



Minutes of the meeting of Covingham Parish Council held on:

Monday 6th January 2020

At 7pm in St. Paul's Church and community Centre, Covingham

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

Also in attendance: Laura Evans (Clerk) and three members of the public.

1. Apologies

Apologies were received from Cllr Bacon (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 December were approved and signed as a true record

4. Matters arising from the previous minutes

Cole Close Car Park- SBC have admitted that following the completion of Cole Close Car Park, the new car park markings are not in accordance with an existing Traffic Regulation Order. Cllr Curtis showed the new design and the new signs for parking restrictions. The meeting agreed to the revised design but require clarification on the maintenance of the signs. **Action- Clerk**

Pop-in Sessions- Due to staffing changes within the Church, the pop-in sessions will be discussed with the new Community Centre Development Manager, a suggestion will also be put forward regarding holding dementia café sessions. **Action-Cllr Curtis**

Updating Email System to Office 365- This item is deferred until the next meeting due to needing more information and costs.

Covingham Park- All goal posts have been safely removed and only one comment had been received regarding the removal.

5. Public forum

A member of the public asked the if the Parish Council would reconsider funding the library, as due to lack of funding it will be closing in April. Cllr Curtis explained that a business decision cannot be made without it being an agenda item.

6. Chairs Verbal Update

Tree Maintenance- Cllr Curtis and Cllr Hawkes attended the Chairs Engagement meeting held on 3rd December. Tree maintenance was discussed again with SBC saying they have no statutory responsibility for tree maintenance, Swindon Area Committee are contacting WALC for legal advice.

Prevention of Further Services being transferred- Cllr Curtis explained that at a recent meeting it was indicated that SBC could be looking at transferring more services to Parish Councils. South Swindon Parish Council have produced and signed off a policy which will stop any other areas of responsibility being transferred and are happy for other Parish councils to change and adopt the policy. The meeting agreed that a Service policy should be drafted for Covingham PC. Cllr Curtis to send out SSPC policy for review. **Action-Cllr Curtis**

Direct Number to SBC- Swindon Area Committee are requesting that Parish Councils have a direct number to SBC rather than using the regular number which can have long wait times.

The Gateway- After the car accident which damaged the gateway, Cllr Curtis spoke to the Manager of Highways. Upon inspection the wall was found to be unsafe and was removed along with the sign. The Manager of Highways stated that they have the vehicles insurance details and asked if Covingham Parish Council would like the gateway reinstated. The meeting agreed to the wall being replaced.

Covingham Library – Cllr Curtis explained that a letter had been received from Cllr Parry asking if the Parish Council would reconsider funding the Library. The meeting agreed that this request should have come from the Library Trust and the previous decision to withdraw funding still stands.

Road Sweeper- The road sweeper was booked for the 2nd week of December, the contractor has not been able to reach the sub-contractor for the road sweeper and has tried other companies. If the contractor cannot get a road sweeper booked, Covingham shall source the road sweeper direct via another source.

7. Clerks Verbal Update

No update given

8. Parish Maintenance Engineers

- **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers
- **Approval for remedial works on the van**

Resolved: Cllr Benfield proposed approval of the quotation for remedial works on the van, Cllr Wichall seconded proposal and was unanimously agreed. **Action-Clerk**

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

- **Environment Working Party-** Flowerboxes are looking good, and the Christmas decorations have been removed. Cllr Benfield and Cllr Sandle raised concern over the dead tree in Covingham Square. Cllr Waywell to look at the cost of removing the tree and replacing with another ornamental tree. **Action-Cllr Waywell**

- **Data Protection & Governance-** Cllr Hawkes explained that all updates on the website have been completed, as well as software updates.

- **Planning Working Party-** Cllr Hawkes explained that Foxbridge application is starting and there are three potential issues for Covingham. These are drainage, flood prevention and construction traffic, all of which will be looked at closely before the planning application is submitted.

Local Plan Review Public Consultation – comments to be received by 31st January 2020

Resolved: Planning working party to arrange a meeting to discuss the Local Plan Review.

10. Planning Matters:

a) To consider any planning applications

Application: S/HOU/19/1838 (12th January 2020)

Location: 13 Covingham Drive, Swindon

Proposal: Erection of a single storey rear extension

Resolved: The meeting agreed that there is no objection to this proposal.

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/19/0703

Location: Land east of A419

Proposal: Construction of a new road to link A419 Commonhead Roundabout to proposed NEV developments - Granted

11. Financial Matters

a) To approve Finance Statement and payments approval list

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

b) To receive Monthly accounts reconciliation

Resolved: The meeting agreed the accounts were in good order

c) To receive Q3 Budget Monitoring statement

Resolved: The meeting agreed Q3 budget is as expected.

12. Draft Budget and setting of the Precept 2020/21

To agree the draft budget and agree the precept amount for 2020/21

Resolved: Cllr Benfield proposed approval of the draft budget and that the precept be set at £107,734. Cllr Hawkes seconded the proposal which was unanimously agreed. **Action-Clerk**

13. Promotional Video Project

To consider a promotional video for Covingham Parish for use on the website and social media.

Resolved: The meeting agreed that due to the cost of the video, Covingham do not have the budget for a video. **Action-Clerk**

14. Correspondence

The meeting noted that no correspondence had been received.

15. Matters for consideration

Cllr Westall raised concerns regarding the broken lid on the dog waste bin behind Covingham Park, Maintenance Engineers to inspect and see if it can be fixed.

Cllr Wichall raised concerns over the amount of dog waste on the footpaths- Cllr Benfield to include this concern in the Handymag article and Cllr Curtis to post onto Facebook regarding the issue.

Cllr Benfield raised concerns regarding speeding traffic down Merlin Way and around Covingham and shall raise this issue at the Community Safety Forum. Cllr Curtis to contact Community Speed Watch Co-ordinator as all Councillors wish to attend the training. **Action- Cllr Curtis**

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