

You are formally summoned to attend the Ordinary Meeting of Covingham Parish Council  
to be held on:

**Monday 5<sup>th</sup> December 2022**

At 7pm in the Small Hall at St Paul's Church and Community Centre, Covingham

## Agenda

- 1. Apologies**  
To receive apologies
- 2. Declaration of Interests**  
Members are reminded 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**  
The minutes of the meeting held on 7<sup>th</sup> November 2022 need to be agreed, and signed as a true record
- 4. Matters arising from the previous minutes**  
To consider any matters arising from the minutes that are not covered elsewhere within the agenda.
- 5. Public forum**  
Members of the public are invited to make representations, ask questions or comment on any matters on the agenda, and any matters relating to the work of the Council, any Parish related matters or to raise any areas of concern. The session will last for no more than 15 minutes unless an extension is granted by the Chair.
- 6. Police Matters**
- 7. Chairs Verbal Update**
- 8. Clerks Verbal Update**
- 9. Parish Maintenance Engineers**
  - **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers.
  - **Grounds Maintenance Matters**  
To approve the costs for the additional works identified during annual walk around.
- 10. Reports from Parish Council Working Parties and Committee's**
  - **Environment Working Party**
  - **Data Protection & Governance**
  - **Planning Working Party**

## 11. Planning Matters:

### a) To consider any planning applications.

**Application:** S/HOU/22/1568 (16<sup>th</sup> December)  
**Location:** 15 Pheasant Close, Covingham, SN3 5HT  
**Proposal:** Erection of a single storey side extension

### 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/HOU/22/1329  
**Location:** 2 Verney Close, Covingham, SN3 5EF  
**Proposal:** Erection of a first floor rear extension and garden shed- Granted.

**Application:** S/HOU/22/1421  
**Location:** 39 Merlin Way, Covingham, SN3 5AN  
**Proposal:** Erection of a two storey/single storey rear extension- Granted.

**Application:** S/HOU/22/1260  
**Location:** 10 Robinson Close, Covingham, SN3 5EE  
**Proposal:** Erection of a conservatory to rear- Granted.

**Application:** S/HOU/22/1293  
**Location:** 29 Robinson Close, Covingham, SN3 5EE  
**Proposal:** Erection of a two storey rear extension- Granted.

## 12. Financial Matters

- a) To approve Finance Statement and payments approval list
- b) To receive the monthly accounts reconciliation

## 13. Speed Indicator Device

See attached document.

## 14. IRPP Recommendations for Parish Allowances 2023-24

To discuss and consider the recommendations from the Swindon Independent Remuneration Panel on Parish Allowances for the 2023/2024 Municipal Year – see attached document

## 15. Correspondence

To note any correspondence received

## 16. Admission of Public and Press: To resolve in accordance with Standing Order 3 (c) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw'.

*Reason: Draft Budget*

## 17. Draft Budget

First look at draft budget

**18. Matters for consideration**

To receive information on matters not covered elsewhere & to receive future agenda items.

**Signed**

*L. Evans* - Clerk & RFO