



Minutes of the meeting of the Parish Council held on:

Monday 7th August 2023

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

Present: Cllrs Bates, Curtis (Chair), Kay, May, Ricketts, Sandle and Wichall.

Also in attendance: Laura Evans (Clerk).

1. Apologies

Apologies were received from Cllr Bacon (unavailable), Cllr Hawkes (unavailable) and Cllr Walker (unavailable).

2. Declaration of Interests

Cllr Curtis reminded Members 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

Resolved: The minutes of the meeting held on 3rd July 2023 were approved and signed as a true record.

4. Matters arising from the previous minutes

Grass verges, Piccadilly roundabout – The work carried out to reinstate the verges in July was on the actual areas for the road improvements only and did not include the areas that the Contractor had fenced off for safety reasons or to store their equipment. They did not believe that it was within their remit to reinstate these areas too. An email exchange with SBC's Project Manager resulted in Adams & Watt being asked if they had the capability, in terms of equipment needed, to undertake the works required. A quote was submitted and accepted. The works will be completed early in week beginning 14th August.

Dorcan Brook bank – no further information provided by SBC.

Allotments - Cllrs Curtis and Hawkes attended NEL Parish Council's meeting on 12th July. No decision was made at the meeting as they needed to consult with all interested parties. Cllrs Curtis and Hawkes to attend the next NEL Parish Council meeting on 12th September.

Covingham Skate park street art– Cllr May confirmed that preparation work is under way and the paint for the project has been purchased. The artists are hoping to complete the artwork by the end of August, weather dependent.

5. Public forum

No questions or comments received from members of the Public, as none were present at the meeting.

6. Police Matters

No Police personnel were present at the meeting so no update provided.

7. Chairs Verbal Update

Outstanding Historical Issues – A meeting was held on 21st July to discuss some of the outstanding issues that had been raised over the last four or five years: Amendment to the Lease for Covingham Park to include all peripheral areas, Trees for Climate Project, TPO for Oak tree in the Memorial Area, Licensing issue, plus others. Advice was provided on all items and are currently being followed up, some already with the Cabinet Member now responsible for the decision/action.

8. Clerks Verbal Update

The Clerk attended the Clerk's Forum and the communications campaign about the upcoming changes to waste and recycling collections were discussed. This included the roll out of food waste collections across the Borough this autumn. Social media material has been provided to help communicate these changes to residents.

9. Parish Maintenance Engineers

- **Monthly Reports** – Another busy month for the Maintenance Engineers who do an amazing job. Cllr Kay was disappointed that the Engineers had to remove smashed glass on 10 occasions across Covingham
- **Grounds Maintenance Matters**
No matters needed addressing.

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

- **Data Protection & Governance**
Nothing to report.
- **Planning Working Party**
Nothing to report.

11. Planning Matters:

a) To consider any planning applications.

Application: S/23/0844 (14th August)

Location: 32 Wrenswood, Covingham, SN3 5AR

Proposal: Replacement of windows

Resolved: The meeting agreed that there is no comment to make on this proposal.

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

The meeting noted that no comments have been submitted.

c) To note any decisions

The meeting noted that no planning decision have been received.

12. Financial Matters

a) To approve Finance Statement and payments approval list

Resolved: Cllr Sandle proposed approval of the Finance Statement and payment approval list. Cllr Wichall seconded the proposal and was unanimously agreed.

b) To receive the monthly accounts reconciliation

Resolved: The meeting agreed the accounts were in a good position.

13. Clerk Training

To consider supporting the Clerk attending the four part CILCA support course held by NALC, at a cost of £275 excluding VAT in preparation for her completing the CILCA qualification in 2024.

Resolved: Cllr Kay proposed supporting the Clerk attending the CILCA support course. Cllr Wichall seconded the proposal and was unanimously agreed.

Action- Clerk

14. S137 Grant Request

To consider a contribution request from St Paul’s Church and Community Centre- See letter attached.

Resolved: The meeting agreed that due to the budget for grants being £100, a contribution could not be made. However Cllr Curtis confirmed that there is a bench in the Parish Council lock up that has been there for a few years for which the Parish Council have no use.

Resolved: Cllr May proposed donating this bench to St Paul’s Church and Community Centre with the condition that the Church fit the bench. Cllr Wichall seconded the proposal which was unanimously agreed.

Action- Cllr Curtis

15. The Handy Mag

The meeting agreed that the following should be included in the article:

- Donation of bench
- Update on the Skate park
- Piccadilly roundabout

16. Correspondence

The meeting noted that no correspondence had been received.

17. Matters for consideration

Cllr Kay was approached by a resident who mentioned that the noise alert on the pedestrian crossing by the Messenger Pub was not working, Cllr Kay explained that pedestrian crossings are the responsibility of SBC but said that she would make the Parish Council aware.

Cllr Wichall raised concerns over two overgrown trees that are overhanging the paths, one in Dobbin Close and one on St Paul’s Drive on the corner of Kingfisher. Cllr Curtis confirmed that these will be added onto the additional works that the Contractor will be undertaking in October.

Cllr Sandle also mentioned the overhanging tree between Hawkswood and Merlin Way by the Parish Council flowerboxes.

The meeting closed at 7:54pm

Signed.....

Date