**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 18th November 2014 at 7.30pm**

**MINUTES**

Present: Cllrs Nodder (Chair), Holman, Skeffington, Griffiths, Bush.

Lee Brown

Quorate: Yes

**ITEM ACTION**

148. To receive apologies for absence

Cllrs Rawle and Bailey. Cllr Elaine Ware.

149 To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the

 agenda for this meeting.

Cllr Nodder for 158 vii payment Cllr Holman for 158 f payment

150. To approve the minutes of ordinary meeting held on 21st October 2014

Proposed: Cllr Skeffington Seconded: Cllr Holman All agreed

151. To address matters arising from the ordinary meeting held on 21st October 2014

Item 129 – churchyard path is an agenda item

* Cllrs Holman and Skeffington attended St Thomas’ meeting – looking for funds and warden
* Cllr Nodder put Oxfordshire Healthwatch link on the website

Item 130 – Cllr Nodder is investigated Local Lettings Policy – acknowledgement email from Helen Novelle

* Cllr Nodder removed concrete from zip wire area

Item 131 – Cllr Nodder circulated CLP budget. Toby Warren still to contact Lee Brown re: printing at DA

Item 133 – Cllr Griffiths has updated planning register

* Knapp’s and Mac’s update are agenda items

Item 134 i – Cllr Skeffington has chased allotment contractor and will continue to do so. **SS**

* Cllr Holman has spoken to Bawden’s re extra grass cutting. Currently too wet.
* Cllr Bush read water meter. Cllr Holman will compare when updated bill arrives. **RH**
* Cllr Holman to chase paddock fencing **RH**

Item 135 – a) Cllr Holman to chase paddock rental contract **RH**

* h) Cllr Nodder has amended audit plan
* i) Cllr Nodder has contacted Internal auditor and sent letter of engagement
* m) Cemetery contract is on agenda
* p) Grass cutting contract is on agenda
* r) Budget forecast is on agenda
* s) Cllr Skeffington and Nodder attended Remembrance Services

Item 137 – Cllr Holman to contact Vale regarding proof of need for extra dog bins **RH**

Item 138 – Cllr Nodder received an email stating Council will be contacted for information required for open space consultation

Item 139 – Cllr Nodder sent agreed letter to Vale Sports and Leisure – no reply as yet

Item 140 – Cllr Nodder submitted bus service consultation as agreed and received reply that diversion of 1 per hour 66 through Watchfield seemed ‘eminently sensible’ but OCC could not impose this as 66 is a purely commercial route (Cllr Constance looking into) but take on board other comments

Item 141 – Cllr Nodder submitted agreed response to mobile library consultation

Item 142 – Cllr Nodder has added reciprocal agreement to emergency plan

Item 143 – Cllr Nodder has registered for Town & Parish Forum

152 To approve minutes of Extraordinary Meeting held on 30th October 2014

Proposed: Cllr Homan Seconded: Cllr Griffiths Cllr Bush abstained. All others agreed

153. To address matters arising from extraordinary meeting held on 30th October 2014

Clerk and RFO interviews arranged

154. To take questions and comments from members of the public

There were none

155. To take questions and comments from members of the Council

Cllr Nodder attended Planning Committee meeting where school expansion plans were passed (13 -1). Cllr Bush mentioned the 10 minute delays either side of the temporary traffic lights. Cllr Skeffington asked whether Parish Council is informed when OCC remove roadside signs and banners. Cllr Nodder stated it was not.

156. **To address burial matters**

1. Exclusive Right of Burial Re Dale Robert Moyle £40.00
2. Memorial for Dale Robert Moyle £40.00

157**. To address planning matters**

 (a) Update on Gypsy Site

Enforcement has met with representatives. Road agreement signed today. Lighting to go in this week. Island to follow shortly afterwards by OCC approved contractors. Will not involve road closure - everything has been paid for. Cllr Nodder chasing up other outstanding issues – safety audit for crossing. Enforcement team are due to visit site to ensure construction is per approved plans. Cllr Bush proposed a letter to OCC regarding avoidable resultant delays on A420 after the closure. Seconded Cllr Holman All agreed **SN**

 (b) Update on Knapp’s Field

Cllr Nodder is pushing Planning to facilitate Highways meeting – has now gone to top of council and questions are being asked re parking mistakes and other outstanding issues. District Cllrs Ware and Barber are chasing. Cllr Constance is chasing OCC Highways. As well as letter re Vale funding Cllr Nodder has also requested a breakdown of how all S106 money for all Watchfield developments have been calculated. Cllr Nodder to investigate status of pumping station and possible health and safety issues. **SN**

 (c) Update on Cowan’s Camp

Ecology update was circulated and ponds will be replanted in spring. A Little Owl was discovered and a box is being installed. TTRO for altered weight limit and additional signs are underway. Paul Ricks will contact council when work to be carried out putting in additional posts. Concerns have been raised regarding possible on road parking – Cllr Nodder has forwarded the Construction Traffic Management Plan. WPC has received request for 6 road names (Dec agenda). Road work still projected to start in Jan. May be some servicing work (gas) across Star Lane. Barratt’s will contact council first.

 (d) Update on 16 house development

Cllr Nodder represented WPC at Planning Committee meeting. Passed unanimously. No response yet received from Martin Deans following request that all S106 Sport and Leisure money be allocated to Watchfield.

 (e) P14/V2461/HH 21 Oxford Square

Comment that allocated off street parking is specified and must be retained to reflect requirement for increased size of house as location is unsustainable in terms of on-street parking.

Proposed: Cllr Holman Seconded: Cllr Skeffington All agreed **SN**

 (f) Vale of White Horse District Council Local Plan

Based on previous points of housing numbers and validity of SHMA, concentration of housing numbers and link to employment, housing density, non-coalescence of villages, design, infrastructure and public transport and deliverability plus additional points about Health provision, Broadband, environment and windfall policy **SN**

Proposed: Cllr Holman Seconded: Cllr Skeffington All agreed

 (g) Consultation on amendments to NPPF in relation to Travellers

In agreement with circulated comments outlined by CPRE

Proposed: Cllr Holman Seconded: Cllr Griffiths All agreed **SN**

158. Finance To Note

1. Clerks holiday pay 21 days £391.80
2. Elwyn Jones litter collection £195.60 (October)
3. British Gas Electricity Pavilion DD £34.36 + £1.71 VAT= £36.07
4. Royal British Legion Wreaths (Chairman’s Expenses) £37.00
5. SWALEC Pavilion Gas £33.60 + £1.68 VAT = £35.28
6. Zip wire surface Fenland Leisure Products Ltd (agreed 16/9/14, item 118viii) £3,129.83 + £625.97 VAT = £3,755.80
7. Cllr Nodder for Boot Wiper (agreed 16/9/14, item 118x) £195.00 + £39.00 VAT = £234.00
8. Cllr Nodder for CLP suggestion boxes (from CLP account) £164.51+£32.90 VAT = £197.41
9. Oxfordshire Association for the blind (agreed 16/9/14, section 137) £50

Proposed: Cllr Skeffington Seconded: Cllr Griffiths Cllr Nodder abstained All others agreed

**To Agree**

1. Mr & Mrs R. Pitts for maintenance of village sign £150.00

Proposed: Cllr Skeffington Seconded: Cllr Holman All agreed

1. To agree contribution towards CLP. Grant request budget circulated. Suggested WPC contribution £300. Cllr Nodder to ask ORCC and Vale regarding WPC members on CLP steering group **SN**

Proposed: Cllr Bush Seconded: Cllr Griffiths Cllrs Skeffington and Nodder abstained All others agreed

1. To agree purchases of benches/bins for recreation ground

Quotes circulated for recycled plastic benches. To be agreed at December meeting.

1. To agree purchase of gravel for maintenance of churchyard footpath (No: 2).

Quotes circulated. Suggested gravel with binder as more robust solution – Hills quote.

Proposed: Cllr Holman Seconded: Cllr Skeffington All agreed **SN**

1. Humphreys Electrical Re Pavilion £277.66 + £55.53 VAT + £333.19

For fire alarm servicing, electrical repairs and external light. Cllr Nodder to put external alarm servicing on agenda diary for every 3 years **SN**

Proposed: Cllr Skeffington Seconded: Cllr Holman All agreed

1. R. Holman Postage £6.90

Proposed: Cllr Skeffington Seconded: Cllr Griffiths Cllr Holman abstained All others agreed

1. Purchase of Smart Water Kits for PC property. £15 per kit for up to 50 items.

Proposed: Cllr Skeffington Seconded: Cllr Griffiths All agreed **SN**

**To Agree under Section 137**

Citizens Advice Bureau (Oxford). Suggested £50. Cllr Nodder to enquire whether they do travelling surgeries

Proposed: Cllr Skeffington Seconded: Cllr Bush All agreed **SN**

159. **Agenda Diary**

1. Budget Forecast for next financial year

Postponed to December agenda

1. Employer PAYE

No action required – nil return submitted by Net Result

1. Registration of Members Interests

No changes

1. Section 137 Payments

Updated

1. Cemetery Contract (postponed from October)

Ben Gristwood quote same as last year. Bawden’s have been asked for quote. Cllr Holman to investigate additional leaf clearance and raking of gravel. On December agenda **RH**

1. Grass cutting contract (postponed from October)

Cllr Holman to chase for 3 quotes. December agenda **RH**

1. Budget update (postponed from October)

On December agenda

 160. To agree Football Contract

No response from James. New secretary in place. Being billed under old system. Cllr Holman to chase for meeting **RH**

 161. 30 MPH speed limit on Faringdon Road

18 months ago Lee Turner (OCC) said crossing installation would come with automatic 30mph limit. Stated otherwise speed limits are environmental and not use driven. Because Faringdon road is not residential with domestic frontages could not impose 30mph limit. Cllr Nodder relayed email from Lee Turner. Cllrs Ware and Constance are chasing. Cllr Bush suggested sending letter containing report of government guidelines for speed limits to OCC Highways, copied to Cllr Constance. Suggested Neighbourhood Policing Team member attend WPC meetings.

Proposed: Cllr Bush Seconded: Cllr Griffiths All agreed **SN**

Cllr Skeffington proposed suspending Standing Orders at 21:30, seconded Cllr Griffiths, All agreed

 162. To note Correspondence

* Literature for Crisis Oxford
* Clarification of planning position of Roses Tea Rooms – email following villager query

 163. To take any other Business

* P14/V2571/HH 29 Oxford Square – submission date Dec 5th – Cllrs to request extraordinary meeting to discus,s otherwise will be returned no comment
* P14/V2527/FUL Village Hall – same position as before in that all bar 1 PC member has interest so not quorate for decision. Individuals can apply to District Council

Cllr Skeffington proposed reinstating Standing Orders at 21:40, seconded Cllr Griffiths All agreed

Meeting closed: 21:40