

To: All Members of Covingham Parish Council,
You are formally summoned to attend the ordinary meeting of Covingham Parish Council
to be held on:

Monday 2nd February 2026

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

Swindon Borough Council Ward Members, the Public and Press are also invited.

Agenda

1. Apologies

To receive and note apologies.

2. Declaration of Interests

To receive any Declarations of Interest. 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

To approve the minutes of the ordinary meeting held on Monday 5th January 2026 and sign 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. Flower Box Request

To receive a request from a local resident for a flower box to be installed in Peregrine Close.

7. Police Matters (if applicable)

8. Chairman's Verbal Update

9. Clerk's Verbal Update

10. Parish Maintenance

- **Monthly Reports** – to receive any comments or provide any feedback to the Maintenance Engineers.
- **Additional Works** – to receive and approve a quotation for additional works requested to the Grounds Maintenance Contractors.

11. Temporary Removal of the Speed Indicator Devices

To consider a proposal to temporarily remove the speed indicator devices and re-install both on Merlin Way in April 2026.

12. Multi Use Games Area, Covingham Park

To receive an update on the project and agree any matters arising.

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

- Data Protection & Governance

14. Planning Matters

- a) To note that no planning applications have been received.
- b) To note that no comments from the Planning Working Party submitted between meetings.
- c) To note that no planning decisions have been received from Swindon Borough Council.

15. Financial Matters

- a) To approve the Schedule of Payments for the February 2026 meeting approval.
- b) To receive the monthly accounts reconciliation as at 31st January 2026.

16. Payroll Packages

To receive suggestions and associated costs for Payroll Packages from April 2026.

17. Accounting Packages

To receive suggestions and associated costs for Accounting Packages from April 2026.

18. Swindon Borough Council: Notification of Statement of Licensing Policy Update 2025

To note the consultation will end on 10th February 2025.

[Statement of Licensing Policy update 2025 consultation | Swindon Borough Council](#)

19. The Handy Mag

To agree the input to the article.

20. Matters for consideration

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

Laura Cutter

Laura Cutter
Clerk & Responsible Finance Officer