**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 21st February 2017 at 7.30pm**

**Minutes**

Present: Cllr S Nodder (Chairman), R Holman (Vice), D Griffiths, A Rawle, A Stillman, N Bayston, C Parker

C Arnold (Clerk), District Cllr E Ware

1 member of public

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| **ITEM** |  |  |
| **203** | **To receive apologies for absence**  District Cllr S Howell, County Cllr Y Constance, Cllr M Douglas. |  |
| **204** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr SN will not vote on item 217 – financial reimbursement |  |
| **205** | **To take questions and comments from members of the public**  District Cllr Ware reports Local Plan P1 adopted and P2 is progressing. CIL supplementary planning document hearing postponed to review responses made in the consultation period. No proposals to change parishes in the Watchfield and Shrivenham ward. Contaminated waste is still a problem in recycling although improvements have been seen since Christmas. New waste vehicles will be in operation in June. The S106 Register is now available on the Vales website. Budget and Council tax for the Vale was approved and council tax will increase by 4.3%. |  |
| **206** | **To take questions and comments from members of the Council**  Cllr Nodder - Virgin update, no response from Peter Doyle. Additional bins by bus stops, thank you to Vale. Series of incidents including vandalism in the village noted, pole knocked down by car, suspicious activity down Star Lane, fake delivery man behind homes. Any suspicious activity must be reported. Cllr Parker - football incident where injury and damage arose. Cllr Bayston asks for the water to the allotments to be turned off and notes four street lights are not working by the school.  Cllr Stillman asks about community payback, would like to thank Cllr Nodder for her efforts made in dealing with Virgin and roads. States a problem with street hedging, clerk to contact OCC regarding a hedge letter. Notes white lining along High St need repainting and posts need attention around the village. Bollards were donated to the council therefore asset register needs changing to £1.00 donation. Raised planter and contractor quotes needs to be obtained and added to the agenda. | SN  CA  CA  CA |
| **207** | **To approve the minutes of ordinary meeting held on 17.01.17**  Proposed: Cllr RH Seconded: Cllr AS Abstained: Cllr AR Cllr NB Agreed: All |  |
| **208** | **To address matters arising from the ordinary meeting held on 17.01.17**  All points of action are complete, in hand or on the agenda for this meeting |  |
| **209** | **To discuss Proposal to support Highworth Library**  Sarah Church would like to propose WPC contributes to staffing costs of Highworth Library on a continuing basis as many parishioners from Watchfield and Shrivenham use it, including preschool and military users. Cllr SN worries if WPC fund a proportion of Highworth library staffing there is then a possibility that Faringdon could also ask for contribution to their library. WPC budget and precept has been set for 2017/18 and proposed contribution equates to 13% of our total precept. Highworth Town Council are contributing to 11 hours per work staff. WPC states that unfortunately WPC will not be able to assist financial contribution this year as the budget and precept for the year have been set. Such a large commitment would require agreement from parishioners. However, WPC will assist with any campaign. Clerk to send minutes to Sarah.  Proposed: Cllr SN Seconded: Cllr RH Agreed:All | CA |
| **210** | **To agree Watchfield Parish Council’s response to One Oxfordshire proposal**  Cllr Nodder circulated response outlining concerns about accountability, time scale and structure. Council agree and response shall be sent to Peter Clerk, Matthew Barber, Elaine Ware, Yvonne Constance, Ed Vaizey.  Proposed: Cllr RH Seconded: Cllr DG Agreed: All | SN  CA |
| **211** | **To address burial matters**  To add to next agenda**.** | CA |
| **212** | **To address planning matters**   1. **Update on current developments**   Sycamore tree – Hills/ reported to tree officer. Sewer and road works to be completed asap. Knapp’s - roads work on site required, according to OCC officer. Cowan’s – will be temporary resurfacing works on High Street.   1. **P16/V2871/LB - Replacement of 3 windows to the rear of the property, set of French doors**   **and a single door because they are unrepairable. The Grange 41 High Street Watchfield**  No objection  Proposed: Cllr AS Seconded: Cllr AR Agreed: All   1. **P16/V3192/FUL- Removal of existing glazed walkway and replacement with new glazed**   **walkway in the same location. Building 68 Eisenhower Building Shrivenham.**  No objection  Proposed: Cllr RH Seconded: Cllr CP Agreed: All   1. **P17/V0111/FUL – Reconfigure McDonalds drive through to allow side by side ordering**   Council note thy have increased the size of the building, decreased parking spaces and have added large quantities of marketing signage. To return a comment about decreased parking.  Proposed: Cllr SN Seconded: Cllr DG Agreed: All   1. **P17/V0293/FUL – Block W Shrivenham 100 Business Park – Commercial building to facilitate one business unit and parking**   No objection  Proposed: Cllr NB Seconded: Cllr AS Agreed: All | CA  CA  CA  CA |
| **213** | **To agree attendance at a PAT Testing course run by Community First Oxfordshire**  Cllr SN proposes she attend the course.  Proposed: Cllr RH Seconded: Cllr DG Agreed: All | SN |
| **214** | **To agree quote to level ground by the field shelter to stop rain water from flooding the stables,**  **Clear ditch to allow water to run freely.**  Backlands paddock quote agreed. Cllr CP suggests the ditch is kept cleared after the work is complete and this be incorporated in the contracts.  Proposed: Cllr CP Seconded: Cllr NB Agreed: All | CA |
| **215** | **To agree disposal of vouchers received from pavilion participation in SWELL scheme, £181 CO-OP vouchers.** To be distributed amongst Royals Football Club, Acorn Club, Over 50’s club, Sheila Jarvis Coffee club, Friendly Club, St Thomas Church, St Alban’s Youth worker  Proposed: Cllr DG Seconded: Cllr RH Abstained: Cllrs RH, DG, AR (Acorn), Cllr NB (Elaine’s over 50s), Cllr CP (St Albans). Agreed: All | SN |
| **216** | **To agree S101 grass cutting agreement from Oxfordshire County Council**  Grass cutting agreement received Cllr SN to sign and return  Proposed: Cllr RH Seconded: Cllr CP Agreed: All | SN |
| **217** | **Finance to Agree**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Payee** | **Net** | **VAT** | **TOTAL** | **Detail** | | S Nodder | 24.34 | 4.87 | 29.21 | Replacement pavilion locker keys | | Proposed: Cllr RH Seconded: Cllr AS Abstained: Cllr SN Agreed: All | | | | | | S Nodder | 23.25 | 4.65 | 27.90 | Bouquet – Chairman’s Fund | | Proposed: Cllr RH Seconded: Cllr AS Abstained: Cllr SN Agreed: All | | | | | |  |
| **218** | **Finance to Note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Payee** | **Net** | **VAT** | **Total** | **Details** | | British Gas | 68.52 | 3.42 | 71.94 | Electricity - pavilion | | Bawden’s | 334.54 | 66.91 | 401.45 | Grounds maintenance – Dec 2016 | | Bawden’s | 64.58 | 12.92 | 77.50 | Maintenance-cemetery – Dec 2016 | | Lloyds | 0.00 | 0.00 | 25.93 | Bank charges | | VWHDC | 200.93 | 40.19 | 241.12 | Emptying of dog bins Oct-Dec 2016 | | Watchfield Village Hall | 13.00 | 0.00 | 13.00 | Hire of small hall | | Shrivenham Fencing | 396.00 | 79.20 | 475.20 | Pedestrian gate – recreation ground | | Rafe Aldridge | 41.87 | 8.38 | 50.25 | Website yearly renewal | | P Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking | | 707 Resources | 30.00 | 6.00 | 36.00 | Waste collection end of Mar | | C Arnold | 432.52 | 0.00 | 432.52 | February salary | | T Brock | 202.20 | 0.00 | 202.20 | February salary | | S Nodder | 160.96 | 7.22 | 168.18 | Replacement for lost cheque 2219 | | Bawden’s | 64.58 | 12.92 | 77.50 | Grounds maintenance - cemetery | | Bawden’s | 334.54 | 66.91 | 401.45 | Grounds maintenance | | SSE - pavilion gas | 161.03 | 8.05 | 169.08 | Quarterly pavilion gas | | Parkfield | 1800.00 | 0.00 | 1800.00 | Tree work – Backlands | | S. Nodder | 845.00 | 169.00 | 1014.00 | Onsite tools – speed indicator device | |  |  |  |  |  | |  |
| **219** | **Agenda Diary**   1. **Assets Register – update** Bollard costing to be updated   Proposed: Cllr CP Seconded: Cllr DG Agreed: All   1. **Registration of Members’ Interests –** No Changes 2. **Section 137 Payments –** updated by clerk 3. **Insurance Review –**   Junior multi-play to be added, individual benches need to be removed, bus shelter total cost needs to be added, Generators as separate items need to be added.  Clerk to send policy to Cllr AS for review.  Proposed: Cllr RH Seconded: Cllr NB Agreed: All   1. **Employer PAYE –** carried out by NetResult 2. **Financial Regulations – 2 yearly review -** Readopt with amendments and new date and add to website   Proposed: Cllr AS Seconded: Cllr RH Agreed: All   1. **Parish Election arrangements** – Not applicable this year 2. **Freedom of Information Policy – Review -** Readopt with new date and add to website   Proposed: Cllr CP Seconded: Cllr RH Agreed: All   1. **Data Protection Policy – Review -** Readopt and add to website   Proposed: Cllr RH Seconded: Cllr AS Agreed: All   1. **Community First membership -** Cost £70.00.   Proposed: Cllr DG Seconded: Cllr NB Agreed: All | CA  CA  AS  CA  CA  CA  TB  CA |
| **220** | 1. **File back-up Storage**   Done |  |
| **221** | **To note correspondence**  Representation to ‘Reducing the Risk and Impact of Flooding’ – April 27th Central London – Cllr SN to investigate attendance as a part of NAG.  Attendance at LP Part 2 – March 6th, Wantage. | SN |
| **222** | **Any other business**  Cllr CP goalpost holes not capped. Solar light quotes to go on next agenda. Website in progress and social media investigated. Clerk to attend training.  Cllr DG new fencing complaint. The fence will not be removed until all work is complete. | CA  CA |

Meeting Closed 21: 17

Claire Arnold

Clerk to Watchfield Parish Council 21/02/17