**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 15th March 2016 at 7.30pm**

**MINUTES**

Present: Cllrs SN (Chair), RH, AR, DG, AS, NB, CP.

Clerk CA, Finance Officer LH.

District Cllr Ware, Howell, County Cllr Yvonne Constance Public: x2

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| **ITEM** |  |  |
| **207** | **To receive apologies for absence** Cllr MD |  | |
| **208** | **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 finance 221 (a) |  | |
| **209** | **To take questions and comments from members of the public**  Cllr Constance- S106, pedestrian crossing and devolution  Cllr Ware discussed devolution, Local Plan stage two exam - completed on 19th Feb with revisions required, contamination of greens bins still an issue, capital grants now open, planning issues in Shrivenham and update on golf course.Station Commander discussed bus stop contributions, fete 11th June.  LH notes boulders on the triangle have been destroyed. District Council has photographic evidence of state prior to development and should ensure problem is rectified. |  | |
| **210** | **To take questions and comments from members of the Council** Potholes on High Street will be repaired by OCC in 24hrs and the other in 5 days**.** Star Lane hedges – in planning update |  | |
| **211** | **To approve the minutes of ordinary meeting held on 16.02.16**  Proposed: Cllr RH Seconded: Cllr DG Abstained: Cllrs AR NB CP Agreed: ALL |  | |
| **212** | **To address matters arising from the ordinary meeting held on 16.02.16**  All action points are completed, in hand or on the agenda |  | |
| **213** | **To address burial matters**  Maintenance to go on April agenda | RH  CA | |
| **214** | **To address planning matters**  a) Update on current developments Discharge of Beckett Lodge no response required. 19 Lapwing Lane - Letter sent with comment regarding validity of request. 5 Shute Avenue Refused. Public Open Space discussed. 16 House Development started. Request for better signage for HGV lorries. Cowan’s hedgerow – replanting schedule in place. Golf course application withdrawn. |  | |
| **215** | **To agree the updated Asset Register** Fencing to be checked on footpath no 2.  **Proposed:** Cllr RH **Seconded:** Cllr AS **Agreed:** All | SN | |
| **216** | **To agree Data Protection Policy**  **Proposed:** Cllr RH **Seconded:** Cllr CP **Agreed:** All |  | |
| **217** | **To agree Parish Council contribution to Queen’s 90th birthday celebrations**  Council agrees it should be a free event. Provisional budget set at £500. Councillors to research and come back with ideas for April agenda. | CA | |
| **218** | **To discuss Go Active Gold**  Walking Football, Tai Chi, contact with Acorn Group, Friendly Group, Shriv-amblers, MOD pool offered for aqua aerobics (April-end of Sept.), community groups, leaflets (piggy back on fete), website. | CA | |
| **219** | **To discuss online petition for parish council to have the right to appeal planning decisions**  Individuals to sign as a personal decision - not as a council |  | |
| **220** | **To discuss Clerk Recommendations for the running of the parish council**  As circulated. Dispensation to be investigated | CA | |
| **221** | **Finance To Agree**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  | **Cost** | **VAT** | **Total** | **Comment** | | a | S. Nodder | £12.00 | £0.00 | £12.00 | 3 x copy keys for Backlands gate  Proposed: Cllr RH Seconded: Cllr AR Abstained: Cllr SN Agreed: All | | b | L. Hawley | £13.04 | £1.10 | £14.14 | Stationery expenses (paper, stamps, lever arch file)  Proposed: Cllr RH Seconded: Cllr AR Agreed: All | |  | |
| **222** | **Finance to note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Net** | **VAT** | **Total** | **Comment** | | Humphreys Electrical | 140.00 | 28.00 | 168.00 | Repair to hand dryer in pavilion | | OALC | 65.00 | 13.00 | 78.00 | Clerks course (Roles & Responsibilities) | | | OALC | 260.71 | 52.14 | 312.85 | Annual subscription | | | Leon Pearce | 60.00 | 0.00 | 60.00 | Window cleaning - Bus shelters | | | Lloyds Bank | 17.00 | 0.00 | 17.00 | Bank charges | | | P. Spencer-Matthews | 200.00 | 0.00 | 200.00 | Litter picking Feb 16 | | | S. Nodder | 35.00 | 0.00 | 35.00 | ICO registration | | | C. Arnold | 414.00 | 0.00 | 414.00 | Clerks wages Mar 16 | | | C. Arnold | 103.05 | 0.00 | 103.05 | Overtime & mileage for attendance R&R course | | | L. Hawley | 180.00 | 0.00 | 180.00 | RFO wages March 16 | | | Watchfield Village Hall Event | 38.50 | 0.00 | 38.50 | Hall hire for CLP even 22,23,25 Feb 16 | | | V of WH DC | 200.93 | 40.19 | 241.12 | Dog bin emptying Jan to Mar 16 | | | Bawden | 66.65 | 13.33 | 79.98 | Grass cutting - cemetry | | | Bawden | 329.93 | 65.99 | 395.92 | Grass cutting | | | Bawden | 918.00 | 183.60 | 1,101.60 | Supply plant,materials,labour for hedgerow work | | |  | |
| **223** | **Agenda Diary**  **Employer PAYE –** carried out by Net Result  **Registration of Members’ Interests -** Completed  **Section 137 Payments –** To check if updated document is on website  **Paddocks topping and/or harrowing** – agreed in previous meeting  **Fire Safety Assessment-** Circulated. DG and SN to update  **Date for Annual Assembly & May Meeting**  12.05.2016 19:30hrs, invite letter to be sent to Station Commander MoD, Police, Village Hall, Developers, District and County Councillors, Community Plan  **Proposed:** Cllr NB **Seconded:** Cllr AS **Agreed:** All  **Internal Audit Process begins**  Double check what is needed for internal audit  **Update Planning Register** – clerk to complete  **Insurance Renewal – Zurich -** Quotes to be obtained for next agenda | CA  CA  DG  CA  CA  CA  RH  CA | |
| **224** | **File back-up Storage -** complete |  | |
| **225** | **To note correspondence**  **a) Need not Greed Oxon -** as circulated.  **b) Complete Weed Control -** as circulated. To be filed. |  | |
| **226** | **Any other business**  Parish NewsGO Active Gold, Queens Birthday celebration ideas**,** Padlock Key Broken (update Key List)**,** FOI Training for Clerk & Employment Training for Chair- to be added to April agenda– to be added to April agenda | SN  CA  CA | |

Claire Arnold

Clerk to Watchfield Parish Council 15/03/16 Meeting Closed: 21:12