**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 18th April 2017 at 7.30pm**

**Minutes**

Present: Cllrs S Nodder (Chairman), R Holman (Vice), D Griffiths, A Stillman, N Bayston.

C Arnold (Clerk)

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| **ITEM** |  | **Action** |
| **246** | **To receive apologies for absence**  T Brock (RFO), Cllrs A Rawle, C Parker, District Cllrs E Ware, S Howell |  |
| **247** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr Nodder will not vote on finance item in 259 relating to reimbursement. |  |
| **248** | **To take questions and comments from members of the public**  Cllr SN reports on behalf of District Cllrs E Ware and S Howell on the unitary proposal, Local Plan P2,Vale Housing and neighbourhood plan for Faringdon. Vale Grants now open and close by 15th May. |  |
| **249** | **To take questions and comments from members of the Council**  Cllr Nodder met with Geoff Barrell of OCC to discuss delay installing VAS poles on Faringdon Road and possible footpath improvements. |  |
| **250** | **To approve the minutes of ordinary meeting held on 21.03.17**  Proposed: Cllr AS Seconded: Cllr NB Agreed: All |  |
| **251** | **To address matters arising from the ordinary meeting held on 21.03.17**  All action points have been completed, are in hand, or on the agenda for this meeting |  |
| **252** | **To address burial matters**  None |  |
| **253** | **To address planning matters**   1. **Update on current developments –** Money for footpaths being investigated**.** 2. **P17/V0872/LB – Strattenborough Castle Farm Highworth Road**   Council agree to No Objection  Proposed: Cllr RH Seconded: Cllr DG Agreed: All   1. **P16/V2871/LB - The Grange 41 High Street**   Council agree to No Objection  Proposed: Cllr AS Seconded: Cllr NB Agreed: All   1. **P17/V0710/FUL - Workshop at Westmill Farm Highworth Road**   Council agree to No Objection  Proposed: Cllr RH Seconded: Cllr AS Agreed: All | CA  CA  CA |
| **254** | **To discuss/agree extra bin provision on parish land**  3 Quotes previously circulated. Council agree to additional Roadway bins (x3 if Vale does not provide High Street bin) at a cost of £164.95 each with £25 per bin for installation.  Cllr SN has asked the Vale to provide extra bin along High street, waiting for response.  Proposed: Cllr RH Seconded: Cllr AS Agreed: All | SN |
| **255** | **To discuss/agree increase in litter picker rate**  Council agree to increase to £250 per month in light of extra duties (emptying dog bins and potential extra bins on Recreation Ground and Backlands).  Clerk to ask RFO to increase standing order for Litter Picker for May.  Clerk to contact Vale to stop collecting dog bins at the end of April.  Cllr SN to amend Contract for Litter Picker  Proposed: Cllr NB Seconded: Cllr RH Agreed: All | CA  TB  SN |
| **256** | **To discuss/agree ending the dog waste bin collection service from Vale of White Horse District Council**  In light of agreements above, Council agree to cancel Vale contract for dog waste collection. Clerk to contact Vale DC to end collection of dog waste on parish land at end of April.  Proposed: Cllr RH Seconded: Cllr DG Agreed: All | CA |
| **257** | **To agree WPC response to Vale of White Horse District Council Local Plan Part 2**  Cllr SN has provided a detailed reply, Council agree to the response. Cllrs thank Cllr SN.  Proposed: Cllr RH Seconded: Cllr DG Agreed: All | SN |
| **258** | **To agree to use of Parish land for school treasure hunt**  Council agree. Clerk to contact school.  Proposed: Cllr DG Seconded: Cllr NB Agreed: All | CA |
| **259** | **Finance to Agree**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Payee | Amount Net | VAT | TOTAL Gross | Detail | | Community First Oxfordshire | £20.00 | £4.00 | £24.00 | PAT testing equipment from Community First Oxfordshire | | Proposed: Cllr RH Seconded: Cllr DG Abstained: Cllr SN Agreed: All | | | | | | S. Nodder | £6.99 | £1.40 | £8.39 | Purchase of PAT test labels | | Proposed: Cllr RH Seconded: Cllr NB Abstained: Cllr SN Agreed: All | | | | | | OALC | £35.00 | £7.00 | £42.00 | Social media training course for Clerk | | Proposed: Cllr RH Seconded: Cllr NB Agreed: All | | | | | | C. Arnold | £95.92 | £0.00 | £95.92 | Overtime and travel expenses for clerk on training course | | Proposed: Cllr NB Seconded: Cllr RH Agreed: All | | | | | |  |
| **260** | **Finance to Note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Name | Amount Net | VAT | Total Gross | Detail | | VWHDC | 200.93 | 40.19 | 241.12 | Emptying of dog bins | | Humphreys Electrical | 80.00 | 16.00 | 96.00 | Re-fix lighting of bollard - pavilion | | S Nodder | 138.20 | 0.00 | 138.20 | RFO TAX (Jan/Feb/Mar) | | Paul Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking | | The Net Result | 66.00 | 0.00 | 66.00 | Payroll | | 707 resource management | 32.00 | 6.40 | 38.40 | Waste collection | | C Arnold | 432.52 | 0.00 | 432.52 | April Salary | | T Brock | 202.40 | 0.00 | 202.40 | April Salary | |  |
| **261** | **Agenda Diary**   1. **Employer PAYE** – carried out by NetResult 2. **Online VAT return –** carried out by RFO on 10/04/17 3. **Registration of Members’ Interests –** No changes 4. **Employer PAYE – Annual Return –** completed via NetResult 5. **Section 137 Payments –** updated by clerk 6. **Bank Reconciliation –** circulated   Proposed: Cllr RH Seconded: Cllr AS Agreed: All   1. **Budget Review – end of year**   With detailed amendments. RFO- CTRS and Precept columns need altering.  Proposed: Cllr RH Seconded: Cllr DG Agreed: All   1. **To agree and sign Section 1&2 of Internal Audit**   Postponed to next meeting.   1. **Audit Plan update**   With amendments. Clerk to alter.  Proposed: Cllr RH Seconded: Cllr NB Agreed: All   1. **Section 137 –** clerk to update. No Applications so far, this financial year. 2. **ROSPA Play Area inspection – book**   Include new pieces (6 pieces and MUGA wall). Fitness equipment to be tested weekly.   1. **Grass Cutting Grant- application -** complete 2. **Update key holder list -** Clerk to update | TB  CA  TB  CA  CA  CA  CA |
| **262** | **File back-up Storage** - done |  |
| **263** | **To note correspondence**  Thank you for recipients of Co-Op vouchers  1st Beaver of Shrivenham and Watchfield has requested a voluntary litter pick - Council agree and will lend him some grabbers and binbags. Cllr SN to correspond. | CA  SN |
| **264** | **Any other business**  None |  |

Claire Arnold

20:13 meeting closed.

Clerk to Watchfield Parish Council 18/04/17