

**MINUTES OF THE ORDINARY MEETING  
OF WATCHFIELD PARISH COUNCIL**

**HELD AT  
WATCHFIELD VILLAGE HALL**

**ON  
TUESDAY December 18<sup>th</sup> 2012**

**AT 7.30pm**

Present:

- Cllr D Gale
- Cllr R Holman
- Cllr Skeffington
- Cllr Rawle
- Cllr Nodder
- Cllr Bush
- Cllr Bailey

Clerk – Dr C Matthews  
Cllr Fitzgerald O'Connor  
3 members of the public

**Item 164 To receive Apologies for Absence**

There were none.

**Item 165 To receive declarations of personal, or personal and prejudicial interest, in respect of items on the agenda for this meeting. To note any changes in Councillors' interests**

Cllr Gale informed the Council that participation on the Village Hall Committee is not a declarable interest

**Item 166 To approve the minutes of the ordinary meeting held on 20/27<sup>th</sup> Nov 2012**

The minutes were **approved**. **Proposed Cllr Holman, Seconded Cllr Skeffington. Cllr Bailey abstained.**

**Item 167 To address matters arising from the November (ordinary) meeting**

Item 86 – VAT deregistration – This item is **pending**.

Clerk

Item 71 – The WPC website link to VWHDC register of interests will be actioned by Cllr Gale when the link becomes available on the VWHDC website.

Cllr Gale

Item 73 – A new key is needed for the filing cabinet lock and will be sourced by the Clerk.

Clerk

Item 76 – The balance of the WVFF accounts has been sent by cheque to Bourton PC. When this has cleared the WPC held WVFF accounts will be closed.

Clerk/Cllr Gale

Item 78 – Cllr Holman commented that is too wet to repair the drain behind 100 High St at the moment. This matter is **pending**.

Cllr Holman

Item 123 – Discussion of alternative street maintenance offer by Mr Parrott – Cllr Skeffington reported that Mr Parrott could obtain public liability insurance but would need to seek advice about it. This matter will be added to the January agenda.

Cllr  
Skeffington/Clerk

Item 126 – Cllr Holman reported that the cull will be postponed until January due to wet weather.

**Cllr Holman**

Item 141 – The Clerk notified Hamels Memorials of the decision to approve the memorial stone request (Adams).

Item 142 – The Cowan's Camp objection letter to application P12/V2283/O has been sent to VWHDC.

Item 145 - Agreement for pavilion water softener installation – This item is **pending**.

Item 146 – The balance beam replacement is in progress, Cllr Bush is awaiting an installation date.

Item 147 – Cllr Holman has contacted Shrivenham fencing to replace the newel post in Oxford Square and is waiting for the work to be done.

Item 148 – Leaf clearance in the village has been undertaken by Bawden.

Item 150 – Hedge laying has been completed.

Item 151 – The 2013 grass cutting contract has been signed and sent to Bawden

Item 152 – RFC have agreed and paid the discounted pavilion hire invoice.

Item 153 – Discussion about the purchase of a grit spreader – This item is **pending**.

**Cllr Bush**

Item 144 – The village green registration was completed by Dr Nodder as an individual.

Item 155 – Request from Highworth & District Lions to meet with WPC – This item is **pending**.

**Clerk**

Item 156 – MOD Covenant Fund – Consideration of making an application. It was **agreed** that the Clerk would invite Guy Sawyer to the January meeting to discuss the matter further. Cllr Gale noted that Watchfield School had successfully secured a grant from the fund for play equipment. Cllr Nodder reported that that she had spoken to OCC Voluntary Action Group, and was advised to contact Clare Moore as Guy Sawyer would be unable to make a decision on MOD land use. She also reported leasing land would prevent an application for other (matched) funding. Cllr Bush noted that he had contacted Lisa Burgess at OCC but had no response. Cllr Holman **proposed** Cllr Nodder should contact Clare Moore and was **seconded by Cllr Skeffington**.

**Clerk/Cllr Nodder**

Item 163 – Letters inviting planning officials to view Cowan's Camp were sent by the Clerk.

**Item 168 To take questions and comments from members of the public**

Cllr Gale adjourned the meeting to take questions from the public. Mr Shepherd reported that there had been 21 hits on the electronic petition and asked if a link to the petition could be added to the WPC website. Cllr Gale explained that the petition and WPC website were run by two separate organisations and that WPC could not add the link as parish councils are not permitted to encourage people to take a particular course of action. Mr Shepherd also asked if a paper petition could be put in the Coop but Cllr Gale reminded him that the petition was not a WPC matter.

Cllr Fitzgerald O'Connor reminded WPC about the Big Society Fund which has approximately £2000 remaining to be allocated. Projects are due in by February. Cllr Bush mentioned purchase of a grit spreader and Cllr Holman mentioned purchase of chairs for the Acorn Club. Cllr Fitzgerald O'Connor invited applications to be sent to her. Cllr Gale re-convened the meeting.

**Item 169 To take questions and comments from members of the Council**

There were none.

**Item 170 To address burial matters**

Cllr Bailey asked if the burial records were up to date and Cllr Holman confirmed that they were.

**Item 171 To address planning matters**

- Shrivenham Hundred Business Park: extension of administration building P12/V2482/FUL. **Cllr Holman proposed** that WPC made **no objection** to this application and was **seconded by Cllr Nodder**. All **agreed**.
- Finalisation of Knapp's Field Section 106 update - Cllr Gale reported that the Section 106 request had to be finalised by VWHDC and the Knapp's Field developer on Friday. He reported that the draft offer included £58,116 for adult gym equipment, £75,000 for redevelopment of the village hall and £202,701 for sports and recreational facilities in the vicinity (10 mile radius of Watchfield). He noted that Mr Taylor was present at the meeting if there were any questions.  
There was an extensive discussion with Mr Taylor regarding the mechanics of Section 106 requests. Cllr Gale reminded the Council that if the offer was not agreed by Friday a Community Infrastructure Levy would be awarded meaning that the village would receive far less money. There was also an extensive discussion on the potential allocation of Section 106 money for sports and recreational facilities by VWHDC in the local area. Mr Taylor notified the council that developers pay a fee to the district council for each new home built upon occupation (New Homes Bonus). Cllr Gale reported that from his research on the directgov website, up to 40% of this money should be going to the immediate locality. Cllr Gale has raised an enquiry about this money with a district councillor. Cllr Gale **proposed agreement** with the Section 106 offer from VWHDC and was **seconded by Cllr Holman**. All **agreed**. **Cllr Gale** will contact Sarah Commins (VWHDC legal department) to accept the offer.
- Cowan's Camp planning application update and visit by MP Ed Vaizey - Cllr Gale informed the Council that 28<sup>th</sup> January 2013 is the target decision date on the VWHDC website for this application. He noted the response from the Vale planning policy team was "We do not have any objection to residential development on this site". Cllr Nodder reported that there were issues with the information provided in the planning application, for example the site is "close to a village shop", references were made to the defunct IHSP, Thames Water has reported that there is insufficient capacity at the sewage treatment works and that an extra care facility should be no further than 400 m from a shop (this is not the case in Watchfield). Cllr Holman **proposed** that Cllr Nodder should send a response to the VWHDC Leader (Matthew Barber) and Chief Executive. This was **seconded by Cllr Gale**. Cllr Gale reported a good turn out to the visit by Ed Vaizey where he supported WPC's position. Mr Vaizey said he would discuss the matter with MP Nick Boles. Cllr Holman reported that BT had installed a telegraph pole on Star Lane near the site. Cllr Nodder suggested that the Clerk write to BT objecting to the telegraph pole and to ask why it has been erected when there is no outline planning permission on the site. This was **agreed**.
- Cowan's Camp demolition update – Cllr Nodder reported that there was no new information regarding the demolition on the VWHDC website. Cllr Gale adjourned the meeting to ask Cllr Fitzgerald O'Connor if she had any further information. She did not. Mr Taylor commented that the law had changed regarding demolitions last year and that a planning application has to be made to demolish a building. Cllr Gale reconvened the meeting. Cllr Nodder noted that mitigation must be in place for protected species prior to demolition.
- Travellers site update – Cllr Gale had spoken to Laura Hudson at VWDC and had been notified that this application will go to committee, possibly in the 31<sup>st</sup> January 2013 meeting. He noted that a new document from Ben East (OCC Highways) quoted an incorrect road name for the site address. He explained that there is a condition requiring street lighting design and that the development would not proceed if the lighting was not installed at the cost of the applicant. Cllr Nodder had requested the safety audit document relating

Cllr Gale

Cllr Nodder/  
Clerk

to the application but had not received it. Cllr Fitzgerald O'Connor agreed to ask David Groves for a copy. Cllr Holman commented that flood risks had not been addressed. Cllr Holman suggested WPC contact Ed Vaisey to ask for his support on this matter.

**Item 172** Finance  
Payments

- i. Elwyn Jones – litter collection for November - £195.60
  - ii. Clerk's pay – for Oct £280.65 plus home use allowance @ £50 = £330.65
  - iii. Clerk's expenses – Stamps and special delivery postage - £31.80
  - iv. Bawden – account for November - £379.52
- These payments were approved – Proposed Cllr Holman, Seconded Cllr Bailey.**

To agree under Section 137

- Request by the Village Hall Secretary for a donation towards the Village Hall extension – Cllr Gale **proposed** that WPC does support the village hall in some way but this should be discussed at the next meeting and was **seconded by Cllr Bailey**.

The Independent Advice Centre, Wantage – The Council **agreed** the benefit is commensurate with the spend (£50) and is making a grant to the charity to allow them to do their work in our area. **Proposed Cllr Bailey, Seconded Cllr Holman.**

To agree

- v. Cllr Nodder – Stationery & Ink - £18.58
- This payment was approved – Proposed Cllr Bailey, Seconded Cllr Holman.**

**Item 173** To agree the expenses incurred by Sue and Kenton re the village green application and all associated expenses relating to Cowan's Camp, Traveller Site and Boundary Commission

Cllr Holman commented that WPC should have funded these expenses not individuals. Cllr Gale reported that OALC had advised that parish councils have no legal power to give money for planning related issues. Also, under the local authority code of practice, parish councils cannot issue publicity to persuade the views of parishioners. As an alternative, if the "say no to Watchfield expansion" campaign was a formal fund WPC might be able to give money under its Section 137 power.

At 9.30 pm Cllr Skeffington proposed the suspension of standing orders and was seconded by Cllr Rawle.

Cllr Holman suggested the WPC had taken the "kudos" at the visit with Ed Vaizey but had not done anything.

**Item 174** Discussion of NALC and SLCC dispensations to allow Councillors to set the precept.

Cllr Gale explained that WPC had received briefings suggesting that Councils may need to grant dispensations for councillors living in the village a dispensation to vote on setting the precept as this may be considered a pecuniary interest. Cllr Gale sought guidance from OALC and was advised that dispensations were not needed. He **proposed** that there was no need to set up a dispensations process and was **seconded by Cllr Bailey**. All **agreed**.

**Cllr Gale proposed** rearranging the order of business to take Item 178 next and was **seconded by Cllr Bailey**.

**Item 178** Agenda Diary

- Budget forecast for the 2013/14 financial year – Cllr Nodder presented the proposed budget. She noted that the sports pavilion was the biggest asset and liability and the need for new ideas to allow the pavilion to pay for itself. She suggested generation of a fund for obsolescence. The grass cutting budget was raised by £1000 to allow for 2-3 additional cuts per annum. There was general discussion about changes to the method of setting the

council tax this year. Cllr Bush noted there would be a capped cost per household. **Cllr Bailey proposed** keeping the precept the same as last year at £22,000 and was **seconded by Cllr Holman**. There were six votes for and 1 abstention. **Cllr Gale proposed** acceptance of the budget document (budget review 30.11.12) and was **seconded by Cllr Bailey**. All **agreed**.

- Pavilion charges review – this has been done previously
- Update planning register – this item is **pending**
- Commencement of internal audit – this item is for information only.

Clerk

**Item 175** **Discussion of proposed electoral arrangements for Vale of White Horse District Council affecting Watchfield**

Cllr Gale had drafted and distributed an email objecting to the proposed boundary changes to include Watchfield in the Faringdon ward. Cllr Nodder **proposed** accepting the draft and sending it to Steve Corrigan (VWHDC) and was **seconded by Cllr Gale**.

Clerk

**Item 176** **Discussion of new cemetery maintenance contract**

Cllr Holman reported that she has received a quote from A&L and is waiting for a quote from Ben Gristwood. Cllr Gale suggested postponing this item until the January meeting.  
Cllr Bailey left the meeting at 10 pm.

**Item 177** **Adoption of a Freedom of Information Policy – Agreement of policy wording**

This item was postponed until the January meeting.

**Item 179** **Village website progress report**

There was nothing to report.

**Item 180** **Flood Group – progress report**

Cllr Holman reported that some ditches were filling with muck and that she had discussed the issue with Mr Taylor.

**Item 181** **Pavilion – maintenance and inspections; other updates**

Cllr Bush reported that he had installed the loft ladder in the pavilion.

**Item 182** **To note Correspondence**

There was no correspondence pack was this month.

**Item 183** **To take any other business**

Cllr Holman explained that Mrs Laidler had called her about the gully cleaning in Star Lane. Cllr Holman noted that this was the responsibility of OCC and asked the Clerk to notify OCC Highways department.

Clerk

Cllr Rawle asked the council to consider moving the monthly meeting from a Tuesday to a Thursday. This will be added as an agenda item next month.

Cllr Bush reported a collapsed inspection cover near Beckett Gate. He will report it to OCC Highways department.

Cllr Bush

Cllr Gale wished everyone a “Happy Christmas”.

At 10.17 pm **Cllr Skeffington proposed** reinstatement of standing orders (**seconded by Cllr Rawle**) and Cllr Gale and closed the meeting.

Dr C Matthews  
Clerk  
10.1.13

Approved:

Cllr D Gale - Chairman  
Watchfield Parish Council

Date:

