



Minutes of the meeting of the Parish Council held on

**Monday 2nd August 2021**

At 6:30pm in the former Library room at St Paul's Church and Community Centre, Covingham

**Present:** Cllr Bacon, Bates, Benfield, Curtis (Chair), Hawkes, Ricketts, Sandle, Waywell, Wichall

**Also in attendance:** Laura Evans (Clerk), a member of the Neighbourhood Policing Team

**1. Apologies**

Apologies were received from Cllr Khan (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 5<sup>th</sup> July 2021 were approved and signed as a true record.

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

Covingham Park extension of lease – no further progress to report

Firecrest play area – no progress with the lease and resulting transfer of the asset.

Gateway on Kingfisher Drive – No response received from Delivery Manager – Highways Ops with regards to the possibility of the works being completed from the verge.

Litter bin in Smitanbrook Park – Installed

Popplechurch Drive – additional works completed. There is now a large piece of green open space that was not previously visible.

Organised fitness classes – instructor has provided copies of the necessary insurance certificates.

Speed Indicator Device – business case submitted to SBC. Form needs to be completed for the work to be progressed by SBC.

**Action – Cllrs Curtis/Hawkes/Clerk**

Memorial Area – progressing. The location for the tree has been approved by SBC, Clerk to order the tree.

Consultation on the redraft of the Borough, Parish & Town Charter – response submitted with some minor amendments based on comments received.

**5. Public forum**

ATBShop had contacted the Clerk via email regarding the HAF (Holiday Activity Food) schemes from central government which they are supplying. It includes skateboard and scooter tuition, games,

activities and competitions. Healthy snacks and drinks provided, for ages 5-16 years. ATBShop asked for permission to use Covingham Skate Park.

The Councillors required more information before a decision would be made. Clerk to Contact ATBShop.

**Action - Clerk**

## **6. Police Matters**

The Neighbourhood Policing Team Member explained that all the 'boy racers' who were involved in the recent incident at the industrial estate have been issued warning letters.

Patrols are increasing in areas where there has been a large amount of discarded N20 cartridges.

There will be more of a Police presence in the area as the PCSO's will be working from a unit based within the Covingham area.

A reminder was given that if there are any issue areas or concerns then these should be raised with the Neighbourhood Policing Team.

## **7. Chairs Verbal Update**

Two areas of concern; the hedge that borders Cole Close carpark and the hedges between the houses and some flats on Pheasant Close. Both could be the shared responsibility of the property owners. SBC has been asked by Cllr Parry to investigate as 'vegetation notices' could be needed to instruct the property owners to action and the Parish Council does not have the authority to issue them.

Neighbourhood Police Team – the PCSO's have approached the Church with a view to holding drop-in sessions, with the possibility of Parish Council to be in attendance.

## **8. Clerks Verbal Update**

**Clerks Forum-** The renewal of Deeds was discussed at the recent Clerks forum and it was noted that the Deeds will be looked at on an individual basis.

## **9. Parish Maintenance Engineers**

- **Monthly Reports** – Another busy month for the Maintenance Engineers. Cllr Benfield thanked the Maintenance Engineers for all their hardwork. Lots of positive comments have been received from residents regarding the good work carried out by the Maintenance Engineers and the Contractor.
- **Grounds Maintenance Matters**  
No matters needed addressing.

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

- **Environment Working Party**  
Cllr Benfield had taken photographs of some of flowerboxes in Covingham and posted to the Facebook page, which had received a very positive response.
- **Data Protection & Governance**  
Cllr Hakwes confirmed that the news section on the website is now live.
- **Planning Working Party**  
Swindon Local Plan Submission Revised Draft Plan Consultation – a response will need to be prepared as the area identified as West of Lovell Close (part of Cole Close car park) had been rejected for development in the SHELAA document but was included in the Strategic Flood Risk Assessment Siet Assessment Appendix B East Sites, which is of concern

## **11. Planning Matters:**

- a) To consider any planning applications**

The meeting noted that no planning applications were received.

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

**Application:** S/21/0866

**Location:** Patheon Building Kingfisher Drive Covingham, SN3 5BZ

**Proposal:** Installation and operation of a natural gas Combined Heat and Power system, external exhaust stack and associated infrastructure

**Resolved:** The following comment was submitted: Covingham Parish Council objects to the above, mentioned application for the following reasons:

Air Quality Assessment – We do not believe that the meteorological data captured at the Fairford weather station is representative of the weather conditions experienced in Covingham.

Covingham is approximately 16m higher than Fairford and surrounded by hills, rather than being on a plain. Therefore the wind patterns are likely to be significantly different. Our conclusion is that the exhaust fumes will be detrimental to the residents of Covingham.

Noise Impact Assessment - The closest residential property used for assessment purposes is 52m from the site. These houses were built to an old standard which did not make allowances for heat dissipation at night as in the more recent building regulations. The statement in the Conclusions and Recommendations 'Whilst the local authority criterion is slightly exceeded, the estimated internal sound levels from the operation of the CHP and cooling fans fall below the recommended maximum internal sound level criterion of 30 dB LAeq for bedrooms at night'. As the only option for residents to alleviate the heat is to open windows, the noise assessment has clearly not taken this into account.

Car parking - Concerns were raised in our responses to S/18/0671 and S/19/1158 about the reduction of car parking spaces due to the changes being proposed. The disruption that has resulted from the current construction works being carried out by the continued use of Cole Close car park and the amount of cars and vans being parked along St Pauls Drive for several months now, is no longer acceptable and is creating an obstruction and an accident waiting to happen. We also understand that there has been a recruitment campaign with a significant increase in the number of employees. We refer back to the Delegated report for S/18/0671 which included the following statement 'Whilst the proposals would result in the loss of 11 car parking spaces, car parking studies have been carried out which showed a greater supply of car parking than demand. Although the Parish Council comments are acknowledged it is deemed highly unlikely that the loss of a small number of parking spaces will lead to the need for employees to park outside the site'. With the changes that have taken place since this statement was made and the issues as highlighted in the objection response by the TDM Technician, the removal of car parking spaces will result in the current unacceptable practice becoming the norm.

**c) To note any decisions**

**Application:** S/LDP/21/0528

**Location:** 27 Cornmarsh Way, Covingham, SN3 5DG

**Proposal:** Erection of 2no. rear dormer windows – Refused

**Application:** S/LDP/21/0805

**Location:** 1 Pheasant Close, Covingham, SN3 5HT

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

**Application:** S/HOU/21/0815

**Location:** 7 Bittern Road, Covingham, SN3 5EA

**Proposal:** Erection of a two storey side and single storey front and rear extensions – Granted.

**Application:** S/HOU/21/0928

**Location:** 20 Poltondale, Covingham, SN3 5BN

**Proposal:** Erection of single storey side and rear extensions- Granted

**Application:** S/HOU/21/0832

**Location:** 20 Kestrel Drive, Covingham, SN3 5DN

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

**Application:** S/HOU/21/1090

**Location:** 2 Verney Close, Covingham, SN3 5EF

**Proposal:** Erection of a two storey side and rear extension – Refused

## 12. 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 Benfield seconded the proposal and was unanimously agreed.

- b) To receive the monthly accounts reconciliation

**Resolved:** The meeting noted the accounts were in good order.

## 13. Internal Audit

The AGAR Internal Audit Report for 2020/21 for submission to PKF Littlejohn had been received. Cllr Benfield thanked the Clerk and noted that it was an excellent report, the meeting agreed. The full written Internal Audit Report as prepared by Auditing Solutions Ltd had been delayed and would be received in due course.

## 14. Flowerbox Request

**Resolved:** The meeting agreed to the installation of two flower boxes by the street signs for Passmore Close.

## 15. Correspondence

The meeting noted that no correspondence had been received.

## 16. Matters for consideration.

Cllr Benfield had drafted some words for the stone plaque which will be placed at the memorial area, all Councillors agreed to use this wording.

Cllr Wichall suggested that once the tree is planted in the memorial area, that bulbs be planted around the base of the tree, the meeting agreed.

Covingham Square tidy up to be held on Wednesday 4<sup>th</sup> August 2021 at 2pm.

Cllr Curtis explained that the contact sheet for the Parish Council, which is displayed in St Pauls Church, needs updating. All Councillors agreed to only have email addresses displayed and the only telephone numbers to be displayed would be that of the Clerk, Chair and Vice Chair

The meeting closed at 7:30pm

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