

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

**Monday 3<sup>rd</sup> April 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> March 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**
  - **Planning Working Party**

**11. Planning Matters:**

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

No applications were received.

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

No comments were submitted.

**c) To note any decisions:**

**Application:** S/PHOU/23/0107

**Location:** 27 Popplechurch Drive, Covingham, SN3 5DE

**Proposal:** Prior Approval Notification for the erection of a single storey rear extension measuring 7.00m (from original rear wall), 3.60m (maximum height) and 2.15m (height to eaves)- Prior approval is not required.

**Application:** S/HOU/23/0022

**Location:** 22 St Ambrose Close, Covingham, SN3 5EG

**Proposal:** Erection of a two storey side extension – Granted.

**12. Financial Matters**

a) To approve Finance Statement and payments approval list

b) To receive the monthly accounts reconciliation.

c) To review and approve Asset Register

d) Internal Auditor – to agree that Auditing Solutions be appointed the Internal Auditor for Financial Year 2022/23

**13. S137 Grant Request**

To consider a contribution request from 21<sup>st</sup> Swindon Scout Group – See letter attached.

**14. Call for Sites**

To discuss identifying relevant sites.

**15. Risk Assessment and Method Statement for Speed Indicator Device Activity**

To review and approve – see attached

**16. The Handy Mag**

To agree the input to the article

**17. Correspondence**

To note any correspondence received

**18. Matters for consideration**

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

**Signed**

*L. Evans* - Clerk & RFO