**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 19th January 2016 at 7.30pm**

**MINUTES**

Present: Cllrs Nodder (Chairman), Holman, Griffiths, Parker, Bayston, Stillman

Claire Arnold (Clerk), District Cllr Ware. 2 members of public

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| **ITEM** |  | **Action** |
| **155** | **To receive apologies for absence** Cllrs Rawle, Douglas, District Cllr Howell, County Cllr Constance |  |
| **156** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting** Cllr Nodder will take no part in discussion for 177a |  |
| **157** | **To take questions and comments from members of the public** Comments were made relating to dog bins on MOD land, Stage 2 of Local Plan Part 1 update, contamination of recycling bins, Vale DC budget to be completed by 17.02.16**.** County Cllr Constance passed comments on. | CA |
| **158** | **To take questions and comments from members of the Council** Items mentioned included gate on allotment path (to be added to February agenda), banner, crossing update, water leak on High Street, ditch update. | CA |
| **159** | **To approve the minutes of ordinary meeting held on 15.12.15**  Proposed: Cllr Holman Seconded: Cllr Griffiths Agreed: All |  |
| **160** | **To address matters arising from the ordinary meeting held on 15.12.15** All action points are completed, in hand or on the agenda |  |
| **161** | **To address burial matters** 1. Burial Inscription – Jean Norman-Thorpe £15.00. |  |
| **162** | **To address planning matters**  a) P16/V0067/LB Repairs to existing building at Beckett Lodge. No Objections.  Proposed: Cllr Holman Seconded: Cllr Parker Agreed: All  b) Update on current developments. Cowan’s Camp street naming and numbering.  c) New dwelling on Shute Avenue, deadline extension for WPC comment required. | CA  CA |
| **163** | **To agree lone worker policy**  Proposed: Cllr Holman Seconded: Cllr Griffiths Agreed: All |  |
| **164** | **To agree complaints policy**  Proposed: Cllr Holman Seconded: Cllr Parker Objecting: Cllr Stillman Agreed: All |  |
| **165** | **To agree vexatious and persistent complaints policy**  Proposed: Cllr Holman Seconded: Cllr Parker Agreed: All |  |
| **166** | **To agree submissions to The News** Submissions based on WPC decisions, actions, policy or information of importance to the community can be submitted by Clerk or Councillors without detail being agreed at PC meetings.P. Arnold can add to military magazine. Highworth Link News may be contacted.  Proposed: Cllr Stillman Seconded: Cllr Bayston Agreed: All |  |
| **167** | **Community advertising on Parish Council property** Clarified that Community Events advertising does not require planning permission. Agree that Community Events can be advertised on Parish property at the discretion of Clerk or Councillors without requiring case specific agreement at PC meetings.  Proposed: Cllr Stillman Seconded: Cllr Holman Agreed: All |  |
| **168** | **To agree bus shelter funding options** Circulated. Would require contribution of £2637.48 if we want 4 shelters as previously discussed plus the base and cycle racks specified in the S106 (£76.50 incl. delivery for 2 x cycle racks). P. Arnold to see if any monies could be contributed from the military.  Proposed: Cllr Holman Seconded: Cllr Stillman Agreed: All | PA  SN |
| **169** | **Agree Dog Fouling signs on school path** As previously discussed. Costs in finance to agree. Will need to ask school for permission to position one on fence.  Proposed: Cllr Stillman Seconded: Cllr Griffiths Agreed: All | SN |
| **170** | **Councillor Badge/ID**Options to be investigated. | SN |
| **171** | **Strategy for tackling Dog Fouling** Other campaigns discussed. Something in the local news to be added, possible free poop bag give away to be added as an agenda item in the future.  Proposed: Cllr Holman Seconded: Cllr Stillman Agreed: All | SN |
| **172** | **Allotment issue on rats**  Options circulated; bait boxes and bait to be ordered x12 (every other allotment). Up to £100.00 spend.  Proposed: Cllr Bayston Seconded: Cllr Stillman Agreed: All | SN |
| **173** | **Pavilion update** Football U14s update. Hand dryers put in. |  |
| **174** | **Website update S**et up all new email addresses |  |
| **175** | **Agree representation at NHBS Committee January 26th 2016, Beacon** Cllr Nodder to attend  Proposed: Cllr Holman Seconded: Cllr Stillman Agreed: All | SN |
| **176** | **Agree information leaflet for new housing** Circulated and discussed  Proposed: Cllr Parker Seconded: Cllr Griffiths Agreed: All | SN |
| **177** | **Finance To Agree**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  | **Cost** | **VAT** | **Total** | **Comment** | | a | S. Nodder | £27.51 | £5.50 | £33.01 | 2 x dog fouling signs from Buildasign.co.uk  Proposed: Cllr Holman Seconded: Cllr Parker Abstained: Cllr Nodder Agreed: All | | b | C. Arnold | £107.90 | £7.00 | £114.90 | OALC Audit training course + overtime + mileage  Proposed: Cllr Holman Seconded: Cllr Parker Agreed: All | |  |
| **178** | **Finance to note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Cost** | **VAT** | **Total** | **Comment** | | 123-Reg (R. Aldridge) | £29.88 | £5.98 | £35.86 | Web Hosting (1 year) | | 123-Reg (R. Aldridge) | £11.99 | £2.40 | £14.39 | Domain renewal (1 year) | | Lloyds Bank | £16.70 | £0.00 | £16.70 | Bank charges | | S. Nodder | £80.00 | £16.00 | £96.00 | Emergency lighting batteries - pavilion | | C. Arnold | £19.40 | £0.00 | £19.40 | USB stick & postage | | Mr Pitts | £150.00 | £0.00 | £150.00 | Maintenance of Village Sign | | Vale of White Horse DC | £1,403.63 | £0.00 | £1,403.63 | Parish Election charges | | Crowdy & Rose | £1203.00 | £240.00 | £1443.00 | Payment for land transfer | | P. Spencer-Matthews | £200.00 | £0.00 | £200.00 | Litter picking December 15 | | The Net Result | £55.50 | £0.00 | £55.50 | Payroll processing | | C. Arnold | £92.10 | £23.03 | £115.13 | Office 365 renewal | | Bawden | £66.65 | £13.33 | £79.98 | Grass cutting, cemetery | | Bawden | £329.93 | £65.99 | £395.92 | Grass cutting - village | | British Gas | £64.41 | £3.22 | £67.63 | Electricity at sports pavilion | | C. Arnold | £265.50 | £0.00 | £265.50 | Clerks wages Jan 16 | | L. Hawley | £180.00 | £0.00 | £180.00 | RFO wages Jan 16 | |  |
| **179** | **Agenda Diary**   1. **Online VAT return** RFO to complete 2. **Registration of Members’ Interests** CA to contact Vale again regarding incorrect entries on register 3. **Bank Reconciliation**   Proposed: Cllr Holman Seconded: Cllr Parker Agreed: All   1. **Budget Review**   Proposed: Cllr Parker Seconded: Cllr Nodder Agreed: All   1. **Section 137 Payments**  * **Request from Root & Branch** £50.00 to be donated.   Proposed: Cllr Holman Seconded: Cllr Griffiths Agreed: All   1. **Risk Assessment**   Proposed: Cllr Bayston Seconded: Cllr Parker Agreed: All   1. **Certificates of Appreciation – Nomination** To consider 2. **Audit Plan update** Football Club invoice to be removed.   Proposed: Cllr Holman Seconded: Cllr Parker Agreed: All   1. **Online VAT return** RFO to complete before end of January 2. **Employer PAYE** Carried out by NetResult | CA |
| **180** | **File back-up Storage** Done |  |
| **181** | **To note correspondence** Queen’s birthday celebrations to be added to February agenda | CA |
| **182** | **Any other business** Comments on new larger welcome sign to Watchfield with speed sign | CP |

Claire Arnold

Clerk to Watchfield Parish Council 19/01/16

Closed 21:17 hrs