**MINUTES OF THE ORDINARY MEETING**

**OF WATCHFIELD PARISH COUNCIL**

**HELD AT**

**WATCHFIELD VILLAGE HALL**

**ON**

**TUESDAY 18th MARCH2014**

**AT 7.30pm**

**Present: In attendance:**

Cllrs Nodder- Chair Sally Mckendrick –Clerk

Holman Cllr Elaine Ware

Griffiths Cllr Yvonne Constance

Skeffington

Rawle

The meeting opened at 7.30 pm

The meeting was quorate.

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| 214. | To receive apologies  Apologies were received from Cllrs Bell and Bailey.  Clerk’s note: Email apology of absence received from Cllr Bush sent whilst Clerk attending this meeting. |  |
| 215. | To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting.  Cllr Nodder will leave the meeting during any discussions or voting regarding the Cowans Camp development. Cllr Skeffington would not take part in the vote on item 229 due to being the village hall representative. |  |
| 216. | To approve the minutes of the ordinary meeting held on 18th February 2014.  The minutes were approved and signed by the Chair. **Proposed by Cllr Holman, seconded by Cllr Griffiths, Cllr Skeffington abstained due to her absence.** |  |
| 217. | Matters arising from the ordinary meeting held on 18th February 2014   * Item 196- Meeting held with Thames Water & Bovis regarding the location of the waste pipe across the recreation ground - agenda item 223 * Item 199- Clerk has written to Matt Prosser regarding claiming section 106 monies. * Item 200- Clerk confirmed cash book entries now include more detail regarding expense payments. * Items 201 & 202- Agenda items March * Item 203- Clerk contacted Peter Dela –work has started on diversion pipes and manholes at rear of 98 & 100 High Street * Item 204- temp agreement for shower use has commenced * Item 205- agenda item * Item 210- completed |  |
| 218. | To approve the minutes of the extraordinary meeting held on 26th February 2014  The minutes were agreed. **Proposed by Cllr Holman, seconded by Cllr Rawle, Cllr Skeffington abstained due to absence.** |  |
| 219. | Matters arising from the extraordinary meeting held on 26th February 2014.  Cllr Holman attended the planning committee, giving a statement on the behalf of Watchfield Parish Council as agreed. Council thanks Cllr Holman. |  |
| 220. | To take questions and comments from members of the public  Cllr Elaine Ware spoke to the council regarding the following matters.   * Closure of the A420 meeting held at Shrivenham PC, this meeting was also attended by Cllr Rawle and the Clerk. OCC highways officers have spoken with the businesses on Shrivenham High Street, requesting deliveries are not during rush hour. There is a concern regarding the number of children around due to the closure being during the school summer holiday. There is to be another meeting with the highways officers in early May to give an update regarding revised plans. Cllr Nodder added that when she attended the transport meeting Stagecoach bus company seemed to know very little regarding the road closure, Cllr Ware commented that Stagecoach were invited to the meeting. Cllr Rawle felt positive regarding the removal of the pinch point on Faringdon Road, Cllr Constance added that the officers can only make temporary road closures. Cllr Rawle has spoken to Shrivenham 100 Business Park and the highways department regarding the current state of Majors Road. * Cllr Ware reminded council of the meeting of the Western Vale Villages (WVV) consortium on March 21st- Cllr Nodder and Clerk to attend. * Cllr Ware advised those Councillors wishing to attend the local plan meeting in Shrivenham on March 24th to register their interest as it is expected to be very busy. | SN  CLERK |
| 221. | To take questions and comments from members of the council  There were no questions from members of the council. |  |
| 222. | To address burial matters   * Adding an inscription for Betty and Richard Marsh fee of £15 received- payment noted. |  |
| 223. | To address planning matters   * S/OUT/14/0253 South of A420 (Employment site) South Marston-   Response deadline is March 25th – Clerk to send final version of circulated letter.   * Response to Vale Local Plan- letter circulated, Clerk to send. * P14/V0300/FUL- response to be no objections but points to be   raised regarding off street parking provision, parking clarification, driveway & entrance width, sustainability notes mention Post Office which is no longer there. Hedgerows and trees need to be maintained and the planning conditions must be enforced, also it is next to a listed cottage.   * Update on issues relating to Knapp’s Field P12/V1329/FUL- WPC   Met with Thames Water, digging has started in relation to the investigation works to see if the drilling technique can be used for the laying of the waste pipe through the recreation ground.   * Agree letter regarding planning conditions relating to removal of hedgerows- Cllr Nodder asked Cllr Ware if, when planning   conditions are changed, is she informed as WPC are not. Cllr Constance added that she has asked the planning department to communicate changes. Send letter and copy to David Buckle.   * Update on issues relating to Mac’s Field P14/V0287/FUL Erection of 16 houses with new access, parking, landscaping and associated works, land at Majors Road, Watchfield. A meeting has been   arranged with the planning officer Peter Brampton from VWHDC on March 28th at 10.30 am.  **8.05 pm Cllr Nodder left the meeting.**   * Update on issues relating to P13/V2359/RM Amendments to the reserved matters of Cowans Camp, Watchfield- Cllr Holman   attended the planning committee meeting, speaking for 3 minutes on the Councils behalf as agreed. The vote to agree the reserve matters was unanimous at the meeting.  **8.08 pm Cllr Nodder came back into the meeting.**   * Response to the Street Trading Policy Consultation- Agreed to   comment *WPC doesn’t object to any of the alterations.*  **Proposed by Cllr Holman, seconded by Cllr Skeffington** | CLERK  CLERK  CLERK  CLERK |
| 224. | Finance – payment   1. Clerks pay- £373.80 + £18.00 home use allowance = £391.80 2. Elwyn Jones- litter collection - £195.60 3. Thames Water- Pavilion - £50.62 + VAT £5.11 = £55.73 4. Leon Pearce – cleaning of bus stops, gutters and roofs - £60.00   **Proposed by Cllr Holman, seconded by Cllr Griffiths, all agreed.**   1. To agree under Section 137 2. There were no requests this month 3. To agree 4. Cllr Rawle expenses mop & bucket for pavilion- £9.80 5. Cllr Nodder expenses key cutting - £7.50 6. ORCC Annual Membership - £50.00 7. OALC Annual Membership - £236.39 + VAT £47.28 = £283.67 8. Clerks CILCA registration – £150.00   **Proposed by Cllr Holman, seconded by Cllr Rawle, all agreed.** |  |
| 225. | Renewal/Erection of Notices   * To agree the purchase of dog fouling stickers £19.81 for 50- Agreed   **Proposed by Cllr Griffiths, seconded by Cllr Skeffington, all agreed.**   * Discuss notices for allotment entrances   Clerk to seek advice regarding the liability of the footpath and the wording of a notice for the entrances of the allotments. | CLERK  CLERK |
| 226. | Letter to Ed Vaizey as Minister for Culture regarding 16 home development and loss of archaeological assets  Cllr Nodder advised that she has sent a personal letter to Ed Vaizey regarding this and had received a reply. It was agreed the Clerk would send the letter that had been circulated. | CLERK |
| 227. | Vote of no confidence in Cllr Bush  The item was requested by Cllr Holman.  Cllr Holman feels the Cllr Bush has brought the council into disrepute. Cllr Nodder confirmed there has been complaints to both the Parish Council and the Vale regarding Cllr Bush’s behaviour and a recent email from him to the clerk states, ‘I have no further interest in parish matters’ and ends ‘Good luck and have fun serving the rude and abusive residents of Watchfield! They deserve everything that is happening to them currently!’ Council has been advised by the Vale that he has clearly broken the Code of Conduct. **Proposed Cllr Holman, seconded by Cllr Nodder, all agreed** |  |
| 228. | Update on Freedom of Information request submitted to VWHDC  Correspondence has been circulated. There are anomalies in the information from the Vale, these will be discussed when council meets with Peter Brampton of the Vale planning department on the 28th March. | ALL |
| 229. | Request from Watchfield Village Hall for use of the Pavilion on 6th & 7th June 2014  Clerk confirmed there has been a request from the village hall to use the pavilion for the fete on 6th and 7th June 2014. It was agreed that the pavilion could be used. Cllr Constance agreed that a vote could take place due to no pecuniary interest. **Proposed Cllr Griffiths, seconded Cllr Nodder, Cllr Skeffinton abstained.** |  |
| 230. | To discuss combined Community Led/Neighbourhood Plans  Cllr Nodder advised that ORCC are willing to run a launch event. It was agreed that a date for the launch event should be at the weekend with the Parish Council hiring the village hall for the event. The event could be held on May 17th Cllr Nodder to contact ORCC and the Vale for advice. | SN |
| 231. | Agenda Diary   * Budget (carried over from February) agreed **Proposed Cllr Holman, seconded Cllr Skeffington, all agreed.** * Fire Safety Assessment- Agenda items for April are quotes for fire extinguishers & fire alarm servicing * Date of Annual Assembly & May Meeting- the Annual Assembly will be May 13th 7.30 pm, the May meeting will be May 20th 7.30 pm Clerk to invite following to the Annual Assembly. Police, Head teacher. Cllrs Constance, Howell, Ware. The Defence Academy, representatives from the Acorn group & village hall.   **8.51 pm Cllrs Ware and Constance left the meeting.**   * Update Planning Register- ongoing SN & Clerk agreed to meet 3/4/14 * Cllr Holman to get quotes for zip wire surround and bark chippings alternatives for next meeting * Football Club invoice- done * Internal Audit Process begins- ongoing | DG  CLERK  RH |
| 232. | Village website progress report  The Clerk has had minimal website training now. The website host (Raif) has been away but has agreed to look at the website issues pointed out by Cllr Nodder on his return. Cllr Holman will pass photos of Watchfield to Cllr Nodder for scanning to then be included on the site. | RAIF  RH SN |
| 233. | Flood group – progress report  Cllr Holman has spoken to Peter Dela from the Vale who is keen to ensure all ditches in the village are clear. Cllr Holman to speak to the school regarding the ditch in the school field. Cllr Holman to obtain quotes regarding the costs of extending the land drain up to the dip of the corner of the field in the recreation ground. | RH |
| 234. | Pavilion/Recreation Ground – maintenance and inspections; other updates   * To discuss the possibility of the installation of an external power supply at the Pavilion   It was agreed that Cllr Rawle will contact Humphries regarding a quote for an exterior power supply of 4 sockets each with a 3 pin socket. **Proposed by Cllr Skeffington, seconded by Cllr Griffiths, all agreed.**   * Cllr Nodder has cleared the shower drains and the floors have been cleaned. * Cllr Holman has emailed the football club regarding the outstanding key and the removal of the lawnmower currently stored in the pavilion. * Cllr Nodder to gather quotes for a replacement boot brush cleaner, for discussion at April’s meeting. | SN |
| 235. | To note correspondence   * The Clerk informed council that the letter to claim the grass cutting grant has been received. |  |
| 236. | To take any other business   * The Chair reminded the council that no single councillor is allowed to direct the actions of the Clerk. * Cllr Skeffington has been approached by village resident Ron Pitts regarding the lack of bus lay by at the bus stop on Faringdon Road, advised to direct to Mr Lee Turner at Oxfordshire County Council Highways department. * Cllr Holman noted there is still a bin missing despite numerous calls to Biffa. Cllr Nodder has contacted Biffa who informed her that a request is required from the Vale. * The Clerk advised council that as per standing orders the agenda for the ordinary meeting is required to be published 3 working days prior to the meeting. |  |

The meeting closed at 9.30 pm

Sally Mckendrick- Clerk to Watchfield Parish Council 12.04.14