**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 17th February 2015 at 7.30pm**

**MINUTES**

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

Claire Arnold (Clerk)

Members of public: Nigel Bayston, District Cllr Elaine Ware

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| **ITEM** |  | **ACTION** |
| **199** | **To receive apologies for absence**  Cllr Skeffington, Cllr Bush, Cllr Rawle, Cllr Bailey, District Cllr Simon Howell, Lee Brown |  |
| **200** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr Nodder – No vote on items involving personal payments  Cllrs Nodder, Holman, Griffiths as members of the Village Hall Management Committee, no vote on matters based on the village hall |  |
| **201** | **To approve the minutes of extra ordinary meeting held on 15.01.15**  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All** **Agreed** |  |
| **202** | **To address matters arising from the extra ordinary meeting held on 15.01.15**  Precept Submitted |  |
| **202 a.** | **To approve the minutes of the ordinary meeting held on 20.01.15**  **Proposed** Cllr Griffiths **Seconded** Cllr Holman **All Agreed** |  |
| **203** | **To address matters arising from the ordinary meeting held on 20.01.15**  Item 184 – Letter sent  Item 185 – OCC enquiry about verge parking – ongoing investigation into previous permissions.  Cllr Nodder has replaced damaged dog bin by recreation ground.  Cllr Nodder has contacted Barratts re: routing of construction traffic  OCC are chasing Bovis re: surfacing of path.  Item 189 – Quotes for fencing requested and brought in to meeting today. To be completed by 31.03.15. | SN |
| **204** | **To take questions and comments from members of the public**  Nigel Bayston expressed interest in joining WPC. He has lived in Watchfield for the past 25 years and feels it is now time to give something back to the community.  District Clllr Elaine Ware made the council aware of the following;  Planning proposal for 115 houses in Shrivenham (Gladman Housing). Golf course has had its 3 year lease agreed and therefore no planning expected there.  Situation at the Vale due to the fire has progressed, they are currently looking for a new building to work from and a decision will be made by the end of the month (possible location will be in Didcot). Gratitude to staff expressed for their work through this period.  From May 8th the number of District Cllrs are being reduced and therefore more parishes under less councillors.  From 9th March the Vale will open information about contractors and are hoping for joint services with other parishes.  Cllr Holman asked about a Waitrose, Aldi and Costa being built in Faringdon. District Cllr Ware was unaware of the development and thanked the council for the update. |  |
| **205** | **To take questions and comments from members of the Council**  Cllr Nodder addressed Star Lane as having uneven road signs and pot holes (previously marked now washed away), issues have been passed on to Countryside Services. |  |
| **206** | **To address burial matters**  None |  |
| **207** | **To address planning matters** |  |
|  | **(a) Update on Gypsy Site**  Cllr Holman has noticed a blue pipe gushing water, Cllr Nodder reported to Thames Water.  Enforcement & planning officer due to visit site reference business use and construction. District Cllr Ware to follow up. |  |
| **(b) Update on Knapp’s Field**  Site manager contacted by Cllr Holman and filled in ditches have been excavated  Cllr Nodder contacted Peter Dela about fencing to prevent shot cuts being taken and ditch around this site. Has been told the ditch will be cleared before developer leaves site. Hedgerow replanting should be done before end of February. OCC have been informed that tactile pavements stops and does not follows on opposite path. |  |
| **(c) Update on Cowan’s Camp**  Ditch clearance by MoD, disputed by Barretts stating it is OCC responsibility. Ongoing problem to be addressed by Peter Dela.  Only four units on Cowan’s Camp can be connected to Watchfield sewage system to bring the system to maximum capacity. The rest of the housing will need to find another or new system and such a matter needs to be addressed before more houses are built.  Cllr Nodder contacted Nigel Holmes from OCC Care Commissioning about care home requirements. Adrian Butler has been made aware of this. |  |
| **(d) Update on 16 house development**  No Update |  |
|  | **(e) S/OUT/14/0253 outline application for employment development. New landscaping and junction to A420.**  Re-submit concerns about A420 capacity  **Proposed** Cllr Griffiths **Seconded** Cllr Holman **All** **Agreed** | SN/CA |
| **208** | **To discuss drainage options for Watchfield**  The council is proposing to re-clear the ditch on the other side of the playing field with a low point and place a ditch across the paddock to join the school ditches. This shall link with the MoD ditch (no issues raised by the MoD with this proposal).  The School will need to be contacted and Peter Dela to see if this proposal can be agreed by all. Cllr Holman suggests better land drainage around the play area is needed. Options and quotes to be obtained.  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed** | SN/RH |
| **209** | **To discuss Pavilion car parking and landscaping**  Pavilion car park capacity needs to be increased and landscaping addressed. Cllrs Holman & Nodder to acquire quotes and costing.  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed** | RH/SN |
| **210** | **To address May elections**  Time table obtained. Two people are required to nominate a candidate. Nominations must be hand delivered. District Cllr Ware has volunteered to deliver the nominations. Clerk to notify candidates when forms published | CA |
| **211** | **Amendment to Standing Orders**  New format standing orders with statutory amendment adopted  **Proposed** Cllr Nodder **Seconded** Cllr Holman **All Agreed** |  |
| **212** | **Litter picking arrangements**  Elwyn Jones is retiring. Advertisement for job role, £8.00 p.hr, 25 hours per month, candidate needs to be self-employed and hold public liability insurance**.**  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed** | CA |
| **213** | **Request to hold Village Fete on Recreation Ground from 10 a.m Friday 5th and all day 6th June 2015**  Noted |  |
| **214** | **Finance To Note** |  |
|  | **i. H J Webb (S Nodder) concreting in the new football brushes at pavilion £4.26 + £0.85 VAT = £5.11 (Agreed 20/01/15 Item 194a)**  **ii. E G Jones Litter Picking £195.60 + £0.00 VAT =£195.60**  **iii. MPLC (S Nodder) Movie licence - from CLP budget £75.00 + £15.00 VAT =£90.00**  **iv. C Arnold Clerks wages £256.78**  **v. L Hawley RFO wages £180.00**  **vi. The Net Result Payroll £15.00 + £3.50 VAT = £18.50**  **viii. SSE Gas used at Sports Pavilion £92.01 + £4.60 VAT = £96.61**  **ix. Amazon (S Skeffington) Movie – from CLP budget £10.41 + £2.08 VAT = £12.49**  **x. TEN Licence (S Nodder) – from CLP budget £21.00**  Noted |  |
| **215** | **Finance To Agree**  **a) Safe Options Ltd 8 x locker keys for pavilion £24.49 + £4.90 VAT = £29.39**  **Proposed** Cllr Griffiths **Seconded** Cllr Holman **All Agreed**  **b) To prune Christmas Tree £70 + £14 VAT = £84**  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed**  **c) To agree lock changes at pavilion**  Quote (ESS); Front door 1 (no outside access device, complete with Garrison integrator cylinder) £190.36 + VAT.  Side Door 1 (no outside access device, complete with Garrison integrator cylinder) £190.36 + VAT.  Rear Storage Cupboard £103.97 + VAT  Aluminium by-fold door £103.97 + VAT  Additional Keys £65.60 + VAT  Further Quotes to be obtained by Cllr Griffiths. Proposed go ahead up to maximum £1000  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed**  **d) S Nodder Expenses Paper £8.33 + £1.67 VAT = £10.00**  Postponed to March meeting as not quorate without Cllr Nodder’s vote  **e) L Hawley Expenses Paper & Ink cartridge £19.65 + £3.93 VAT = £23.58**  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed**  **f) To agree** **SLCC membership**  Total £96.00 (Based on Salary above £3,001, Joining fee of £8.00 and full year subscription of £88.00)**.**  **Proposed** Cllr Nodder **Seconded** Cllr Griffiths **All Agreed**  **g) To agree bench installation**  Quote of £120 (Barry Reynolds)  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed** | DG  CA  SN |
| **216** | **Finance To Agree under Section 137**  None |  |
| **217** | **Agenda Diary**  **(a) Registration of Members’ Interests**  No Changes  **(b) Insurance Review**  Cllr Nodder and FO to collaborate by the end of March  **(c) Employer PAYE**  Carried out by Net Result  **(d) Financial Regulations – 2 yearly review**  Adopt new regulations as circulated  **Proposed** Cllr Holman **Seconded** Cllr Griffiths **All Agreed**  **(e) Parish Election Arrangements**  Discussed under item 210  **(f) Assets register – update**  Cllr Nodder to complete  **(g) Section 137 payments**  No requests this month | SN |
| **218** | **To note correspondence**  Neighbourhood planning meeting postponed till November.  Planning application for private home extension to be sent to all councillors, if required extraordinary meeting shall be planned as deadline for council’s comments is 9th March. |  |
| **219** | **Any other business**  None |  |

Meeting closed: 20:59

Claire Arnold 20/01/15