

Covingham Parish Council

Minutes of the meeting of the Parish Council held on Monday 2nd July 2018
In Covingham Park Primary School, The Harriers, Covingham

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

Also in attendance: Emma Kingsley (Parish Clerk)

1. Apologies

Apologies were received from Cllr Summerhill

2. Declaration of Interests

None

3. Approve and sign the minutes of the meeting held on 4th June 2018

Resolved: The Minutes of the Full Council meeting held on 4th June 2018 were approved and signed as a true record.

4. Matters arising from the previous minutes

Contractor: Since the previous meeting the Clerk has sent further emails to the contractor regarding strimming. The contractor responded that strimming once a month would be sufficient, however he has been told that strimming is to be completed at every cut.

A response from SBC for the weed spraying is still outstanding.

Commemoration of WW1: Cllr Willis informed Councillors that things were moving along nicely.

Working parties – A Chair was needed for the Environment Committee. Cllr Sandle proposed Cllr Benfield to take on the role as Chair, this was seconded by Cllr Hawkes and unanimously agreed.

First Aid Training – Both Maintenance Engineers have now completed and passed their First Aid Training.

Firecrest Park – Cllr Curtis informed Councillors that damage had been done to the bird deterrent strips that had been installed on the swings, but since repaired. The deterrent strips had also been installed on the swings in Covingham park, but ripped off the larger swings, the toddler swings remain intact. It was agreed that strips should be replaced to the larger swings.

Cllr Bacon had acquired the marine ply, painted it and the slide platform has now been replaced.

Cllr Benfield inspected Covingham Square, and believes this to be an area of focus for the clean up day being held on Saturday 21st July at 9:00. The Maintenance Engineers will vacuum the Square as there is a build up of discarded cigarette butts.

The new litter bin has been installed in Cole Close car park, which has resulted in less rubbish on the floor.

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

Covingham Square - The homeless people continue to be a problem. The Police had been contacted but could take no action. The Councillors agreed that a Facebook post should be posted to make residents aware that actions have been taken by Covingham Parish Council, to no avail.

One of the benches in Covingham Square has been removed due to vandalism. The Maintenance Engineers are waiting on a part to repair this.

Facebook page - Had been well received. It is currently a closed group with moderation required before posts are made public. After discussion it was agreed for it to remain this way, but would be reviewed again.

Covingham Library Trust – a report from Cllr Heenan is outstanding.

7. Clerks Verbal Update

Health & Safety Training – The Clerk had attended H&S Training on Tuesday 26th June which had highlighted the need for a Risk assessment and H&S advice sheet for any Clean up events.

Action - Clerk

8. Working Parties and Committee's

- **Planning Working Party** – Cllrs Hawkes reported that the Lotmead Appeal went in favour of Swindon Borough Council and that costs are also to be awarded.
- **Website Working Party**

Website - Cllr Hawkes confirmed that the website has been moved to the .gov.uk address, although it remains at the old address for the time being. The site has been migrated from version 2.5 to version 3 of Joomla (the system on which the site is based). The site has been further upgraded to version 3.8.8 which means the site now runs on current software. The job of encouraging people to use the .gov.uk site instead of the .co.uk site is underway. We are currently running with two Internet Services Providers (ISPs).The contract with the old ISP will end later on this year. At that point we could move the .co.uk address to the new ISP, or we could let it drop.

Email addresses – All but two of the councillors are now using the .gov.uk email address. Assistance has been offered to the councillors who have not converted across as the transition must be completed.

Facebook - Cllr Hawkes shared with Councillors that the Community Facebook group is progressing well with 163 members at the time of the meeting. Residents have started to interact with us via Facebook. We will continue to develop this medium.
- **Environment and Recreation Party** – Cllr Benfield informed Councillors that he has surveyed the bulbs around Covingham to see where to replenish in the Autumn.

9. Parish Maintenance Engineers:

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

Cllr Waywell had been contacted by a neighbour about a tree that had died and removed by SBC who had confirmed it would be replaced by them, three years ago. This was still outstanding.

Action- Clerk

Large amounts of domestic waste was being deposited in the litter bins which is not acceptable and is adding unnecessary bulk to what is being cleared. It was agreed that a photo should be taken of the amount of litter that is collected and posted on Facebook.

It had also been noticed that several residents have been seen litter picking whilst on the school run, which is much appreciated as every bit helps.

10. Planning Matters - The meeting noted that no planning applications had been received

11. Financial Matters

a) Approve financial summary and cheque list:

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

b) To review and approve the Q1 Quarterly Budget Monitoring:

Cllrs agreed that the budget monitoring looked healthy with a sufficient surplus

12. To agree the request of a flower box for Falconscroft and Poltondale:

The flower boxes for Falconscroft and Poltondale were agreed and approved.

Action – Clerk/Maintenance Engineers

13. To agree the Covingham Parish Council Mission Statement

Cllr Benfield proposed the adoption of Cllr Hawkes Mission Statement. The proposal was approved and agreed by a majority.

14. Correspondence:

No correspondence was received.

15. Matters for consideration:

Cllr Hawkes brought to the attention of the Councillors that the signs as you enter Covingham at each end of Merlin Way need strimming.

Action – Maintenance Engineers

Cllr Sandle asked for an update regarding tarmacking the basketball courts. Cllr Kennedy will obtain some quotes

Action- Cllr Kennedy

The meeting concluded at 8.40 pm

Signed.....

Date.....