

COVENY PARISH COUNCIL



Notice of Meeting: Full Council Meeting

Date: Monday 15th December 2025

Time: 7.30pm

Venue: Coveney Village Hall, 2 School Lane, CB6 2DB

To All Members of the Parish Council. You are hereby summoned to attend the full council meeting of the Parish Council for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting. The meeting is open to members of the public (including the press) but is not a public meeting.

Quorum: 3

Members: 6

Vacancies: 1

Miss Kendle Hanslip – Clerk/RFO

A handwritten signature in cursive script, appearing to read 'K E Hanslip'.

AGENDA

25/104 Welcome

25/105 To receive and accept apologies of absence

25/106 Councillor's Declarations of Interest

- 1 To receive declarations of Interest from Councillors on the items on the agenda.
- 2 For declarations of interest received, Councillors to inform the chairperson if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion.
- 3 To receive written requests for dispensations for disclosable pecuniary interests (if any).
- 4 To grant any requests for dispensation as appropriate.

25/107 Public and Press Participation Session (15 minutes)

- 1 Open Forum to provide the opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda
- 2 To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting.
- 3 At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the chairperson. Limited to 5 minutes per person, 15 minutes in total.

25/108 To receive County Councillor & District Councillor Reports

- 1 Cllr Bailey and Cllr Dupre to give report

25/109 Approval of minutes

- 1 To approve minutes for signature from Monday 17th November 2025.
- 2 Matters arising from the minutes (For information only)
- 3 Clerk's report

25/110 Planning applications

- 1 25/01309/FUL – New raised roof with former window to create first floor and porch to front – Evenos 6 Main Street, Coveny

25/111 Progress on Planning Applications (For Information)

- 1 25/01042/FUL - Raised roof to create loft conversion, single storey extension to rear, solar panels, new windows and doors – Hereward House 6A Main Street Wardy Hill – **APPROVED**

25/112 Correspondence Received

- 1 To report any correspondence received from residents

25/113 To agree the final budget for 26/27

25/114 Wardy Hill Social Club

- 1 To provide an update on the Social Club

25/115 Recreational Areas

- 1 Update on Tree Wardens report
2 To agree path quotes for the pond
3 Update on the bus route
4 To agree quote for chain repair
5 Update on LHI application
6 Update on the new street light provider

25/116 Finance matters

- 1 To approve November invoices for payment as per schedule
2 To approve the council's financial position up until 30th November 2025

25/117 Date of Next Meeting

- 1 Monday 19th January 2026 – Full Council meeting

Chairman: Cllr R Langston

Clerk/RFO – Miss K Hanslip, 60A Cannon Street, Little Downham CB6 2SS.

EMAIL: Clerk@coveneyparishcouncil.co.uk **TEL:** 07840 795438

Coveney Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

8 December 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
87	Payroll Services	08/12/2025		Current Account		Payroll	Red Shoes Accounting Serv	S	43.50	8.70	52.20
89	Clerk's Salary	08/12/2025		Current Account		Payroll	Miss K Hanslip	Z	476.64		476.64
89	Clerk's Expenses	08/12/2025		Current Account		Payroll	Miss K Hanslip	Z	38.60		38.60
88	Payroll Services	08/12/2025		Current Account		Payroll	HMRC	Z	43.12		43.12
94	Planting	08/12/2025		Current Account		Trees	Miles Foster	Z	60.12		60.12
90	Website	08/12/2025		Current Account		Subscription	Narked Design	Z	225.00		225.00
91	Website	08/12/2025		Current Account		Subscription	Narked Design	Z	95.00		95.00
92	Website	08/12/2025		Current Account		Subscription	Narked Design	Z	80.00		80.00
93	Repairs	08/12/2025		Current Account		Village Improvement	Robert Langston	S	12.10	2.42	14.52
93	Repairs	08/12/2025		Current Account		Village Improvement	Robert Langston	S	85.48	17.10	102.58
95	Repairs	08/12/2025		Current Account		Village Improvement	Naomi Laredo	Z	29.88		29.88
95	Repairs	08/12/2025		Current Account		Village Improvement	Naomi Laredo	Z	9.25		9.25
Total									1,198.69	28.22	1,226.91

Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role