

Minutes of the meeting of the Parish Council held on:

**Monday 4<sup>th</sup> September 2023**

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

**Present:** Cllrs Bacon, Bates, Curtis (Chair), Hawkes, Kay, May, Ricketts, Walker and Wichall.

**Also in attendance:** Laura Evans (Clerk) and two members of the Neighbourhood Policing team.

**1. Apologies**

Apologies were received from Cllr Sandle (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 7<sup>th</sup> August 2023 were approved and signed as a true record.

**4. Matters arising from the previous minutes**

Grass verges, Piccadilly roundabout – Adams & Watt completed the reinstatement works at SBC's cost, during week beginning 14th August.

Dorcan Brook bank – no further information provided by SBC

Allotments – It is believed that a meeting was held on Tuesday 15th August between NEL Parish Council and representatives from the Nythe Allotment Society. No further information has been provided. Cllrs Curtis and Hawkes to attend the next NEL Parish Council meeting on 12th September.

Covingham Skate Park – the street artists have done an amazing job and going by the Facebook posts it has been very well received by the residents. Cllr Curtis thanked Cllr May for all the hardwork on this project.

Outstanding Historical issues – no further information has been provided to date.

Clerk Training – first session was held on Monday 4th September.

St Pauls Church – the offer of the bench that has been in storage for several years and a planter was well received by the Church Wardens. The area has been tidied up and the new bench and planter installed.

**5. Public forum**

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

## **6. Police Matters**

The Neighbourhood Policing Team gave an update on recent activity in the area. There have been two reports of vehicle interference in Covingham and more reports of this activity in the Wanborough area. The Police are encouraging residents to be vigilant and to report any suspicious activity via 101 or online.

The increased patrols in the area seem to have had the desired effect at deterring the anti-social behaviour that was taking place.

## **7. Chairs Verbal Update**

The next Swindon Local Council Forum (SLCF) meeting is being held on 21<sup>st</sup> September 2023.

Wiltshire Association of Local Councils (WALC) are holding a Councillor Training day on Wednesday 13<sup>th</sup> September 2023 at the cost of £45 per ticket. Cllr Curtis and Cllr May to attend the training.

**Action- Clerk**

## **8. Clerks Verbal Update**

Nothing to report.

## **9. Parish Maintenance Engineers**

- **Monthly Reports** – The meeting noted that there has been a significant reduction in the amount of discarded N20 cartridges, as none have been found in the last two months. The Parish Councillors believe that this can be attributed to the increased Police patrols in recent weeks due to the excessive anti-social behaviour experienced earlier in the summer.
- **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.**

The meeting noted that no planning applications had been received.

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

The meeting noted that no comments had been submitted.

### **c) To note any decisions:**

**Application:** S/HOU/23/0370

**Location:** 4 Cole Close, Covingham, SN3 5BU

**Proposal:** Erection of a single storey front extension – Granted

**Application:** S/23/0844

**Location:** 32 Wrenswood, Covingham, SN3 5AR

**Proposal:** Replacement of windows- Granted.

## 12. Financial Matters

- a) To approve Finance Statement and payments approval list

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

- b) To receive the monthly accounts reconciliation

**Resolved:** The meeting agreed that the accounts were in a healthy position

## 13. Parish Laptop

To approve the purchase of a new laptop for use by the Clerk – see document attached.

**Resolved:** Cllr Wichall proposed purchasing the ASUS Vivobook i5 as the spec of the laptop is appropriate for the needs of the Clerk. Cllr May seconded the proposal which was agreed with a majority vote, due to one abstention.

## 14. The Handy Mag

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

- Skate Park with a photo
- Police update

## 15. Correspondence

The meeting noted that no correspondence had been received.

## 16. Matters for consideration

Cllr Kay raised concerns regarding the grass that is being left after a cut, and adding to the previous arisings, which is not decomposing due to the weather. The Parish Councillors noted that this season had been particularly difficult in terms of grass growth due to the variable weather that had been experienced and this is no reflection on the Contractor as it is out of his control.

Cllr Wichall had received an email from a resident regarding improving the size of the road signs for weight restriction on Kingfisher Drive as heavier and larger vehicles are using the road. Cllr Curtis confirmed that road signs and weight restrictions are the responsibility of SBC.

Cllr Curtis understood that the overgrown hedge that is the responsibility of Covingham School is due to be cut imminently. Unfortunately the wet weather had had an impact on this too.

The meeting closed at 7:43pm

Signed.....Date.....