**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 20th June 2017 at 7.30pm**

**Minutes**

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

C Arnold (Clerk)

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| **ITEM** |  | **Action** |
| **30** | **To receive apologies for absence**  District Cllrs E ware, S Howell |  |
| **31** | **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 item 46 – reimbursement |  |
| **32** | **To take questions and comments from members of the public**  None |  |
| **33** | **To take questions and comments from members of the Council**  Star Lane pavement has been cleared.  Lining is scheduled.  New bin at head of High Street (A420 end) has been approved.  Anti-Islamic graffiti on Shrivenham sign, has been removed by Defence Academy and reported to Thames Valley Police.  DA school bus allocation.  Post Office outreach in Village Hall is progressing.  Cllr Stillman happy with clearing of Star Lane. Comments on saplings need securing (Cllr Nodder investigating), Bi-way in an awful state, would like something done. Grass cutting around vehicles at the Faringdon RD end of the high street cannot be done when cars are parked on verges. Clerk to write to Highways. | SN  CA |
| **34** | **To approve the minutes of ordinary meeting held on 16.05.17**  Proposed: Cllr AS Seconded: Cllr DG Agreed: All |  |
| **35** | **To address matters arising from the ordinary meeting held on 16.05.17**  All action points are either completed, in hand or on the agenda for this meeting |  |
| **36** | **To address burial matters**  None |  |
| **37** | **To address planning matters**   1. **Update on current developments -** 2. **P17/V0713/LB & P17/V0710/FUL Change of use of former agricultural building to use as an office (Class B1) and associated repairs and alterations- Discharge of conditions**   No comment required   1. **P17/V1367/DIS - Village Hall Chapel Hill Watchfield SWINDON SN6 8TA - Discharge of conditions**   No comment required   1. **P17/V1543/HH - 5 ANSON DRIVE WATCHFIELD SWINDON SN6 8DH**   **Hipped roof conservatory to rear of dwelling. Rain water from the project will exit to existing surface drains**  No Comment  Proposed: Cllr CP Seconded: Cllr NB Agreed: All | CA |
| **38** | **To discuss options for S106 expenditure and agree to pursue detailed quotes in the following areas:-**   1. **Play areas**   More quotes on way for surfacing of the whole area and/or certain areas under equipment and a separate quote for fencing. Cllr SN to pursue quotes. Mizzen Mast quote will also be investigated.   1. **Sports pitch**   Cllr DG has spoken to Spitfires FC and users have recommended WPC invest in free standing goals and equipment, filling in dips and levelling, re-seeding, possible fencing, artificial pitch. Ideas to be discussed with FA. Cllr DG and CP to gain quotes.   1. **Pavilion**   Cllr CP and DG have investigated fixedcoverage outside and possible awning, electric showers, electric heaters, water heaters, extending club room, removal of all outside lights, table and chairs, removal of outside wall for railings or shatter proof glass, defibrillator. Maintenance is also covered under S106 for 10 years so factor this in tallying costs.  Waiting on quotes.  Boundaries on Financial regulations for quotes- Clerk to confirm amounts before needing to go to tender.   1. **Tennis Court**   Cllr NB investigated Paddle Court (small tennis, 1/3 size). Need to know what sub-base is needed due to drains and sizing for one court. Cllr NB to investigate UK Paddle Board authority to provide sizing of pitch and contractors for quotes.   1. **Artificial turf**   Discussed under Sports Pitch   1. **MUGA**   Discussed under Play area   1. **Allotments**   Scrub clearing required and 4ft high fencing quote obtained. Clerk to check financial boundary (are 3 quotes required?) | SN  DG, CP  CP, DG  CA  NB, SN  SN, RH  CA |
| **39** | **To agree quote for reinstatement/replacement of pathway bollards on footpath 2, Chapel Hill and Oak Road**  Quotes circulated for consideration. 20 posts replaced at £960 (incl. labour). Artificial posts increase costings but will be damage proof from strimmer. Cllr SN to investigate and obtain another quote. | SN |
| **40** | **To agree quote for telephone box repainting**  Quotes circulated for discussion. One quote at £450 labour, 2nd quote at £200 labour (quotes do not include paint). Council agree on £200 quote.  Proposed: Cllr CP Seconded: Cllr RH Agreed: All | SN |
| **41** | **To agree weedkilling quote**  Quote circulated for discussion. £238.45 quoted. Council agree quote.  Proposed: Cllr CP Seconded: Cllr AR Agreed: All | SN |
| **42** | **To agree grass cutting assistance for St Thomas' Church**  No quote obtained, Cllr RH organised for contractor visit on Thursday and obtain quote. Clerk to add to next agenda. | RH  CA |
| **43** | **To agree usage of recreation field for local business summer picnic**  Data Interconnect Shriv 100. Cllr DG to confirm alcohol will not be sold. 1.30pm-5.00pm duration. Clerk to ask if the pavilion would like to be hired for toilet use with it at a cost of £6.60 an hour for the afternoon.  Proposed: Cllr NB Seconded: Cllr DG Agreed: All | DG  CA |
| **44** | **To agree replacement of fitness equipment safety signs**  Safety signs removed/vandalised. Cost of replacement set £59 + VAT. Council agree to cost.  Proposed: Cllr RH Seconded: DG Agreed: All |  |
| **45** | **To agree new policies**   1. Dignity at work   To personalise to WPC  Proposed: Cllr RH Seconded: Cllr NB Agreed: All   1. **Grievance**   To personalise to WPC  Proposed: Cllr RH Seconded: Cllr NB Agreed: All   1. **Staffing Committee**   To personalise to WPC  Proposed: Cllr RH Seconded: Cllr NB Agreed: All   1. **Member, Officer**   To personalise to WPC  Proposed: Cllr RH Seconded: Cllr NB Agreed: All | CA  CA  CA  CA |
| **46** | **Finance to Agree**   |  |  |  |  | | --- | --- | --- | --- | | Payee | Spending Power | TOTAL Gross | Detail | | C Arnold | LGA 1972 s111 | 58.91 | Work Laptop Power cable  Proposed: Cllr RH Seconded: Cllr AS  Agreed: All | | S Nodder | LGA 1972 s111 LG (Misc) Act 1976 s19 | 77.52 | Postage and emergency expenditure – recreation  Proposed: Cllr RH Seconded: Cllr AS  Abstained: Cllr SN Agreed: All | |  |
| **47** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | Main Man Supplies Ltd | Litter Act 1983 | 55.20 | Refuse sacks | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 585.22 | Grounds maintenance | | Bawden Managed Landscapes | Open Spaces Act 1906 | 80.00 | Grounds maintenance - cemetery | | SSE | LGA(Misc Prov)1976 s19 | 66.05 | Gas supply pavilion | | Came & Company | LGA 1972 s140 | 2,247.83 | Insurance | | Arrow Accounting | LGA 1972 s111 | 351.08 | Internal audit YE 31/3/2017 | | MJ Dowell Landscaping & Building Services | Highways Act 1980 | 250.00 | Ditching at paddock | | 707 Resource Management | Litter Act 1983 | 57.60 | Waste collection | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | C Arnold | LGA 1972 s112 | 432.52 | June salary | | T Brock | LGA 1972 s112 | 202.20 | June salary | | Castle Water | Public Health Act 1875 | 24.83 | Monthly water at pavilion | |  |
| **48** | **Agenda Diary**   1. **Certificates of Appreciation – Nomination**   None   1. **Registration of Members’ Interests**   None   1. **Update Planning Register**   Clerk to undertake - Done   1. **Section 137 Payments**   Clerk to update – None recieved   1. **Send copies of all minutes to archive centre in Reading**   Cllr SN to take.   1. **Negotiation of fixed price energy plan for pavilion**   Cllrs DG and RH to liaise with RFO re plan dates and prices and renew as appropriate | SN  DG RH |
| **49** | **File back-up Storage** - done |  |
| **50** | **To note correspondents**   1. **Watchfield Village Hall change to CIO status**   Correspondence circulated. WPC will no longer be custodian trustee. No paperwork for transfer of trustee to the village hall available yet.   1. **Football Foundation Survey –** Cllrs CP, DG to complete 2. **Community Transport (CFO) –** schemes available see email 3. **Freedom Parade this Sunday -** Chair to attend. 4. **District Cllrs E Ware and S Howell report read.** | CP DG  SN |
| **51** | **Any other business**  Cllr CP defibrillator pricing obtained and to be added to next agenda.  Cllr RH Go Active Gold correspondents.  Cllr AS has cleaned War Monument and Cross. Council thank him for his hard work. | CA |

Claire Arnold

Clerk to Watchfield Parish Council 20/06/17

Meeting Closed 20:49