

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 14th September 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 Council Meeting on Monday 10th August 2026.

4. Action Review Summary/ Matters Arising From The 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 (if applicable)

7. Chair's Verbal Update

8. Clerk's Verbal Update

9. Parish Maintenance

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

10. To receive recommendations from the Data Protection & Governance Working Party

- a) To receive formal approval from Full Council to make the changes necessary to all policies to comply with accessibility
- b) To approve the Document Retention Policy

11. Planning Matters:

- a) To note that no planning applications have been received.
- b) To note no comments have been submitted between meetings.

- c) To note there have been Decision Notifications received from Swindon Borough Council in relation to local planning applications.

12. Financial Matters

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

13. Speed Indicator Devices

To receive an update on the Speed Indicator Devices and a proposal to purchase additional lithium batteries and chargers.

14. Vehicle Insurance

To approve the vehicle insurance renewal quotation for 2026-2027 at a cost of £789.32.

15. Flower Box Maintenance

To revise the methods of flower box maintenance and appoint a new volunteer to take over the maintenance of the flower boxes.

16. Trees for Climate

To receive an update on the Trees for Climate initiatives.

17. Memorial Bench

To receive a resident request for a Memorial Bench in Covingham Park.

18. Remembrance Sunday and Armistice Day Invite, Swindon 8th & 11th November 2026

To note that the Chairman will attend both Civic Remembrance Events and lay a wreath on behalf of Covingham Parish Council's councillors, staff and residents.

19. Wanborough Allotments Draft Contract

To review and approve the Wanborough Allotments Draft Contract.

20. National Joint Council (NJC) Uplift 2026-27

To note that the NJC Uplift on salary bands for 2026-27 has been agreed at an increase of 3.3%. Changes to be back dated from April 2026. Council is asked to accept the recommendation from the Personnel Sub Committee that these changes are approved and implemented in September 2026 as per contracts of employment.

21. The Handy Mag

To agree the input to the article.

22. Matters for consideration

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

Laura Cutter

Clerk & Responsible Finance Officer