**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 20th January 2015 at 7.30pm**

**MINUTES**

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

Claire Arnold (Clerk)

Members of public: Lee Brown, Louise Hawley, Chris Parker, Ian Pearson, Mary Witherow, Marcus Witherow

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| **ITEM** |  | **ACTION** |
| **181a** | **To receive apologies for absence**  District Cllrs Elaine Ware and Howell |  |
| **182a** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  None |  |
| **183a** | **To approve the minutes of ordinary meeting held on 16.12.14**  **Proposed** Cllr Holman **Seconded** Cllr SkeffingtonCllr Bush **abstained** All others **Agreed** |  |
| **184** | **To address matters arising from the ordinary meeting held on 16.12.14**  Item 167 - received bill for allotment clearance   * Vale requests location of additional dog bins required * Gravel delivered & spread. Cllr Nodder thanked those who had helped   Item 168 – Cllr Ware reported fly-tipping and it was removed – no identification found  Item 170d – is an agenda item  Item 172d – planning registers are now on website  Item 172e – RFO now has internal audit details  Item 172f – Cllr Holman sent a revised invoice  Item 173 – benches have been ordered and The News has given a £200 grant towards additional costs – Cllr Nodder to send a letter of thanks  Item 174 – street names submitted as agreed and adopted by Vale  Item 176 – Cemetery contract still awaiting dates  Item 177 – Grass cutting contract still awaiting dates  Item 178 – Handover to clerk and RFO has begun | SN |
| **185** | **To take questions and comments from members of the public**  Mr Pearson thanked those who helped with the gravel. Suggests compacting and topping up regularly. Has also asked that the dog dustbin next to recreation ground is replaced  Mr Parker reported speeding, especially construction traffic. Cllr Nodder to contact site manager reference informing delivery companies. Cllr Bush suggested requesting a banner or large sign along Major’s Road.  Mrs Hawley highlighted the destruction of verges due to construction traffic and asked why Knapp’s field pathway had not been surfaced.  Mr Brown stated that military currently looking at locating more dog waste bins on SERCO controlled land/folly field | SN |
| **186** | **To take questions and comments from members of the Council**  Cllr Bush asked whether roads had been gritted. Other Cllrs confirmed this |  |
| **187** | **To address burial matters**  **(a) Mr P. Forty  re: Kathleen Mary Hambidge, Exclusive Right of Burial, Interment and Memorial stone (Cremation Plot) £120.00** |  |
| **188** | **To address planning matters** |  |
|  | **(a) Update on Gypsy Site**  Vale has agreed to Windmill View as the name of the road for the development  No news concerning enforcement visit |  |
| **(b) Update on Knapp’s Field**  Hedgerow replanting followed up. Still awaiting comments from pre-Christmas visit by Highways Road Safety Officer. Cllr Holman reported that ditch on Footpath 2/Folly field site had been breached and hedge beginning to be destroyed to gain access. Cllr Holman to contact site manager. Cllr Nodder to contact planning | RH  SN |
| **(c) Update on Cowan’s Camp**  Construction work to begin next week. All demolished materials will be reused on site. Contractors monitoring Star Lane for fallen trees am and pm and developers contacting ecologist about any re-replanting required. Peter Dela confirmed the ditch was responsibility of Cowan’s site. Cllr Nodder to inform Site Manager  Cllr Bush asked about dust build up when demolishing.  **(d) P14/V2877/FUL Land at Cowan’s Camp, Watchfield. Planning permission for the erection of 35 new (1, 2, 3 and 4 bed) homes of which 40% are affordable units on brownfield land previously consented for a care facility and learning disability unit**  Plans and possible objections discussed. Proposed we object on grounds of traffic generation, loss of employment, pressure on schools, nursery, medical, open spaces. Cllr Nodder to contact OCC schools officer, Elm Tree surgery and PCT, governors of school and look at S106 provision. Mr Brown to gather data from Academy regarding expansion and future school and health needs. Mrs Hawley to send a response from Cottage Nursery Trustees.  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed** | SN  CA  SN  LB  LH |
| **(e) Update on 16 house development**  Cllr Nodder has requested, several times, update and acknowledgement that S106 requests are being considered given the change-over of personnel. Email acknowledged but no more. |  |
|  | **(f)** P**lanning consultation for P15/V0038/A**  Application form is incorrect as states signs are not already in place. Suggested signs are not lit in a village location  **Proposed** Cllr Rawle **Seconded** Cllr Holman **Abstained** Cllrs Bush & Skeffington **Agreed** All others | CA  SN |
| **189** | **To address Project for OCC Community Budget**  Suggested quotes obtained for post and rail fencing along recreation ground play area  **Proposed** Cllr Holman **Seconded** Cllr Skeffington **All Agreed** | SN |
| **190** | **To address May Elections**  Costs have been factored into budget. Requests for standing in election are to go to clerk |  |
| **191** | **Amendment to Standing Orders**  Postponed to Feb agenda |  |
| **192** | **Appointment of Finance Officer**  Cllr Holman volunteered to continue as FO  **Proposed** Cllr Nodder **Seconded** Cllr Skeffington **All Agreed** |  |
| **193** | **Finance To Note (Inclusive of VAT if applicable)** |  |
|  | 1. **Louise Hawley – RFO (13/01/2015) £9.43. Stamps and stationery** 2. **Louise Hawley – RFO (20/01/2015) £180.00. I/N 115 for January 2015** 3. **Claire Arnold – Clerk (20/01/2015)£223.65.Wages £207.97 + home working allowance £15.68 (Jan 15)** 4. **Serco (16/12/2014) 2019 £133.30. CPL Flyers** 5. **Lloyds Bank (26/12/2014)£16.47.Bank charges** 6. **Bawden’s (31/12/2014) £391.20. Grass Cutting Dec 14** 7. **EG Jones (31/12/2014) £195.60. Litter picking Dec 14** 8. **Microsoft (S Nodder) (08/01/2015) £119.99 Microsoft Office 365. Agreed 30/10/14 Item 147c** 9. **Leon Pearce (09/01/2015) £60.00 Cleaning Bus Shelters** 10. **British Gas (22/01/2015) £62.88 Electricity use - Sports Pavilion** 11. **Solway Direct (S Nodder) (10/01/2015) £729.60. Benches on Rec. Agreed 16/12/14 Item 173** 12. **Thames Valley Police (S Nodder) (10/01/2015) £15.00. Smart Water Kit. Agreed 18/11/14 item 158g** 13. **Down2Earth (10/01/2015) £150.00 Allotments (High St) Digger hire. Agreed 21/10/14 Item 134i** 14. **Down2Earth (10/01/2015) £235.00 Allotments (Star lane) clearance. Agreed 15/07/14 Item 102** 15. **Down2Earth (10/01/2015) £290.00. Allotments (High St) clearance. Agreed 15/07/14 Item 102** 16. **Lloyds Bank (28/01/2015) £20.38 Bank charges** 17. **Hills (S Nodder) (13/01/2015)£310.28 Pathway gravel. Agreed 18/11/14 Item 158 d**   **Proposed** Cllr Skeffington **Seconded** Cllr Holman **Abstained** Cllr Nodder **Agreed** All others |  |
| **194** | **Finance To Agree (Inclusive of VAT if applicable)**   1. **H Webb (S Nodder) (20/12/2014) £5.11. For concreting in new football brushes at Pavilion**   **Proposed** Cllr Holman **Seconded** Cllr Rawle **Abstained** Cllr Nodder **Agreed** All others |  |
| **195** | **Finance To Agree under Section 137**  None |  |
| **196** | **Agenda Diary**  **(a) Online VAT return**  RFO has completed  **(b) Registration of Members’ interests**  No changes  **(c) Bank reconciliation**  As circulated  **Proposed** Cllr Holman **Seconded** Cllr Rawle **All Agreed**  **(d) Budget review**  As circulated  **Proposed** Cllr Holman **Seconded** Cllr Rawle **All Agreed**  **(e) Precept**  Agreed on 15/01/15. Precept request sent in  **(f) Section 137 payments**  Updated  **(g) Risk assessment**  As circulated  **Proposed** Cllr Holman **Seconded** Cllr Rawle **All Agreed**  **(h) Certificate of appreciation nomination**  No suggestions  **(i) Audit plan update**  As circulated  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed**  **(j) Employee PAYE**  Carried out by Net Result |  |
| **197** | **To note correspondence**  S106 update, OCC budget cuts, Oil buying scheme |  |
| **198** | **Any other business**  Cllr Griffiths reported a leak in the pavilion showers. Cllr Nodder to investigate  Cllr Nodder has reported verges, Star Lane and road states  Mr Brown to relay concerns about parking outside military quarters |  |

Meeting closed: 20:59

Claire Arnold 20/01/15