

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

**Monday 6<sup>th</sup> November 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 2<sup>nd</sup> October 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**  
To approve the costs for the additional works identified during the annual walk around.
10. **Reports from Parish Council Working Parties and Committee's**
  - **Data Protection & Governance**
  - **Planning Working Party**

**11. Planning Matters:**

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

**Application:** S/22/1834 (6<sup>th</sup> November)

**Location:** 25 Finchdale, Covingham, SN3 5AL

**Proposal:** Change of use of utility room to dog grooming parlour

**Application:** S/HOU/23/1288 (17<sup>th</sup> November)

**Location:** 8 Robinsgreen, Covingham Swindon SN3 5AY

**Proposal:** Erection of metal railing to flat roof and ladder for fire escape from the first floor.  
(retrospective)

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

No comments have been submitted

**c) To note any decisions:**

No planning decisions have been received

**12. Financial Matters**

a) To approve Finance Statement and payments approval list

b) To receive the monthly accounts reconciliation

**13. Parish Election Consultation**

To consider whether to harmonise with Swindon Borough Council's election cycle due to the decision to hold all out Borough elections every 4 years – see document attached.

**14. Skate Park Ramp Repairs**

To discuss the quotation provided for the repairing of the skate park ramps – see document attached

**14. Covingham Square Underpass Mural**

To discuss the estimate submitted by the artist to carry out the artwork.

**15. The Handy Mag**

To agree the input to the article

**16. Correspondence**

To note any correspondence received

**17. Matters for consideration**

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

**Signed**

*L. Evans*