



COVENEY PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 15th September 2025 at 7.30pm

Attendees: Cllr Langston (Chair), Cllr Laredo, Cllr Hammond, and Cllr Doig

Clerk: Miss K Hanslip

Members of the public: 5

Start 7:30pm

MINUTES

25/58 Welcome

The Chairman welcomes everyone to the meeting

25/59 To receive and accept apologies of absence

Cllr Hammond and Cllr Gilbert

25/60 Co-option for Coveney Parish Council

Coveney Parish council has received one application for co-options from Clemy Gilmore. Cllr Gilmore signed her declaration of Acceptance of Office after co-option.

25/61 Councillors' Declarations of Interest

None

25/62 Public and Press Participation Session (15 minutes)

- 1** Two Parishioners would like to offer their services to the Parish Council by helping to cut the hedge at the orchard. It was agreed they would cut down the part of the hedge around the orchard to the level of the top of the fence to help with the growth outward. The hedge along the approach track would be left uncut until next year.

25/63 To receive County Councillor & District Councillor Report

It was agreed that Cllr Bailey and Cllr Dupre will send their reports to the Clerk who will put these in the notice boards outside the village hall should anyone want to read them in more detail.

A copy can also be obtained from the Clerk via email.

Reports –

Cllr Bailey

Local Government Reform survey responses are now available on the ECDC website.

The district council has published a report on a network of local reservoirs. Please email the Clerk if you would like to see this.

Neighbourhood Plans – ECDC is still able to help with this, but the government has pulled funding. ECDC will still match funding and Cllr Bailey suggested that average cost of preparing a Plan is £10,000 so Parish Councils would still need to provide £5,000 of funding themselves.

Two questions were raised with Cllr Bailey about developments in rural parts of the Parish which don't seem to have planning permission. Cllr Bailey will ask the enforcement team to investigate.

Cllr Dupre

Local Government Reform – the County Council has now released a further engagement survey on option A (which is the option supported by the County Council, but not other local authorities) which is live for residents to comment on. Cllr Dupre confirmed that the previous survey responses were reviewed, but this further survey is about option A specifically and should be completed by residents.

Cllr Doig asked about resurfacing of Chain Causeway road. Cllr Dupre confirmed there isn't a plan to resurface the road, and the priority road that will be completed possibly this year will be Hundred Foot Bank. Cllr Langston also reported that a local resident had asked if Gravel Drove between Wardy Hill and Witcham could be considered for resurfacing; Cllr Dupre will look into this and report back.

25/64 Approval of minutes

- 1 To approve minutes for signature from Monday 21st July 2025 **RESOLVED** accepted and signed minutes
- 2 Matters arising from the minutes – None
- 3 Clerk's report – No issues arising

25/65 Planning applications

- 1 None

25/66 Progress on Planning Applications (For Information)

- 1 25/00627 - Raised roof with flat roof dormer on rear, loft conversion, single storey extension to rear, solar panels, new windows, and doors - Hereward House 6A Main Street Wardy Hill – **REFUSED**
- 2 25/00649/FUL - Demolition of existing single storey boot room and construction of two storey extension to the rear - 18A Main Street Coveney CB6 2DJ - **WITHDRAWN**

25/67 Correspondence Received

- 1 To report any correspondence received from residents.
Reported that the chain on the swing in Coveney Play park has broken – Clerk to get this fixed.
- 2 A resident has asked for an update on repairing or removing the fence on Main Street outside Park House. The Clerk is still working with the County Council to find out if this is owned by Highways or the Parish.

25/68 Council Administration Matters

- 1 Approve and adopt new IT policy 2025 – Defer to next meeting as still some amendments to make and the Clerk to produce the document retention policy which is referenced.

25/69 Wardy Hill Social Club

- 1 To update the council on the Social Club – the Clerk is obtaining quotes for legal support to progress establishing the ownership of the building.

25/70 Recreational Areas

- 1 Update on Orchard – Trolley is being used and very helpful. Another maintenance day to be organised. Padlock for gate to be replaced. Maintenance plan will be reviewed by Cllr Laredo and then shared.

Village Pond – pathway extension and base for picnic bench is still to be agreed once all quotes are received and considered in light of available grants. Intention is to seed the area round the pond in autumn, but a rotavator will be needed.

A new survey will need to be completed in the spring and cost around £1,000 which will need to be included in the budget.

Cllr Laredo to discuss wildflower planting with Miles and report back.

Update on Tree Wardens report – **RESOLVED** agreed for Miles to purchase tree to

- 2 replace the one removed from Wardy Hill green.
- 3 Approve bird deterrent for WH play area – **RESOLVED** Clerk to order the deterrent
- 4 To share an update on the basketball backing – Clerk reported that the insurers would require any basketball backing board which has not been purchased from an official manufacturer to be inspected by ROSPA (at a cost of approximately £250). **RESOLVED** therefore for the Clerk to purchase
- 5 To share an update on flood lights for MUGA – Quotes received but the brambles need to be addressed before and Clerk to look at grants (possibly from the FA) available.
- 6 To share an update on brambles next to the MUGA – The Clerk is chasing quote for the brambles to be removed but to also keep trying the Community Payback Scheme.
- 7 To share an update on the Anglian Water road closure – **RESOLVED** reported to Cllr Dupre on the lack of communication and disorganisation of the road closure.

Motion to Exclude the Public and Press

‘Under the Public Bodies (Admissions to meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted’.

25/71 Clerk and RFO Probation Period and Pay review

- 1 To discuss the probation period of the Clerk and FRO and to agree new pay scale – **RESOLVED** Clerk has passed her probation and moved to an equivalent salary to LC16 scale with effect from 1 October 2025.

Motion to Re-admit Public Bodies

25/72 Finance matters

- 1 To approve August and September invoices for payment as per schedule – **RESOLVED** to approved the invoices
- 2 To approve the council’s financial position up until 31st August 2025 – **RESOLVED** to approve
- 3 Feedback from the external audit – **RESOLVED** no further comments

25/73 Date of Next Meeting

- 1 Monday 20th October 2025 – 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



SIGNED

DATED

26th October 2025

Coveney Parish Council
PAYMENTS LIST

19 September 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
60	Streetlight Energy	01/09/2025		Current Account		Electricity	Tomato Energy	L	97.02	4.85	101.87
62	Streetlight Energy	01/09/2025		Current Account		Electricity	Tomato Energy	L	2.64	0.13	2.77
67	Streetlight Energy	01/09/2025		Current Account		Electricity	Tomato Energy	L	1.28	0.06	1.34
61	Repairs	09/09/2025		Current Account		Play area	CPA Horticulture	S	108.33	21.67	130.00
66	Clerk's Salary	16/09/2025		Current Account		Salary	Miss K Hanslip	Z	458.48		458.48
65	Clerk's Expenses	16/09/2025		Current Account		Expenses	Miss K Hanslip	Z	36.80		36.80
59	Audit	16/09/2025		Current Account	CA0062	Audit	PKF Littlejohn LLP	S	210.00	42.00	252.00
64	Payroll Services	16/09/2025		Current Account		Payroll	Red Shoes Accounting Ser	S	43.50	8.70	52.20
63	Groundskeeper	16/09/2025		Current Account		Groundskeeping	Pat Whetton	Z	600.00		600.00
63	Groundskeeper	16/09/2025		Current Account		Groundskeeping	Pat Whetton	Z	31.50		31.50
Total									1,589.55	77.41	1,666.96