



COVENEY PARISH COUNCIL

Minutes of the Meeting of the Parish Council to be held on Monday 9 October 2023 at 7.30pm in Coveney Village Hall

Present: Cllr J Adams, Cllr R Langston, Cllr N Laredo (Chairman), Cllr B Matthews, Cllr C Senior

Also Present: One member of the public, Mrs S Thompson (The Clerk)

23/132 Apologies for absence

Apologies were approved from Cllr Gannon.
Cllr Winfield has resigned.

23/133 Members' declaration of interest for items on the agenda

None made.

22/134 To Approve the Minutes of the Previous Meeting

The minutes of the meeting of 11 September 2023 were approved for signature.

23/135 Public Question Time

A member of the public has asked whether dogs should be allowed in the play area or not. It was agreed that dog owners are expected to be responsible.

23/136 District and County Councillors' Reports

Written reports were received,

23/137 Reports

- a) Allotments – One plot holder has given notice and the plot is therefore vacant. Rents have been requested for the forthcoming year.
- b) Coveney Village Hall – nothing to report this time
- c) Wardy Hill Social Club – Cllr Matthews is continuing to work on sorting this out.
- d) Friends of Coveney – The original purpose was to be a joint operation between the Parish Council, Church and Village Hall. This could then become the de facto village events committee. The Parish Council supports this proposal and Cllr Laredo will liaise with stakeholders.
- e) Connexions Newsletter – copy for the next edition is due by the end of the week. Cllr Langston will organise inclusion of the MUGA consultation and broadband success.

23/138 Planning

- a) Approval of the following application was reported:-
23/00643/FUL - Wolvey House, Wentworth Road, Coveney – Residential annexe
- b) The following new application has been received for comment:-
23/00920/FUL - Commrooks Farm, Straight Drove, Coveney – Change of use of land for tourism including siting of railway carriage for use as 2no. holiday lets – Retrospective – It was agreed to support the proposal

23/139 Strategy for engaging with hauliers who operate HGV's through the village

No progress to report.

23/140

Wild flowers in Wardy Hill

The ground has been cleared and planting is planned for later this month.

23/141

Working Groups

Allotment and Community Green Space

- Borehole – The project is through to the next stage of the Priorities Capital Fund, Cllr Senior will get pricing information and Cllr Laredo will complete the forms. The application is also going through the process for the Growth and Infrastructure Fund.
- Community Orchard - was mown this morning. Some strimming around the pond and on the mound is required. There is a considerable amount of weeds amongst the hedge. Spraying will be carried out at the appropriate time in the Spring. It was noted that Orchard Blossom Day takes place in April and may be of interest.
- Pond – Pride of Place – awaiting confirmation of successful bid
- Bulb and Wild Flower Planting – Pride of Place – was not submitted but an alternative possible fund has been identified. (Cambridgeshire and Peterborough Fund for Nature, Cambridge Community Foundation)
- a) Policies and Procedures
 - *Asset Register/Insurance* – Clerk still needs to confirm that the revised values are still within the insurance limits.
 - *Health and Safety Policy* – approved
 - *Equalities Policy* – draft has been prepared for consideration at the next meeting
 - *Privacy Policy* – Cllr Langston has provided a template.
 - *Delegation Scheme* – no progress
- b) Website/Communication – some updates were discussed and Cllr Langston t will ake them forward
- c) Council Issue Tracking and Archiving – next meeting
- d) Assets
 - Grasscutting/Maintenance –
 - Johns Wood – Cllr Senior has been in contact with the Woodland Trust and arranged a replacement of the bench. Tim Bourne was really helpful in finding the information about the original memorial wording and will be thanked.
 - Chemical storage box has been fixed and a waterproof combination lock was approved £19.99.
 - Risk assessment is required for the chemical storage, to be prepared by the Clerk.
 - MUGA – lighting – one quote has been received. The project is through to the next stage of the Priorities Capital Fund. The Clerk will get pricing information and Cllr Laredo will complete the forms. The application is also going through the process for the Growth and Infrastructure Fund. This may be eligible for funding from the Growth and Infrastructure Fund and/or the Prioirites Capital Fund.
 - MUGA – Basketball board – one quote received, consultation is ongoing on the website
 - Play Area, Coveney – Repairs still outstanding
 - Play Area Wardy Hill – Climbing frame repairs are still outstanding
 - Wardy Hill – Noticeboard – replacement of Perspex required.
- e) Broadband is currently being installed. Thanks to Cllr Winfield for his persistence.

**23/142****Projects**

- a) Grazing land in School Lane - The latest advice from the solicitor was accepted.
- b) Anglian Observatory – Cllr Adams is organising consulting with potential neighbours
- c) Land Adjacent to the Village Hall – transfer has been signed and completion is anticipated shortly.
- d) Neighbourhood Plan – to be considered in due course
- e) Climate Action Plan – to be considered in due course.
- f) Tree Planting Strategy – to be considered in due course.

23/143**Finance**

- a) Initial Budget Discussion – provisional figures were provided and discussed. The precept needs to be agreed no later than the December meeting.
- b) Monthly income and expenditure, financial reconciliation and budgetary control reports for the year to date were provided.

Bank Reconciliation – 30 September 2023

Current Account	10,860.85	Brought Forward	30,142.81
Deposit Account	27,074.92	Income – precept - bank interest	9,050.00 86.79
Uncleared payments		(Expenditure)	(1,343.83)
	37,935.77		37,935.77

- c) Payments for approval

The following payments were approved for payment

Payee	Detail	Ref	Amount
Yu Energy	Streetlighting energy	199DD	14.62
Yu Energy	Streetlighting energy	200DD	91.52
Yu Energy	Streetlighting energy	201DD	13.32
Right Fuelcard	Fuelcard	202DD	9.90
Right Fuelcard	Fuelcard	203DD	2.40
Ward Gethin Archer	Legal Fees	204	145.80
Mr P Whitton	Groundskeeping	205	641.48
Mrs S Thompson	Clerk's salary and expenses	206	535.64
PKF Littlejohn	Audit Fee	207	252.00
Mr M Foster	Wildflower seed	208	50.00
Dr Winfield	Borehole Expenses	209	234.49
			1,991.17

23/144**Date and Time of Next Meeting**

Monday 13 November 2023, 7.30pm in Coveney Village Hall

Meeting closed at 22.15