



COVENEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council to be held on Monday 10 July 2023 at 7.30pm in Coveney Village Hall

Present: Cllr J Adams, Cllr L Gannon, Cllr N Laredo (Chairman)

Also Present: Cllr A Bailey (ECDC), Cllr L Dupré (CCC), Mrs S Thompson (Clerk)

23/090 Apologies for absence

Apologies were approved from Cllrs Langston, Matthews, Senior and Winfield

23/091 Members' declaration of interest for items on the agenda

None made

22/092 To Approve the Minutes of the Previous Meeting

The minutes of 12 June 2023 were approved and signed.

23/093 Public Question Time

None present.

23/094 District and County Councillors' Reports

Cllr Bailey reported on ECDC –

- * GCP have studied the responses to the consultation and are working on new proposals. 70% in favour of improved bus service, but 58% against congestion charges.
- * Combined Authority are looking at an Area Wide Transport Plan.
- * Access to GP service is a concern. The future of Priors Field in Sutton is still not settled and St Mary's Surgery has been allowed to increase list numbers.
- * Environment Plan has been updated, it is done annually.
- * Pride of Place scheme is open.
- * Net Zero aim is now by 2035 (previously 2040).
- * There are no plans for charging for collection of green waste. Black bins will be provided, possibly by 2025 when it is also a legal requirement to collect food waste separately.
- * Espace North is to be expanded.

Cllr L Dupré – The monthly report has been received and distributed to councillors. She expanded on some points. Priors Field discussions are ongoing. Adults and Health Committee met and included an item on access to GP services, other places are struggling, it is not just Priors Field.

23/095 Reports

- a) Allotments – only issue is water.
- b) Coveney Village Hall – Fireworks event will be planned later in the year.
- c) Wardy Hill Social Club – no report



- d) Friends of Coveney – A boost in profile is required and Cllr Laredo would like to hand on steering the group to another councillor. The Clerk will check with volunteers to ensure details are up to date.

23/096**Internal Audit Report**

The Internal Audit has been carried out by CAPALC. A number of issues need to be addressed. The Clerk will work on these for the next meeting

- * Asset Register – Needs to have an additional value column
- * Health and Safety Policy – The policy from Sutton PC has been circulated and it was agreed that it will be used as a template for approval at the next meeting
- * Privacy Statement – as with the Health and Safety Policy
- * Delegation Scheme – needs to make sense with the job description
- * Cllr Laredo also summarised the feedback from the Clerk's performance appraisal carried out by Cllrs Langston and Laredo on 4th June. It was agreed that the Clerk's salary will be reviewed by the end of 2023.

23/097**Strategy for engaging with hauliers who operate HGV's through the village**

Little Downham report that they have not had a problem with HGV's, However, Haddenham have engaged with the haulage companies and have had some success. The Clerk will follow up.

23/098**Wild flowers in Wardy Hill –**

The Clerk will follow up with the residents.

23/099**Play areas**

Annual Inspection Reports – The Clerk will arrange for the repairs to be carried out..

23/100**Working Groups**

- a) Allotment and Community Green Space
 - Borehole – ongoing
 - Community Orchard - advice has been sought and received on how to deal with hemlock. Cllr Senior has taken most of the heads off already. Other areas will be sprayed in the autumn. Mowing quotes are being sought by Cllr Laredo and the Clerk but as yet no one has responded.
 - Pond – Pride of Place – application has been submitted.
- b) Policies and Procedures – covered in the Internal Audit Report.
- c) Website/Communication - ongoing
- d) Council Issue Tracking and Archiving – Cllr Winfield has corrected some issues.and Gitlab is up and running again.
- e) Assets
 - Grasscutting/Maintenance –. Moles have been seen at the pond area
 - MUGA – lighting – CCC capital fund may be appropriate. Clerk to investigate.
 - MUGA – Basketball board and other equipment – insurance not happy with a home made replacement. Clerk will investigate commercial replacements and installation.
 - Play Area, Coveney – Climbing frame repair - ongoing



- Play Area Wardy Hill – Climbing frame repair – the part required is understood to cost around £10. Cllr Laredo will liaise with Cllr Matthews. They were authorised to spend up to £50 if necessary.

f) Broadband – nothing to report

23/101

Projects

- a) Grazing land in School Lane - The Clerk will write to Mr Fyfe instructing him to put his position in writing to the the Council's solicitor.
- b) Anglian Observatory – Cllr Adams is liaising and getting more details.
- c) Land Adjacent to the Village Hall – solicitor reports that they are clarifying a point and will report as soon as possible.
The following items are on the agenda for the long term planning and will take time to be progressed
- d) Neighbourhood Plan – a questionnaire will be organised in due course
- e) Climate Action Plan – for a later date
- f) Tree Planting Strategy – for a later date

23/102

Finance

- a) Monthly income and expenditure, financial reconciliation and budgetary control reports for the year to date were presented

Bank Reconciliation – 30 June 2023

Current Account	4,525.91	Brought Forward	36,159.19
Deposit Account	28,988.13	Income	0
		(Expenditure)	2,647.15
	33,512.04		33,512.04

- b) Payments for approval

The following payments were approved for payment

Payee	Description	Ref	Amount
Right Fuelcard	Fuel	167DD	19.08
Right Fuelcard	Fuel	168DD	9.54
ICO	Annual Registration	169DD	35.00
Yu Energy	Streetlighting Energy	170DD	91.09
Yu Energy	Streetlighting Energy	171DD	13.32
Yu Energy	Streetlighting Energy	172DD	14.66
Right Fuelcard	Fuel	173DD	9.53
Right Fuelcard	Fuel	174DD	2.40
CAPALC	Internal Audit Fee	175	127.50
Mr Whitton	Groundskeeper	176	624.48
Mrs S Thompson	Clerk Salary and Expenses	177	552.49
	TOTAL		1,499.09



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23/103

Date and Time of Next Meeting

Monday 14 August 2023, 7.30pm in Coveney Village Hall

Meeting closed at 21.55