

Minutes of the Ordinary meeting of the Parish Council held on:

**Monday 1<sup>st</sup> September 2025**

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

**Present:** Cllr Bacon, Bates, Curtis, Hawkes (Chair), May, Parsons, Ricketts, and Sandle

**Also in attendance:** Laura Evans (Clerk)

**1. Apologies**

Apologies were received from Cllr Kay (unavailable), Cllr Walker (unavailable), and Cllr Wichall (unavailable).

**2. Declaration of Interests**

Cllr Hawkes 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 4<sup>th</sup> August 2025 were approved and signed as a true record.

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

**Dorcan Brook Bank** – no update.

**Naming of a footpath**- no update.

**Trees for Climate** – Cllr Hawkes has informed Trees for Climate that the Parish Council is currently reviewing potential modifications to the basketball court at Covingham Park, which is situated adjacent to the site of the natural flood alleviation project.

**5. Public forum**

No questions or comments were received from members of the Public.

**6. Police Matters**

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

**7. Chairs Verbal Update**

Nothing to report.

**8. Clerks Verbal Update**

Nothing to report.

**9. Parish Maintenance Engineers**

- **Monthly Reports** — The Maintenance Engineer reports, will be sent to all Councillors as soon as possible.
- **Grounds Maintenance Matters**  
No matters needed addressing.

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

- **Data Protection & Governance**

Nothing to report.

## **11. Planning Matters:**

### **a) To consider any planning applications.**

The meeting noted that no planning applications had been received.

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

**Application:** S/HOU/25/0775

**Location:** 2 Popplechurch Drive, Covingham, SN3 5DE

**Proposal:** Erection of 2 storey side extension with porch to front elevation.

The following comment was submitted;

Covingham Parish Council has no objections to this proposal.

### **c) To note any decisions**

**Application:** S/HOU/25/0686

**Location:** 111 Merlin Way, Covingham, SN3 5AN

**Proposal:** Erection of single storey rear extension, conversion of garage into habitable space and front porch – refused.

**Application:** S/HOU/25/0839

**Location:** 25 Swanbrook, Covingham, SN3 5AJ

**Application:** Erection of a two-storey side extension- granted.

## **12. Financial Matters**

### **a) To approve Schedule of Payments September 2025**

**Resolved:** Cllr Sandle proposed approval of the Schedule of Payments September 2025. Cllr Curtis seconded the proposal and was unanimously agreed.

### **b) To receive the monthly accounts reconciliation**

**Resolved:** No comments were made regarding the monthly accounts reconciliation.

## **13. S137 Grant Request**

The grant request towards the setup of Covingham Park Primary School Library was discussed.

**Resolved:** Cllr Curtis proposed refusal of the request as neither the school or provision of a library are eligible for an award of a grant or donation under the terms of the Parish Council's S137 Grants Procedure. Cllr May seconded the proposal and was agreed with a majority vote and one abstention.

## **14. Basketball Courts**

The quotation from the preferred supplier for the new MUGA for the cost of £55,000 + VAT for Covingham Park was provided and discussed.

**Resolved:** Cllr Bacon proposed acceptance of the quotation, which was seconded by Cllr Sandle. The proposal was agreed by a majority vote and one abstention.

Delivery time for the MUGA is estimated at 7-8 weeks, which would coincide with the October half term. The meeting agreed to delay installation until after this period. It was further resolved that the basketball court project should be completed before work begins on the natural flood alleviation scheme, to avoid scheduling conflicts.

**15. Code of Conduct**

Swindon Borough Council's Code of Conduct was reviewed.

**Resolved:** Cllr Curtis proposed the approval and adoption of the Code of Conduct. Cllr May seconded the proposal and it was unanimously agreed.

**16. The Handy Mag**

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

- Litter- request to residents
- New Basketball Court agreed in principle
- ATB Skate event

**17. Matters for consideration**

Cllr Sandle reported that the Wrenswood flowerbox requires repair.

Cllr May stated the Pipetdene flowerbox needs replacing as it cannot be repaired.

The Clerk will inform the Maintenance Engineers about both flowerboxes. **Action- Clerk**

The meeting closed at 7.46pm

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