**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 17th January 2017 at 7.30pm**

**Minutes**

Present: Cllrs S Nodder (Chairman), R Holman (Vice), C Parker, A Stillman, D Griffiths, M Douglas.

C Arnold (Clerk) T Brock (RFO)

J Turnbull (DA Station Commander)

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| **ITEM** |  | **Action** |
| **184** | **To receive apologies for absence**Cllrs A Rawle, N Bayston, District Cllrs E Ware, S Howell. |  |
| **185** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**None |  |
| **186** | **To take questions and comments from members of the public**Station Commander Jamie Turnbull introduces himself and makes comment on unit closures and states Shrivenham is a receiver station and will not be closing but shall be growing. Unlikely however to build any further accommodation in Watchfield or sell off what the military currently owns. Notification that military police have now been withdrawn. Folly Field status neds to be clarified with DIO |  |
| **187** | **To take questions and comments from members of the Council**Virgin Broadband work around the village has been disruptive. Cllr Parker notes on dog mess along Star Lane and recommends a solar light or reflective strips on the new gate to the rec, Cllr Parker to investigate. Two Spitfire tournaments 17th and 18th.Cllr S Nodder notes Cllr E Ware report. Clerk to add warmth info on to website. Grants open and Cllrs and clerk to investigate | CPCA |
| **188** | **To approve the minutes of ordinary meeting held on 20.12.16**Proposed: Cllr RN Seconded: Cllr AS Agreed: All  |  |
| **189** | **To address matters arising from the ordinary meeting held on 20.12.16** All action points are complete, in hand or on the agenda for this meeting |  |
| **190** | **To approve the minutes of extra ordinary meeting held on 10.01.17**To Amend – Proposed: Cllr AS not AR on item 182 and 183.Proposed: Cllr DG Seconded: Cllr RH Abstained: Cllrs MD CP Agreed: All  |  |
| **191** | **To address matters arising from the extra ordinary meeting held on 10.01.17**Precept request has been sent and acknowledged |  |
| **192** | **To address burial matters**1. **Exclusive right of Burial (Cremation plot 106/5) re Mr Hans Fredrik Ugland**

**Interment of ashes. 30/12/16 Also a vase with inscription £130.00 paid** |  |
| **193** | **To address planning matters**1. **Update on current developments**

Major’s Rd – verge damage reported to Highways, resurfacing work required and reinstatement once work is completed has been assured. Cowan’s – hedgerow planting underway, POS opening in summer in some form.1. **P16/V3216/HH -: Proposed rear extension and internal modifications to 10 Oak Road, Watchfield**

Council wishes to return comment that off-road parking be adequate for increased size. Proposed: Cllr SN Seconded: Cllr RH Agreed: All 1. **P16/V3149/HH -: Manners House 2 Eagle Lane Watchfield. Side rear extension, revised roof, and other improvements**

Council wishes to return comment that off-road parking be adequate for increased size. Proposed: Cllr SN Seconded: Cllr RH Agreed: All 1. **P16/V3246/FUL -: Shrivenham Hundred Business Park Watchfield, New Commercial building**

Council returns a No Objection commentProposed: Cllr RH Seconded: Cllr as Agreed: All  | CACACA |
| **194** | **To discuss closure of Faringdon Children’s Centre and their business plan**31st March Watchfield Action for Children closes. Council would like a comment returned regarding how this would benefit Watchfield residents, the council have concerns about the ability of users being able to travel from Watchfield to Faringdon. No funding yet to be considered.  | CA |
| **195** | **To discuss and renew Website Domain**Cllr CP suggests taking control of the website domain and would like to ask Rafe how the council can take full control of the website. Clerk to attend a training session regarding social media.  | CPCA TB |
| **196** | **To discuss and agree disposal of vouchers received from pavilion participation in SWELL scheme**£181 CO-OP vouchers. Cllrs willconsider. Clerk to add to the next agenda | CA |
| **197** | **Finance to Agree**

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| --- | --- | --- | --- | --- |
| Payee |  Net | VAT | TOTAL | Detail |
| The Net Result | 59.00 | 0.00 | 59.00 | Payroll processing  |
| Proposed: Cllr RH Seconded: AS Agreed: All  |
| OALC | 35.00  | 7.00  | 42.00  | Training event for Clerk |
| Proposed: CP Seconded: DG Agreed: All  |

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| **198** | **Finance to Note**

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| --- | --- | --- | --- | --- |
| Payee |  Net | VAT | Total  | Detail |
| Community First Oxfordshire | 365.60 | 0.00 | 365.60 | CLP return of funding |
| Lloyds | 23.50 | 0.00 | 23.50 | Bank charges |
| Sue Nyder Nettlebed Hospice - grant | 50.00 | 0.00 | 50.00 | Grant S137 |
| Wantage Independent Advice Centre | 50.00 | 0.00 | 50.00 | Grant S137 |
| Wicksteed Playgrounds | 7,597.00 | 1,519.40 | 9,116.40 | S&F Wildcats multi-sport system |
| 707 Resource Management | 30.00 | 6.00 | 36.00 | Waste collection end of Feb 17 |
| C Arnold | 93.60 | 18.72 | 112.32 | Subs Office 365 |
| T Brock | 202.40 | 0.00 | 202.40 | RFO wages – January 2017 |
| C Arnold | 417.60 | 0.00 | 417.60 | Clerk wages – January 2017 |
| P Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter pick village |

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| **199** | **Agenda Diary**1. **Online VAT return** – completed by RFO
2. **Registration of Members’ Interests** – No changes
3. **Bank Reconciliation**

Proposed: Cllr RH Seconded: Cllr CP Agreed: All 1. **Budget Review**

Tally of costs need updating. Council agrees if amendments are made. Proposed: Cllr RH Seconded: Cllr CP Agreed: All 1. **Section 137 Payments** – updated by Clerk – To do.
2. **Risk Assessment**

 One amendment to burial invoice.Proposed: Cllr CP Seconded: Cllr RH Agreed: All 1. **Certificates of Appreciation – Nomination**

Resident chosen. Cllr RH to planProposed: Cllr RH Seconded: Cllr DG Agreed: All 1. **Audit Plan update**

Updated and to be recirculatedProposed: Cllr RH Seconded: Cllr CP Agreed: All 1. **Employer PAYE** – RFO and NetResult
2. **Complaints Policy – Review**

To be readopted.Proposed: Cllr RH Seconded: Cllr DG Abstained: Agreed: All 1. **Vexatious Complaints Policy – Review**

To be readoptedProposed: Cllr RH Seconded: Cllr DG Agreed: All 1. **Lone Worker Policy – Review**

To be readoptedProposed: Cllr CP Seconded: Cllr DG Agreed: All 1. **Review Clerk Salary - confidential**

Clerk left the room 20:45.Clerk returned 20:50Decision noted in confidential minutes  | TBCASN RHCA |
| **200** | 1. **File back-up Storage** - Done
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| **201** | **To note correspondence**Great British Spring Clean – Clerk to contact other groups about this.Clinical Study- NHS services online survey open to everyone. | CA |
| **202** | **Any other business**Date for the Annual Assembly – Tuesday 9th May 19:30 hrs. Clerk to send out save the dateAGM meeting – Tuesday 16th May 19:30hrs.  | CA |

Meeting Closed 21:00

Claire Arnold

Clerk to Watchfield Parish Council 17/01/17