

Minutes of the Extra Ordinary Meeting of Covingham Parish Council held on:

Friday 14th November 2025

At 6.30pm in the Snug at St Paul's Church and Community Centre, Covingham

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

Also in attendance: Laura Cutter (Clerk & RFO)

1. Apologies

Apologies were received and accepted from Cllrs Parsons, Sandle, Walker, Bacon & Kay.

2. Declaration of Interests

Cllr Hawkes 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. Public Forum

There were no members of the public present.

4. Maintenance Engineer Vehicle Purchase

Members noted the comprehensive report from the Vehicle Replacement Working Group and acknowledged that the best option for the Parish Council to consider was purchasing a second hand vehicle that will last approximately 10+ years. Due to the small amount of mileage travelled servicing the parish and constraints on electric charging points, it was agreed that diesel or petrol would be most appropriate. Full specification details were included within the report.

Members agreed the working group should have a pre-approved spending limit to secure a vehicle, authorising purchases up to £12,500.00 + VAT, with warranty required.

Proposed: Cllr Wichall

Seconded: Cllr Curtis

Vote: Agreed unanimously.

RESOLVED: To authorise a pre-approved limit of £12,500 + VAT to purchase a replacement vehicle for the Maintenance Engineers.

The working group will explore garage sponsorships for MOT/services and branded livery. Members approved a further £500.00 + VAT to proceed.

Proposed: Cllr Wichall

Seconded: Cllr Hawkes

Agreed: Agreed unanimously.

RESOLVED: To authorise a pre-approved limit of £500.00 + VAT to organise the vehicles livery.

The working group will also investigate options for the disposal of the old vehicle.

The Clerk & RFO was tasked with amending the insurance and take the opportunity to shop around for other companies and competitive quotes. Members were reminded that the invoice and costings associated with the new vehicle should be passed to the Clerk & RFO as soon as possible for reporting to the Council meeting on Monday 1st December 2025.

5. Matters for consideration

St Paul's Church has offered office storage space for Parish Council documents, reflecting the strong working relationship and appreciation for past support with grants and room hire.

Community bus parking outside St Paul's Church remains unresolved due to lack of depot space. Most of the buses operate under Swindon Borough Council (SBC) contracts (mainly school travel). The matter has been raised with SBC Ward Councillors and will be investigated further.

Members agreed to support a formal complaint, from either St Paul’s Church or the Parish Council, to address inconsiderate parking outside the church that poses a safety risk.

Proposed: Cllr V Curtis

Seconded: Cllr S May

Vote: Agreed unanimously.

RESOLVED: To support a formal complaint, either from St Paul’s Church or the Parish Council, to get the issue resolved.

Members noted that speeding along Merlin Way and Kingfisher Drive continues to be a significant issue. This was highlighted and confirmed by the placement of both speed indicator devices to capture the data on both sides of the road in February 2024.

The increased traffic volumes and lorries speeding through the area are linked to the ongoing issues with the Southern Connector Road. The Parish Council’s objections remain on public record, and the Chairman is actively pursuing a formal complaint.

Members reported that residents continue to raise complaints about cracked footpaths locally. These issues are being referred via SBC Ward Councillors to Highways for attention.

The meeting closed at 18.55pm

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