

Minutes of the ordinary Meeting of Covingham Parish Council held on:

Monday 8th June 2026

At 7.00pm in the Small Hall at St Paul's Church and Community Centre, Covingham

Present: Councillors Bacon, Bates, Curtis (Chair), Hawkes, Parsons, Ricketts and Wichall

Also in attendance: Laura Cutter (Clerk & RFO)

1. Apologies

Apologies were received and accepted from Cllrs Anupindi (unavailable), May (unavailable) and Walker (unavailable).

2. Declaration of Interests

Cllr Curtis reminded all 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 the previous meeting held on Monday 18th May 2026

Proposed: Cllr J Ricketts;

Seconded: Cllr S Wichall

Vote: Agreed with one abstention.

Resolved: To approve the minutes of the previous meeting held on Monday 18th May 2026.

4. Action Review Summary / Matters arising from the previous minutes

Members gave updates under the Action Review Summary and revisited the minutes from the previous meeting. Most items are ongoing projects and will be updated when complete. The Action Review Summary is part of the supporting papers on the website for ease of reference and transparency.

5. Public Forum

There were no members of the public present.

6. Police Updates

No personnel from the Police were present.

7. Chair's Verbal Update

Nothing to report.

8. Clerk's Verbal Update

Volunteer Opportunity – Received an email from a corporate group about volunteering opportunities. Members suggested the enquiry is referred on to the Dorcan Church as the Parish Council doesn't have any ongoing project it needs assistance with.

9. Parish Maintenance Engineers

- **Monthly Reports** – Members noted the reports. Acknowledged that the Maintenance Engineers have had a busy month and continue to do well. The Chair thanked the Maintenance Engineers and Cllrs May & Ricketts for their hard work in getting the Lapwing Close Play Area wooden horse refurbished and reinstalled.

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

- **Data Protection & Governance** – A working party needs to be set up to progress with actions.
Action: Clerk asked to check the minutes on the website as there appear to be gaps for February and April 2026.

11. Planning Matters

a) To consider any planning applications:

Application Ref: S/HOU/26/0699

Description: Erection of single storey front/side extension.

Site Address: 19 Merlin Way, Covingham Swindon SN3 5AN

Parish Comments: No objection.

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

No comments have been submitted.

c) To note any decisions made by Swindon Borough Council:

Application Ref: S/HOU/26/0531

Description: Proposed rear extension.

Site Address: 27 Tealsbrook, Covingham, Swindon, SN3 5AU

Parish Comments: No objection.

Application Ref: S/LDP/26/0576

Description: Certificate of Lawfulness (proposed) for garage conversion and porch extension.

Site Address: 7 Nuthatch Close, Covingham, Swindon, SN3 5LB

Parish Comments: Not required to comment.

12. Financial Matters

a) Members approved the Schedule of Payments for June 2026.

Proposed: Cllr S Wichall;

Seconded: Cllr G Hawkes

Vote: Agreed unanimously.

Resolved: To approve the Schedule of Payments as presented.

b) Members received the monthly accounts reconciliation as at 31st May 2026.

13. Insurance Renewal

Members noted the Insurance Renewal arrangements with Hiscox for 2026/2027 and 2027/2028 at a cost of £2,082.31. As the policy ended prior to the Parish Council meeting the payment was made and approved retrospectively.

14. Limited Assurance Review

Members, reviewed and approved the:

- a) Annual Governance Statement 2025/26
- b) Accounting Statements 2025/26

And noted that the period of Public Rights and Publication of Annual Governance & Accountability Return will run from 9th June 2026 – 21st July 2026. The notice will be available on the notice boards and parish website.

Proposed: Cllr V Curtis;
Vote: Agreed unanimously.

Seconded: Cllr J Ricketts

RESOLVED: To approve the Annual Governance Statement 2025/26 and the Accounting Statements 2025/26 as a true record.

15. Community Initiatives

Members discussed the recent skate park event which took place on Wednesday 27th May 2026. The event was well attended despite the very hot weather. The Parish Council supplied bottles of water which went down well. Members agreed to run another three events, two dates in August and one date in October half term.

Proposed: Cllr S Wichall;

Seconded: Cllr R Bacon

Vote: Agreed unanimously.

RESOLVED: To book three more skate park events, two in August and one in the October half term.

16. Trees for Climate Initiatives

The Chair updated that the Grounds Maintenance Contractor and Trees for Climate have identified space for 25 new trees, available through the Trees for Climate initiative. Funding includes several years maintenance. Areas include any trees, on grass verges or side streets, that have been cut down and could be replaced. The Grounds Maintenance Contractor and residents will have the opportunity to provide a list of example areas, where trees have been damaged or removed. The Grounds Maintenance Contractor will suggest suitable tree species for review by Trees for Climate ahead of the planting. Queries about maintenance when funding ends, these will be the responsibility of the Parish Council but with appropriate maintenance and building up funds, these should be covered. *Chair to liaise with Trees for Climate and the Grounds Maintenance Contractor.*

Proposed: Cllr R Bacon;

Seconded: Cllr J Parsons

Vote: Agreed unanimously.

RESOLVED: To continue with a grant application under the Trees for Climate initiative for further tree planting.

17. Wanborough Allotments Draft

No update available at the time of the meeting.

18. The Handy Mag

- **Skate Park Event:** 3 more events
- **Trees for Climate:** Replacement trees and feedback

19. Matters for consideration

Cllr R Bacon: Noted that 20mph signs have been installed on Merlin Way and suggested requesting similar signage for St Paul's Drive, Covingham Drive, and Kingfisher Drive due to construction traffic, rat-running, high traffic volumes, the frequent heavy goods vehicle traffic and the proximity of two schools.

Action: Clerk to liaise with Swindon Borough Council Ward Councillors about the signage and request the additional areas to be included.

The meeting ended at 19:57

Signed.....

Date.....