

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

**Monday 6<sup>th</sup> March 2023**

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 6<sup>th</sup> February 2023 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**

**10. Reports from Parish Council Working Parties and Committee's**

- **Environment Working Party**
- **Data Protection & Governance**  
Server Migration
- **Planning Working Party**

**11. Planning Matters:**

**a) To consider any planning applications.**

**Application:** S/23/0166 (17<sup>th</sup> March)

**Location:** 40 St Ambrose Close, Covingham, SN3 5EG

**Proposal:** Change of use of open space to driveway, and construction of a dropped kerb.

**b) To note any comments from the Planning Working Party submitted between meetings.**

No comments were submitted.

**c) To note any decisions:**

**Application:** S/HOU/22/1751

**Location:** 6 Robinsgreen, Covingham, SN3 5AY

**Proposal:** Erection of a single storey rear extension and front dormer window- Granted.

**12. Financial Matters**

a) To approve Finance Statement and payments approval list

b) To receive the monthly accounts reconciliation.

**13. Risk Assessment for working on the side of a highway.**

To review, provide any comments and approve the draft document – see attached

**14. The Handy Mag**

To agree the input to the article

**15. Correspondence**

To note any correspondence received

**16. Matters for consideration**

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

**Signed**

*L. Evans* - Clerk & RFO