**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

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

**MINUTES**

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

Claire Arnold (Clerk)

Members of public: Louise Hawley

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| **ITEM** |  |  |
| **224** | **To receive apologies for absence**  District Cllr Simon Howell, District Cllr Elaine Wares, Cllr Bailey |  |
| **225** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr Nodder on matters of finance regarding herself. |  |
| **226** | **To approve the minutes of extra ordinary meeting held on 03.03.15**  **Proposed** Cllr Holman  **Seconded** Cllr Skeffington **Agreed** **Abstained** Cllrs Rawle & Bush |  |
| **227** | **To address matters arising from the extra ordinary meeting held on 03.03.15**  Amended responses submitted as agreed  Letter to Barratts sent  Acknowledgement of Complaint  Acknowledgement of comments made for Charmagon House and assurance that the plans shall reflect our comments |  |
| **228** | **To approve the minutes of ordinary meeting held on 17.02.15**  **Proposed** Cllr Griffiths **Seconded** Cllr Holman **Agreed Abstained** Cllrs Skeffington, Rawle & Bush |  |
| **229** | **To address matters arising from the ordinary meeting held on 17.02.15**  Item 203 - Application for County Councillor grant sent in but only one quotation received  Item 207(e) – response to Swindon employment site sent in  Item 208 – agenda item  Item 209 – Cllr Holman states no formal quote yet but shall be looked in to.  Item 210 – agenda item  Item 212 – only one applicant so far so, as self-employed, trial if correct paperwork received. Contract to be established.  Item 215(c) – DG has obtained 3 quotes. Currently going through details. Cllr Holman would like a quote for the French doors so this is done immediately. Cllr Bush to take a look at the doors and asks if this can be done under emergency finances as a quote cannot be established without the work being carried out. Quotes to be passed on to all members of the council.  Item 215(f) – Claire Arnold to send SLCC membership to Louise Hawley  Item 215(g) – Barry Reynolds notified quote accepted and will install when temperature increased  Item 217(f) – ongoing and visiting Reading archive to clarify past purchases. Cllr Nodder to check filing cabinet. | RH  SN  CA  SN |
| **230** | **To take questions and comments from members of the public**  None |  |
| **231** | **To take questions and comments from members of the Council**  SLCC meeting. Minutes sent to all councillors  Cllr Bush related correspondence regarding WestMill Bridge and the money spent by OCC on the project to date. |  |
| **232** | **To address burial matters**  Cllr Holman would like to address costs for scattering of ashes as the council has no current price for this. She has suggested based on other council charges for this service at £20.00, to be agreed on the next agenda. | CA |
| **233** | **To address planning matters** |  |
|  | **(a) Update on Gypsy Site**  Enforcement visit imminent but no exact date yet.  Cllr Bush has made comment about a left over board (OCC sign) alongside the A420 found in hedgerow, opposite the gypsy site. Cllr Nodder shall contact OCC about this.  Cllr Rawle has made comment about noxious smoke coming from the site last Thursday. | SN |
|  | **(b) Update on Knapp’s Field**  Local lettings – 25 new builds let since Nov 2014. 2 households already lived in Watchfield, although only one met the strict strong local connection criteria. Further 5 lived within 2 parishes from Watchfield. No unsuccessful bidders with strong local connections. All 25 have local connection to Vale of White Horse. Cllr Nodder has been contacted by member of the public regarding lettings, Cllr Bush agrees this is not a council responsibility however public are re-directed to the housing register.  Chasing Roads Agreement about pavement surfacing. Enforcement re exterior fencing.  Hedgerow not planted and Cllr Nodder to chase this matter. | SN |
|  | **(c) Update on Cowan’s Camp**  Site manager has been contacted regarding traffic concerns, he has apologised for the behaviourof lorry drivers and will be putting up new signage for construction traffic. Constructions signs imminent. Confusion over location of current signs, he has contacted OCC. Tug at Shriv 100 also having problems with HGVs from both sites – Cllr Nodder has given him contacts at both sites, OCC and Vale. Ditch – Barratts have acknowledged riparian responsibility – Peter Dela has said this involves litter picking and strimming. Newts – restarted work, some night searches with torches. Show homes will open in Oct, 1st occupation Nov 2015. Finish 100 homes site Dec 2018. Hedges – dead elms will have to be removed end of season – negotiating replanting. Service works at Star end lane beginning 20th April – will letter drop houses and keep access to Star Lane open. Substation will probably be removed. New one on green at Oak Road pedestrian exit. Sewerage for main site still being sorted out. Compound will be alarmed as more material is on site. No update on re-opening of public space and noise reduction measures. |  |
| **(d) Update on 16 house development**  Contacted Planning re the S106 agreement. Still not on website as agreed. Email from Martin Deans. Unclear how the sports and open space contribution has been arrived at – does not tally with our S106 request. Break down is required. |  |
| **(e) Community Infrastructure Levy Draft Charging Schedule consultation**  Seem to be penalising smaller developments by CIL of over double for larger developments. Deadline 23rd March. Cllr Nodder suggested a comment that smaller developments for small villages should be encouraged. Cllr Bush has commented that it would seem as though small villages are subsidising larger towns, given this is a large increase as there was no S106 for developments with under 10 houses. Cllr Nodder to draft a letter with these concerns.  **Proposed** Cllr Skeffington **Seconded** Cllr Griffiths **All Agreed** | SN |
| **(f) Science Vale Area Action Plan consultation**  Deadline 17th April. Emphasise the A420 issues feeding into Science Vale area as commuter route as part of question 2/3. Location of new housing should relate to employment centre to avoid commuting – all other developments within the Vale are relying on the Science Vale employment opportunities but not contributing to improved infrastructure and public transport to allow easy commuting. Not a joined up policy between Science Vale and the rest of planning.  Council would like to point out the above comments in a letter.  **Proposed** Cllr Holman **Seconded** Cllr Rawle **All Agreed** | SN |
|  | **(g) Invitation to comment on A420 chapter in Local Transport Plan**  A420 Strategy, point 8 worrying in that it talks about developments along A420 corridor that will generate significant amounts of movement will be supported by a Transport Assessment but ignores the cumulative effect of smaller developments. No definition of significant.  Upgrading of Shrivenham junction and Watchfield roundabout, no further details available. Other routes to be evaluated B4508 Highworth Road and B4000 south of Shrivenham. Cllr Bush suggested addressing the lack of pedestrian/cyclists practicality and encouraging ‘green lifestyle’  **Proposed** Cllr Holman **Seconded** Cllr Bush  **All Agreed** | SN |
| **234** | **Relocation of dog bins**  Current locations. Recreation ground x 2 dog, footpath 2 dog on MOD land, Backlands dog, Oak Rd/Oxford Square (1 dog 1 mixed), Maiden’s Close (1 dog, 1 mixed), Major’s Road (1 dog), High Street/Barrington (mixed), Northford Hill (1 dog 1 mixed). No extra bins shall be provided however  proposing remove dog bins from Maiden’s and Northford as covered by mixed bins and relocate on Oxford Square/Star Lane junction and North end of High Street by A420.  Cllr Holman would like signs to go on general waste bins saying they can be used for dog waste and for this to be publicised in local PC newsletter, on WPC website and on notice boards.  District Council would like to move the dog bin from Maidens Close as a general waste bin is also present there.WPC would like to have a trial bin along Star Lane to see if this would be used before dog bins are removed from certain locations and placed there.  **Proposed** Cllr Skeffington **Seconded** Cllr Holman **All Agreed** | SN |
| **235** | **Barn Kindergarten**  Cllrs Ware & Constance met with Faringdon Academy reference accommodating needed classrooms within site leaving Barn in current location. Also, Farmer Gow’s may be an option. Cllr Bush would like to comment that this is a good local facility for 140 children and a lack of planning by OCC will result its loss. Letter to FA cc. Ed Vaizey and OCC education focussing on the loss of outside space that cannot be replicated within the school.  **Proposed** Cllr Skeffington  **Seconded** Cllr Rawle **All Agreed** | SN |
| **236** | **WVV meeting, March 18 2015 and future role**  Dissolution except for supportive role as Planning is now so politicised. Still help with co-ordinated response to A420 and joint issues/ A420 working group at OCC. Council is happy with the recommendations.  **Proposed**  Cllr Holman **Seconded** Cllr Skeffington **All Agreed** |  |
| **237** | **Football Foundation meeting, April 20 2015**  Any other members of Pavilion Advisory sub-committee welcome to join. With Liz Pill who has been collaborating and meeting with WPC in relation to a new FDP and increased usage so will be a work in progress. Brought to Council to be agreed. Just heard about FA pitch improvement scheme - £100 for a visit and improvement plan – contacted re grants available. If not on next agenda.  To attend so far Cllr Nodder, Cllr Rawle, Cllr Holman. |  |
| **238** | **Road Safety Update**  Geoff Barrells suggestions to include cycle line options funded possibly by developers. By placing cycle lanes on both sides of the road this may help with traffic speed. Council agrees if funded by developers but would very much like in addition speed limit reductions and a school crossing sign. Local member is in support of reduction of speed limit. Reduce speed to 30mph not supported by OCC as too expensive with too much engineering and weakens separation of Watchfield and Shrivenham. Other road safety issues in GB report. Speed data from Lee Turner. Verge parking and ownership of land still under investigation.  **Proposed** Cllr Rawle **Seconded** Cllr Holman **All Agreed** |  |
| **239** | **Drainage update**  MOD in principle not opposed to joining ditches or putting some kind of system at base of Folly Field to divert run-off. FA Estates person not in principle opposed to joining ditches if school ditch is a transit rather than holding ditch. Wants OK of capacity in system from Vale before taking it to board. Also, as alteration to Academy land would need approval of Secretary of State as well as the Academy Board. SN to contact Peter Dela regarding capacity. If not enough then another plan will be required.  Cllr Holman has generated two quotes that will be available next meeting. | SN |
| **240** | **Elections May 2015 update**  Date for nominations March 25th to 4pm April 9th hand delivered to Abingdon. Elector numbers required for form – clerk now has list. Council in purdah from March 30th. Notice of Election must be published March 30th Statement of Nominated persons must be published April 10th May 7th polling day May 9th counting day May 11th current council retires and new council takes office |  |
| **241** | **Finance To Note** |  |
|  | **(a) Safe Options (17/02/2015) £24.49 + £4.90 (VAT) = £29.39 8 x locker keys**  **(b) E G Jones (03/03/2015) £195.60 + £0.00 (VAT) = £195.60 Litter Picking - Feb 2015**  **(c) Thames Water (03/03/2015) £36.11 + £3.17 (VAT) =£39.28 Water Sports Pavilion**  **(d) Lloyds Bank (05/03/2015) £15.05 + nil (VAT) = £15.05 Bank charges**  **(e) Bawden (03/03/2015) £326.00 + £65.20 (VAT) = £391.20 Grass cutting - Jan 2015**  **(f) Lloyds Bank (27/03/2015) £15.42 + nil (VAT) = £15.42 Bank charges**  **(g) Bawden (11/03/2015) £326.00 + £65.20 (VAT) = £391.20 Grass cutting - Feb 2015**  **(h) S Nodder (expenses - CLP) (11/03/2015) £104.05 + £20.81 (VAT) = £124.86 Banner and food**  **(i) Watchfield Village Hall £30.00 +nil (VAT) = £30.00 Hire of large hall - CLP budget**  **(j)L.Hawley (RFO) £180.00 + nil (VAT) = £180.00 RFO wages March 2015**  **(k) Clerk salary £256.78 March 2015** |  |
| **242** | **Finance To Agree**  **(a) Grass seed for the Star Lane paddock £57.50 (Free delivery ) No VAT**  **Proposed** Cllr Holman **Seconded** Cllr Rawle **All Agreed**  **(b) S Nodder Expenses Paper (10/01/2015) £8.33 + £1.67 (VAT) total = £10.00**  **Proposed** Cllr Skeffington **Seconded** Cllr Holman **Agreed** Cllr Nodder Abstained |  |
| **243** | **Finance To Agree under Section 137** |  |
| **244** | **Agenda Diary**  **(a) Registration of Members’ Interest**  No changes  **(b) Employer PAYE**  Carried out by Net Result  **(c) Paddocks topping and/or harrowing**  Already in hand this year but on the agenda as the usual time to consider  Cllr Holman has re-contacted contractors now paddocks are drying  **(d) Fire safety assessment**  Notice to Pavilion members to carry out  **(e) Date for annual assembly and May meeting**  AGM must take place between 11 and 25 May. Annual Parish meeting must take place between 11 May and 31st July.  Dates chosen for AGM; Tuesday 09th May, for Annual Parish meeting; Tuesday 26th May 19.30. Invites to be sent to MoD Academy, councillors, developers, CLP, school, and police.  **(f) Section 137 payments**  Updated  **(g) Internal Audit Process begins**  Clerk/RFO/Chair. Meeting next Tuesday  **(h)Update planning register**  Updated  **(i) Insurance renewal**  Due 1st June. Awaiting e copy to check assets and wages amounts  **(j) Review of Paddock Lease**  Both paddocks to be moved in agenda for review in September as renewal is November 1st.  Change in Agenda Diary to Paddock License not lease.  **(k) Football Club invoice**  RFO – Paid, next due end of March.  Possibly start using a log book inside the Pavilion.  **21:30 Suspension of Standing Orders**  **Proposed** Cllr Skeffington **Seconded** Cllr Holman All Agreed | SN  DG  CA  CA  LH  CA  CA  LH  RH |
| **245** | **To note correspondence**  Post Office  White Horse Half Marathon. 29th March  Update of Parish details  End of year from Net Result |  |
| **246** | **Any other business**  Bank Signatories Form to RFO  **REINSTATE STANDING ORDERS**  **Proposed** Cllr Skeffington **Seconded** Cllr Holman **All Agreed** |  |

Meeting closed 21:32

Claire Arnold Clerk to Watchfield Parish Council 23/03/15