

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

Monday 15th May 2023

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

Agenda

1. Election of Chair

To receive the Chairs Declaration of Acceptance of Office

2. Election of Vice Chair

3. Apologies

To receive apologies

4. 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.

5. Minutes of previous meeting

The minutes of the meeting held on 3rd April 2023 need to be agreed, and signed as a true record

6. Minutes of the Extraordinary meeting

The minutes of the extraordinary meeting held on 17th April 2023 need to be agreed, and signed as a true record.

7. Matters arising from the previous minutes

To consider any matters arising from the minutes that are not covered elsewhere within the agenda.

8. 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.

9. Police Matters

10. Chairs Verbal Update

11. Clerks Verbal Update

12. Parish Maintenance Engineers

- **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers.
- **Grounds Maintenance Matters**
To consider the purchase of a replacement second strimmer at a cost of £305

13. Planning Matters:

a) To consider any planning applications.

Application: S/OUT/20/0160 (26th May)

Location: Land At Foxbridge Village, New Eastern Villages Wanborough Road Wanborough Swindon

Proposal: Outline application for mixed use development comprising up to 320 dwellings and a mixed use hub of up to 1,550sqm (use classes A1/A2/A3/A4/A5 and D1) with associated works. Details of the access from the Southern Connector Road to be determined, with all other matters reserved (revised details). Land At Foxbridge Village (south) New Eastern Villages, Wanborough Road, Wanborough, Swindon.

Application: S/OUT/23/0456 (28th May)

Location: Land East Of Wanborough Road (Green Land), New Eastern Villages Wanborough

Proposal: Outline planning permission for up to 275 dwellings (use class C3) including the provision of affordable homes, together with pedestrian and cycle connections, landscaping, surface water drainage, open space to include play areas, allotments and other supporting infrastructure (including utilities) and engineering works including groundworks; removal of structures and demolition; with all matters reserved except for the formation of accesses from the Southern Connector Road and Wanborough Road.

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/PHOU/23/0323

Location: 33 Hawkswood, Covingham, SN3 5AH

Proposal: Prior Approval Notification for the erection of a single storey rear extension measuring 3.7m (from original rear wall), 3.00m (maximum height) and 2.75m (height to eaves) – Prior approval not required.

Application: S/PHOU/23/0371

Location: 4 Cole Close, Covingham, SN3 5BU

Proposal: Prior Approval Notification for the erection of a single storey rear extension measuring 4.95m (from original rear wall), 2.8m (maximum height) and 2.6m (height to eaves)- Prior approval not required.

14. Financial Matters

- a) To approve Finance Statement and payments approval list
- b) To receive the monthly accounts reconciliation
- c) To formally agree and approve amounts to be identified as ear marked reserves for 2023/24 costs outstanding, projects and contingency funds
- d) To approve final budget for 2023/24
- e) To review and approve Asset Register
- f) To review and approve Risk Assessment and Management

15. Insurance Renewal

To discuss the Insurance Renewal quote – see document attached.

16. To re adopt

- a) Covingham Parish Council Standing Orders
- b) Covingham Parish Council Financial Regulations
- c) Covingham Parish Council Code of Conduct

17. Appointments to and roles for Working Parties and Committees

To agree the roles and responsibilities and identify representatives of the Parish Council for outside meetings.

- Environment Working Party
- Data Protection & Governance
- Planning Working Party
- Personnel Committee
- NEV Liaison Meeting
- Swindon Local Councils Forum
- Chairs & Clerks Engagement Meeting

18. To confirm the dates of meetings to be held for 2023/24

19. Correspondence

20. Matters for consideration

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

Signed

L. Evans