



Minutes of the meeting of the Parish Council held on:

Monday 1st July 2024

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

Present: Cllr Bates, Bacon, Curtis (Chair), Hawkes, Kay, May, Ricketts, Sandle and Wichall

Also in attendance: Laura Evans (Clerk) and two members of the public

1. Apologies

Apologies were **not** received from Cllr's Roy and Walker.

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. Application for and approval of dispensation

All Councillors that live within the Covingham Parish Boundary are required to apply for a dispensation to be able to participate in any discussion or vote concerning the setting of the precept.

Resolved: Cllr Bacon, Curtis, Hawkes, Kay, May, Ricketts, Sandle and Wichall completed the application forms which were duly signed by the Clerk granting the dispensation.

4. Minutes of previous meeting

Resolved: The Minutes of the meeting held on 3rd June 2024 were approved and signed as a true record.

5. Matters arising from the previous minutes

Outstanding Historical issues – no further information or update available

Memorial bench – bench now in place.

Naming of a footpath – no update.

Eurobins – a different SBC Officer has asked for some information about the bins but no progress made.

Parish flower box – Box to be replaced Tuesday 2nd July.

Wanborough allotments – no meeting has been arranged, to date

Litter bin in Covingham Park – ordered, awaiting delivery

Tree Survey to be carried out on 11th and 12th July

6. Public forum

The two residents in attendance gave an update on the months of anti-social behaviour and harrasment they have been experiencing. This has been reported to the Police with evidence

provided. The residents confirmed that the Police have been in attendance and are now taking the matter seriously.

7. Police Matters

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

8. Chairs Verbal Update

Nothing to report.

9. Clerks Verbal Update

The Clerk confirmed all relevant audit paperwork has now been submitted to the External Auditor.

10. Parish Maintenance Engineers

- **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers.

- **Grounds Maintenance Matters**

The first round of weed spraying to the kerb lines has been completed, evidence can be seen that it has been largely successful, although some are so embedded into the debris it has had minimal impact. The remains now need to be removed, which in an ideal world shovelling it away by hand would be the best option. However, this is time consuming and difficult to estimate the cost. The simplest and fastest way could be to arrange for the road sweeper to complete an ad hoc clean.

Resolved: Cllr Bacon proposed the road sweeper complete an ad hoc clean. Cllr Hawkes seconded the proposal and this was unanimously agreed.

Spraying of the footpaths to be completed in due course

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

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

12. Planning Matters:

a) To consider any planning applications:

Application: S/RES/22/1736 (27th June)

Location: Lotmead Site, Eastern Villages, Swindon, Swindon

Proposal: Reserved matters application (following outline planning permission S/OUT/19/0582) for the layout, scale, appearance, access (other than access from Wanborough Road, as already approved by the outline permission) and landscaping for 214 No. dwellings (Phase 1)

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

Application: S/HOU/24/0693 (9th July)

Location: 22 Gilling Way, Covingham, SN3 5EQ

Proposal: Erection of single storey side and rear extensions and conversion of garage into living accommodation.

Resolved: The meeting agreed that there is no objection to this proposal.

Application: S/HOU/24/0696 (10th July)

Location: 5 Merlin Way, Covingham, SN3 5AN

Proposal: Erection of a two storey side extension to incorporate garage and single storey rear extension.

Resolved: The meeting agreed that there is no objection to this proposal.

Application: S/HOU/24/0706 (12th July)

Location: 34 Popplechurch Drive, Covingham, SN3 5DE

Proposal: Erection of single storey rear extension.

Resolved: The meeting agreed that there is no objection to this proposal.

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/24/0393

Location: 19 Falconsroft, Covingham, SN3 5AF

Proposal: Erection of a single storey side extension to be used as annexe – Granted.

13. 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 noted the accounts were in a good position.

c) Q1 Budget Monitoring

Resolved: The meeting noted that the budget is on track.

14. Internal Audit

The Internal Audit Report for 2023/24 as prepared by Auditing Solutions had been received with the advisories to publish Personnel Committee Minutes while ensuring these remain confidential, and to put in place an Investment Strategy Policy due to holding over £100K. The Clerk has been trying to find another business savings account to move funds but has had no success with some of the major banks.

Resolved: The Clerk to continue searching for another business savings account. **Action- Clerk**

15. Financial Regulations

To discuss the implications from the updated Financial Regulations.

The meeting discussed the implications of section 7- electronic payments. The Financial Regulations are published for all sizes of Councils and section 7 is not a statutory obligation only a recommendation. The meeting agreed that there is no need to change how payments are currently made as this would affect the transparency of payments to the Cllr's.

Resolved: Cllr Hawkes proposed section 7 is removed from the Financial Regulations and to continue with the current process for payments. Cllr Kay seconded the proposal and was unanimously agreed.

Cllr Wichall suggested that a Payment Transparency Policy is drafted and adopted.

16. Underpass

To consider a request for a contribution towards protective paint for the completed underpass project.

Resolved: The request for a contribution was no longer required as the protective paint has been donated by the company that provided the paint for the artwork.

17. The Handy Mag

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

- Memorial bench
- Weed killing

18. Matters for consideration

Cllr Hawkes explained that an email had been received from SBC regarding the Section 19 flood investigation. Swindon Borough Council was proposing to undertake a series of community engagement events in the highest impacted communities. These sessions would be facilitated by the Lead Local Flood Authority (LLFA) and include representatives from the other key flood risk management authorities. The aim would be to communicate the purpose of the investigation, the progress to date, and discuss where the community can help with any gaps in SBC’s understanding of the events.

Cllr Hawkes responded on behalf of the Covingham Flood Group with a meeting date of 10th July 2024 but unfortunately this was cancelled by SBC. The hope is to hold the meetings later in the year.

The meeting closed at 8:18pm

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