

Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 8th October 2018 at
In Covingham Park Primary School, The Harriers, Covingham

Present: Cllr Curtis (Chair), Cllr Benfield, Cllr Hawkes, Cllr Sandle, Cllr Waywell, Cllr Summerhill

Also in attendance: Emma Kingsley (Parish Clerk)

1. Apologies

Apologies were received from Cllr Bacon

2. Declaration of Interests None

3. Approve and sign the minutes of the meeting held on 3rd September 2018

Resolved: The Minutes of the Full Council meeting held on 3rd September 2018 were approved and signed as a true record.

4. Matters arising from the previous minutes

Covingham Library Trust - Questions have been asked by Cllr Parry as to why Covingham PC have not contributed this year and what our plans are for future contributions. As the annual report, accounts and a formal request for the monies have still not been received, this cannot be progressed.

Covingham Square Clean up event the turn-out was disappointing. Hopefully the Community bulb planting event on 21st October will be more successful.

Facebook – There had been several third-party invitations to join the Facebook groups despite the post saying they would no longer be accepted. The invitations were declined and the person that instigated them messaged to explain why. There have also been several attempts to promote commercial ventures, again they have been declined and the poster messaged with an explanation.

Photo Competition – Several entrants, although none from children which the resident that suggested this was hoping for.

Cracks in footpaths – works have been started by SBC

Cllr Hawkes requested an update regarding the Virgin Box. The Clerk informed Cllr Hawkes that Virgin had been contacted on more than one occasion without any success and will be followed up.

Action - Clerk

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

Transfer of Services Deed – The issue over the perceived change of responsibilities due to the interpretation of the contents of the Deed is to be addressed by Swindon Area Committee with SBC at the Borough/Parish Meeting.

Community Safety Forum – This is proving to be a useful and informative meeting and an effective method of highlighting issues around the area with the Police. The highest number of 999 calls in the last 6 years was received in July 2018; 1,899 for immediate response and 3,666 for priority response which is within an hour. Average response time for 101 call handlers is 1.22 minutes which is a vast improvement of 5 minutes a year ago. The priorities in South Swindon was the emerging gang culture with drugs and the exploitation of young people, some as young as 12.

SHELAA (Strategic housing and economic land availability assessment) was published week beginning 1st October. Three sites within Covingham have been included, all of which are concerning. The Planning working party will put together a formal response for discussion at the November meeting.

Police and Crime Commissioner – Angus Macpherson will be attending the December meeting to listen to the business of the Parish Council and answer any questions that we might have.

ROSPA Inspection – Took place on Monday 8th October. The bolt on the basketball court that has been included in the last four years has finally been identified. The ROSPA inspector admitted that it should not have been mentioned as it was too far off the ground to cause a hazard and will be removed.

Maintenance Engineer Vacancy – Interviews to take place Tuesday 9th October

Parish Van had MOT and passed with minor advisories.

7. Clerks Verbal Update

No update was provided

8. Parish Maintenance Engineers

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

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

- **Environment and Recreation Party** – Cllr Benfield informed Councillors that the clean up took place on Sunday 30th September. Two Cllrs, the Clerk and one of the Maintenance Engineers were present. Bulbs were planted, with weeds and leaves cleared.
- **Website Working Party**
 - **Website** - Cllr Hawkes confirmed that he has successfully made links to the new website, which has given the website a higher priority when searched in Google.
 - **Facebook** – Cllr Benfield praised the work of the Community Parish Facebook page, highlighting the positive response from the members.
 - **GDPR**- Cllr Hawkes informed Councillors that a small amount of work had been dedicated to procedures since the last meeting.
- **Planning Working Party** – Cllrs Curtis provided a written report from a recent meeting with SBC Planners concerning the NEV.

10. Planning Matters Application:

The meeting noted that no planning applications had been received

11. Financial Matters

a) Approve financial summary and cheque list:

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

b) To receive monthly bank accounts reconciliation

Cllrs agreed that the accounts are on track following budget.

c) To review and approve Q2 budget monitoring

Cllr Benfield proposed the approval of the Q2 Budget Monitoring, The proposal was seconded by Cllr Hawkes and unanimously agreed.

12. WALC Employment Support Consultation

Cllr Benfield proposed that Covingham Parish Council support the proposal by WALC to appoint a professional company to provide HR Support advice to Parish Councils and the resulting 4% increase for. The proposal was seconded by Cllr Sandle and unanimously agreed. **Action - Clerk**

13. Standing Orders

Cllr Benfield proposed the adoption of the updated Standing Orders. The proposal was seconded by Cllr Hawkes and unanimously agreed. **Action -Clerk**

14. WALC Training - Clerk’s Year

A formal training course had become available for the Clerk to attend. The Clerks Year will be taking place on the 13th December 2018 at a cost of £78 including VAT. Cllr Hawkes proposed that approval be given for the Clerk to attend. The proposal was seconded by Cllr Waywell and unanimously agreed.

Action - Clerk

15. Correspondence

• **Grant request**

Due to Section 137 of the Local Government Act 1972, Parish Councils were not able to provide a donation to an individual. **Action - Clerk**

16. Matters for consideration

Cllr Hawkes suggested making a list of areas in need of attention and finding out who is responsible for the overhanging trees. **Action -All/Clerk**

Cllr Benfield suggested advertising the bulb planting event on Facebook which is scheduled for 21st October 2018, meeting at 10am in Smitanbrook.

The meeting concluded at 7.50 pm

Signed.....

Date.....