**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 20th October 2015 at 7.30pm**

**MINUTES**

 Present: Cllrs Nodder (Chairman), Holman, Griffiths, Parker, Douglas, Stillman

Claire Arnold (Clerk)

District Councillors Ware and Howell.

5 member of public attended

|  |  |  |
| --- | --- | --- |
| **ITEM** |  | **Action** |
| **89** | **To receive apologies for absence** Cllr Bayston, Rawle, Constance |  |
| **90** | **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 take part in discussion or vote for 96(e) or 107 personal finance |  |
| **91** | **To take questions and comments from members of the public**Comments included issues around Stables and Shelter costs, Stanford Tip, recycling bins, litter bins, golf course development, Local Plan Stage 1. |  |
| **92** | **To take questions and comments from members of the Council**Comments included issues surrounding Stone plinth clean, speed issues, Cowan’s Camp. |  |
| **93** | **To approve the minutes of ordinary meeting held on 15.09.15**Proposed: Cllr Holman Seconded: Cllr Stillman Agreed All |  |
| **94** | **To address matters arising from the ordinary meeting held on 15.09.15** All points requiring action have been actioned or are on the current agenda |  |
| **95** | **To address burial matters** None |  |
| **96** | **To address planning matters** |  |
|  |  **(a) Update on Knapp’s Field** Pavement resurfaced, street light fix not known. |  |
|  **(b) Update on Cowan’s Camp** **i. P15/V2216/FUL Section 73 application to reflect new house types and minor plot changes**Affordable element unchanged. 3-beds reduced by 2, 4-beds increased by 13, 5-bed reduced by 11 (overall reduction of 9 bedrooms). No Comment to be madeProposed: Cllr Parker Seconded: Cllr Griffiths Agreed: All**ii. Street name for Phase 2 of the Cowan's Camp development** Proposed Arnhem or Lancaster.Proposed: Cllr Griffiths Seconded: Cllr Stillman Agreed: All**iii. Agreement of signatories for land transfer agreement, Meadow View**2 council members needed as signatories witnessed by clerk with seal. Cllrs Holman and NodderProposed: Cllr Griffiths Seconded: Cllr Parker Abstained: Cllr Holman, Nodder Agreed: All | CACASN |
|  **(c) Update on 16 house development** See item 96(f) |  |
|  |  **(d) Update on golf course development** - none |  |
|  |  **(e) P15/V2260/HH 2 Oxford Square. Single storey rear extension, single storey front extension, front porch and garage to side.** Cllr Nodder handed Chair to Cllr Holman and left room at 19:55hrs during discussion and vote.Councillors discussed and No Comment to be madeProposed: Cllr Parker Seconded: Cllr Douglas Abstained: Cllr Nodder Agreed:AllCllr Nodder resumed chair 20:00hrs | CA |
|  |  **(f) P15/V2219/DIS Discharge of conditions 3-13, 15, 17, 23 of P14/V0287/FUL**Discussed comments to be made concerning about surface water drainage condition, archaeological watching brief, construction transport plant.Proposed: Cllr Stillman Seconded: Cllr Griffiths Agreed:All | SN |
| **97** | **To address Faringdon Road Crossing** Discussed, costs to council £10,000.Proposed: Cllr Parker Seconded: Cllr Holman Agreed: All |  |
| **98** | **Paddocks Update** Purchase of shelters and storage for £400. Discussed and agreedProposed: Cllr Holman Seconded: Cllr Stillman Agreed: All |  |
| **99** | **Comments on Watchfield Community Plan Draft** Discussed and comment to be returnedProposed: Cllr Parker Seconded: Cllr Douglas Agreed: All | CA |
| **100** | **To discuss attendance at Autumn Town and Parish Forum - 16 November 2015** Cllr Nodder | SN |
| **101** | **To discuss bus shelters on Faringdon Road** Cllr Nodder to contact OCC and start process. | SN |
| **102** | **Pavilion Security** **a) CCTV quotes** – as circulated. Discussed. Image Quality needed.**b) Football Clubs and Pitch Usage update** Spitfires booking for 18.06.2016, prices to be confirmedProposed: Cllr Douglas Seconded: Cllr Nodder Agreed: All**c) Solar update** Now installed - waiting for feeding tariff | CPCP |
| **103** | **Recreation Ground/ Estates****a) Play area end ditch clearance** Waiting on quotes**b) Gates and signs** Quotes to be obtained**c) Gravel for footpath 2** Quotes discussed. £88.40 per tonne delivered. Agree £100 max for gravel.Proposed: Cllr Holman Seconded: Cllr Stillman Agreed: All**d) Use of pavilion & field for Oxfordshire PlayDays** Waive costs. 28.05.2016Proposed: Cllr Stillman Seconded: Cllr Parker Agreed: All | SNCA |
| **104** | **Allotments****a) Rat control measures** Discussed. No measures currently needed. |  |
| **105** | **S137 Payments****a) Request from Oxfordshire Play Association for Watchfield PlayDay.** £50.00Proposed: Cllr Holman Seconded: Cllr Douglas Agreed: All**b) Request from Oxfordshire Association for the Blind. £50.00**Proposed: Cllr Holman Seconded: Cllr Douglas Agreed: All**Additional request from Independent Advice centre. £50.00**Proposed: Cllr Holman Seconded: Cllr Douglas Agreed: All | LHLHLH |
| **106** | **Grants for Voluntary Sectors** Deadline 6 Nov NHBS. Discussed - community boards, benching.Proposed: Cllr Holman Seconded: Cllr Griffiths Agreed: All | SN |
| **107** | **Finance To Agree**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Cost | VAT | Total | Item |
| S Nodder | 28.50 | 5.70  | 34.20 | Hedging suppliesProposed: Cllr Holman Seconded: Cllr Griffiths Abstained: Cllr Nodder Agreed: All |
| Poppy Appeal | 37.00 | 0.00 | 37.00 | Remembrance Day wreathsProposed: Cllr Holman Seconded:Cllr Nodder Agreed: All |

 |  |
| **108** | **Finance To Note**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S Nodder  | 20.00 | 0.00 | 20.00 | Certificate of appreciation for S Skeffington | (Chairman’s fund) |
| S Nodder | 59.85 | 0.00 | 59.85 | Land registry documents (golf course development) | Agreed 15/09/15 item 83(2) |
| L Hawley | 37.60 | 4.49 | 42.09 | Stationery expenses (including printer cartridge) | Agreed 15/09/15 Item 83(3) |
| C Arnold | 265.50 | 0.00 | 265.50 | Clerks wages Sept 15 |  |
| L Hawley | 180.00 | 0.00 | 180.00 | RFO wages Sept 15 |  |
| Net Result | 55.50 | 0.00 | 55.50 | Payroll charge July to Sept 15 |  |
| P Spencer-Matthews | 200.00 | 0.00  | 200.00 | Litter picking Sept 15 |  |
| S Nodder | 199.95 | 0.00  | 199.95 | Community Noticeboard | (15/09/15 Item 77) |
| Bawdens | 329.93 | 65.99 | 395.92 | Grass cutting |  |
| Bawdens | 66.65 | 13.33  | 79.98 | Grass cutting cemetery |  |
| Lloyds Bank | 15.60 | 0.00  | 15.60 | Bank Charges |  |
| British Gas | 51.80 | 2.59 | 54.39 | Electricity used - Sports Pavilion |  |
| Lloyds Bank | 18.65 | 0.00 | 18.65 | Bank Charges |  |
| C Arnold | 265.50 | 0.00 | 265.50 | Clerks wages Oct 15 |  |
| L Hawley | 180.00 | 0.00 | 180.00 | RFO wages Oct 15 |  |

 |  |
| **109** | **Agenda Diary****Paddock rental review** – completed in September**Online VAT return -** RFO**Employer PAYE -** Net Result**Registration of Members’ Interests –** No changes**Section 137 Payments –** Clerk to update in light of today’s decisions**Bank Reconciliation –** as circulatedProposed: Seconded: Cllr Agreed: All**Budget Review** – as circulatedProposed: Cllr Seconded: Cllr Agreed: All**Audit Plan update –** no modifications required**New Audit Plan** – as circulated**Standing Orders –** to look at whether any further modifications recommended by Vale/OALC**Code of Conduct** - **–** to look at whether any further modifications recommended by Vale/OALC**Allotments Register – Payments and Agreements** – in hand by Cllr Bayston**Cemetery Contract Review** – estates officer to gather quotes**Appointment of Internal Auditor** – quote from previous internal auditor of £326 + expensesProposed: Cllr Holman Seconded: Cllr Parker Agreed: All**Acceptance / approval of External Audit**  - accepted in September**Grass Cutting Contract** – estates officer to gather quotes**Leaf clearing** – Cllr Holman to chase BIFFA**Remembrance Attendance** – Cllrs Nodder/ Stillman attending DA/ St Thomas’ service.Proposed: Cllr Holman Seconded: Cllr Douglas Agreed: All**Budget Forecast for next financial year** – look at the budget with a view to setting the precept Dec/Jan | CACANBRHSNRHRHASSN |
| **110** | **File back-up Storage** - done |  |
| **111** | **To note correspondence**County Council budget meeting Nov 9th 2015, Oxford – attendees | SN |
| **112** | **Any other business**Issues on website and hedge layer. |  |

Claire Arnold

Clerk to Watchfield Parish Council 20/10/15

Closed 21:20hrs