllr Sandle proposed the purchase of the vacuum blower. The proposal was seconded by Cllr Summerhill and was unanimously agreed.

9. Planning Matters

Application: S/OUT/17/1990

Location: Great Stall East, Eastern Villages Swindon, Swindon

Proposal: Outline planning application (with means of access to the A420 not reserved) for up to 1,800 homes; education provision including a 10 form entry secondary school and a 2 form entry primary school with attendant sports pitches; a sports hub and open space; 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 and the formation of two new accesses from the A420.

Resolved: The Parish Council have no further comments to make from the response submitted to the earlier consultation.

10. Financial Matters

a) Approve financial summary and cheque list:

Cllr Paiginton inquired about the benefit of the WALC subscription, Cllr Curtis confirmed that the Parish Council could not function without it as it was an invaluable source for all things related to Parish Councils including legal advice and training.

Resolved: Cllr Benfield proposed that the Financial and summary cheque list was approved. The proposal was seconded by Cllr Sandle and unanimously agreed.

b) To review and approve 2017/18 Q4 budget monitoring:

Resolved: Cllr Benfield proposed that the Q4 budget monitoring was approved. The proposal was seconded by Cllr Paiginton which was unanimously agreed.

11. Community Safety

• Neighbourhood Watch

Cllr Benfield made Cllrs aware that he had attended the recent Neighbourhood Watch meeting, which was being held with the intention of introducing Neighbourhood Watch in Covingham. Cllr Benfield informed Cllrs that there was no real interest from residents to put this into place. However, there were two useful websites that residents can access for information: www.wiltshirepolice.co.uk,

www.wiltsmessaging.co.uk. It was unanimously agreed that Neighbourhood Watch would not be adopted by Covingham Parish Council.

12. GDPR

To review and approve the privacy notices to be displayed on the website for GDPR compliance:

Resolved: Cllr Benfield proposed the adoption of the privacy notices. The proposal was seconded by Cllr Bacon and unanimously agreed. The Council also agreed that it was imperative that all prospective employees for the role of Maintenance Engineer had DBS checks to ensure their suitability for working in the children’s play parks.

13. Covingham Library Trust

To receive an update from the Library Trust AGM, to discuss and agree future involvement:

Cllr Curtis made Cllrs aware that she had attended the AGM meeting on the 15th March 2018 and was waiting for the Trustees of the Library to send formal details of the current situation. The Chair had become aware that the limits under Section 137 of the Local Government Act might need to be applied with regards to the contribution that the Parish Council had committed too. A request had been sent to WALC/NALC for a definitive answer. Cllr Pagington proposed that the Parish Council should no longer fund the library. Cllr Benfield seconded the proposal which was agreed subject to the answer received from NALC/WALC

14. Correspondence

The meeting noted that no correspondence had been received

15. Matters for consideration

Cllr Pagington made Cllrs aware that he would be resigning in May 2018 due to moving to a new area.

Cllr Summerhill queried who is responsible for repairing the potholes in the roads. Cllr Benfield confirmed that Swindon Borough Council is responsible.

Cllr Sandle gave thanks to all for their help during the clean-up day.

The next meeting will be held 14th May 2018 due to the early May Bank Holiday.

The meeting concluded at 8.45 pm

Signed.....

Date.....