**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 20th September 2016 at 7.30pm**

**MINUTES**

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

District Cllr Ware, County Cllr Constance

|  |  |  |
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| **ITEM** |  | **Action** |
| **76** | **To receive apologies for absence**  Cllr Rawle, Clerk, District Cllr Howell |  |
| **77** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  SN will not take part in vote or discussion for items 87, 94, 96 g and h  RH will not take part in vote or discussion for item 96 g |  |
| **78** | **To take questions and comments from members of the public**  EW – new portfolio Housing, Environmental Health & Communications. Changes to recycling circulated. Vale 2nd for recycling rates in UK. New CE David Hill. Golf Course negotiations continuing. 5 council contract started and going well. Devolution statement on website – preferred for 3 unitary authorities. Encourage parishioners to return electoral forms. Oxford City unmet housing need – Vale needs to accommodate 2200 homes. No sites yet identified - will be allocated in LP2 – due submitted Feb 2018 and will be consulted on.  YC – bus 66 arrived. Pressing S106 issues to go to scrutiny committee to be properly resourced with regard to infrastructure etc. Devolution from County perspective – proposed single unitary representing 800,000 – too big. Now proposing strategic authority – not a finished plan yet. Need ‘broad agreement’ between District & County – not as yet. Health consultation delayed to January. Wantage hospital closed, surgeries are closing, John Radcliffe wants to change provision of services. Will be a consultation on changes to community based care. Shrivenham Surgery is under Swindon PCT but District Nurses under Oxfordshire Health. |  |
| **79** | **To take questions and comments from members of the Council**  Truck stop outside Co-Op causing visibility concerns |  |
| **80** | **To approve the minutes of ordinary meeting held on 19.07.16**  Proposed: RH Seconded: CP Abstained: SN, DG, NB Agreed: All others |  |
| **81** | **To address matters arising from the ordinary meeting held on 19.07.16**  All matters are complete, in hand or on the agenda for this meeting. MUGA S106 successfully supplied for and equipment ordered. |  |
| **82** | **To address burial matters**   1. **Additional inscription on an existing memorial - Alice Rogers £15.00 paid** 2. **Interment of ashes in Plot 95 - the late Alice Rogers, £150.00 paid** 3. **Exclusive Right of burial re Mr Richard Fairlie Plot 169 £150.00 paid** 4. **Exclusive Right of Burial re Mrs Ruth Holman Plot 163 £150.00 paid** 5. **To agree purchase of Shaw’s Grant of Exclusive Right of Burial book £98.23 + VAT**   Proposed: AS Seconded: CP Agreed: All   1. **To agree quote for Grounds maintenance - sunken graves**   Quote circulated. Bawden’s £1314.50 to re-instate 49 graves.  Proposed: NB Seconded: MD Agreed: All |  |
| **83** | **To address planning matters**   1. **P16/V2292/T56 - development work Faringdon Rd Roundabout Junction.**   No Objections  Proposed: RH Seconded: AS Agreed: All   1. **Current update on all developments**   Hedging, streetlights, pedestrian access, POS, grasscrete road – Cowan’s. Road surfacing – Knapp’s & Mac’s. Bus stop – Knapp’s | CA  SN |
| **84** | **To discuss Waste collection options**  Quotes circulated. £15 per fortnightly collection + VAT. Explore hardstanding options Oct agenda  Proposed: RH Seconded: DG Abstained: Agreed: All | SN  CA |
| **85** | **To agree attendance to Community First Oxfordshire AGM - 27th October 2:00pm**  Any councillor welcome to attend |  |
| **86** | **To agree quotes on repairs of playground equipment**  Quotes circulated. ARD quote accepted for repairs identified by RoSPA report plus additional post foundation  Proposed: As Seconded: RH Agreed: All | SN  CA |
| **87** | **To discuss and agree CLP funding** (RH takes over chairmanship)  Agree that remaining WPC funding may be used to further projects highlighted in the plan  Letter to Vale that WPC disappointed Vale/OCC not doing the same  Proposed: RH Seconded: CP Abstained: SN Agreed: All others | SN |
| **88** | **To agree quote for recreation ground hedging work** (SN resumes chairmanship)  Quotes circulated. HedgesDirect 500 plants 60-90cm + accessories. £440.42 + VAT  Proposed: NB Seconded: AS Agreed: All | SN |
| **89** | **To agree quote for pedestrian access to recreation ground**  No quote yet available. RH to chase | RH |
| **90** | **To discuss and agree Oxfordshire Together S101 Grass Cutting agreement**  No revised agreement has been forwarded from OCC. Clerk is chasing | CA |
| **91** | **Review of Effectiveness of Internal Audit**  Discussion of Internal Audit Report has not been minuted so analysis of report and review of effectiveness will be on October agenda | CA |
| **92** | **Audit Plan update**  Revisions needed: Analysis of Internal Audit into July. Analysis of External Audit into October  Proposed: SN Seconded: RH Abstained: Agreed: All | CA |
| **93** | **To agree amended contract for use of keys by pavilion users**  Successful trial. Suggested amended contract  Proposed: CP Seconded: DG Agreed: All | CP  DG |
| **94** | **Finance to Agree**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Payee | Amount Net | VAT | TOTAL Gross | Detail | | S. Nodder | £18.99 | £0.00 | £18.99 | Lock & chain for allotments. | | Proposed: RH Seconded: DG Abstained: SN Agreed: All | | | | | | C. Arnold | £23.00 | £0.00 | £23.00 | Stationery – Printer Ink | | Proposed: RH Seconded: CP Agreed: All | | | | | |  |
| **95** | **Finance to note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Name | Amount Net | VAT | Total Gross | Detail | | Bawden | 237.10 | 47.42 | 284.52 | Supply plant, materials, labour to herbicide all kerbs, gutters etc. | | Playsafety | 87.50 | 17.50 | 105.00 | Annual inspection of play equipment | | Lloyds Bank | 20.90 | 0.00 | 20.90 | Bank charges | | Thames Water | 58.66 | 5.44 | 64.10 | Water - sports pavilion | | Bawden | 64.58 | 12.90 | 77.48 | Grass cutting, cemetery August 16 | | Bawden | 334.54 | 66.91 | 401.45 | Grass cutting August 2016 | | P. Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking August 16 | | C. Arnold | 417.60 | 0.00 | 417.60 | Clerks wages August 16 | | L. Hawley | 193.20 | 0.00 | 193.20 | RFO pay August 16 | | SSE | 568.00 | 113.60 | 681.60 | Gas - sports pavilion | | Lloyds Bank | 15.59 | 0.00 | 15.59 | Bank charges | | P. Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking July 16 | | Bawden | 64.58 | 12.92 | 77.50 | Grass cutting, cemetery July 16 | | Bawden | 334.54 | 66.91 | 401.45 | Grass cutting July 16 | | Vale of White Horse DC | 200.93 | 40.19 | 241.12 | Dog bin emptying April to June 16 | | Came & Company | 72.95 | 0.00 | 72.95 | Additional insurance premium for bus shelters | | British Gas | 48.51 | 2.42 | 50.93 | Electric - sports pavilion | | Wessex Heating Ltd | 240.00 | 48.00 | 288.00 | Service of heater/water heater in sports pavilion | | R. Holman | 9.00 | 0.00 | 9.00 | 2 x keys for Backlands gate | | P. Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking June 2016 | | MainMan Supplies Ltd | 63.16 | 12.63 | 75.79 | Toilet tissue for pavilion | | L. Hawley | 18.68 | 0.66 | 19.34 | Files x 2 + stamps | |  |
| **96** | **Agenda Diary**   1. **Completion of External Audit** Report has not yet been received 2. **Members’ Interests – Annual review** Current Vale list circulated for amendments - none 3. **Registration of Members’ Interests** See above 4. **Section 137 Payments** None received 5. **Update Planning Register** Updated by Clerk 6. **Burial Charges Review**   As circulated. Charges to remain the same  Proposed: CP Seconded: MD Abstained: Agreed: All   1. **Review of Paddock Licenses** As circulated. No changes.   Backlands rental to remain £100/month  Proposed: NB Seconded: CP Agreed: All  (DG takes over chairmanship)  Church paddock rental to remain £25/month  Proposed: CP Seconded: DG Abstained: RH, SN Agreed: All   1. **Allotment Hire Charges and Agreement Review**   As circulated. With amendments discussed. NB/Clerk to send renewal letters  Proposed: NB Seconded: MD Abstained: SN Agreed: All others  (SN resumes chairmanship)   1. **Pavilion charges review**   £6.50/hr general hire. Match £20 junior, £40 senior. Tournament days £50 junior, £90 senior. Rates for Royals reduced for 2016/17  Proposed: CP Seconded: NB Agreed: All   1. **Employer PAYE** Carried out by NetResult | CA  CA  CA  CA  RH  NB  CA  CP |
| **97** | **File back-up Storage** To be done on return of Clerk | CA |
| **98** | **To note correspondence** None |  |
| **99** | **Any other business**  Comments concerning caravan on Knapp’s, kids on & around pavilion and vandalism. Notices gone from zipwire. |  |

Meeting closed 9.13pm

Claire Arnold

Clerk to Watchfield Parish Council 27/09/16