**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

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| --- | --- | --- |
| **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 made  Proposed: 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 Nodder  Proposed: Cllr Griffiths Seconded: Cllr Parker Abstained: Cllr Holman, Nodder Agreed: All | CA  CA  SN |
| **(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 made  Proposed: Cllr Parker Seconded: Cllr Douglas Abstained: Cllr Nodder Agreed:All  Cllr 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 agreed  Proposed: Cllr Holman Seconded: Cllr Stillman Agreed: All |  |
| **99** | **Comments on Watchfield Community Plan Draft** Discussed and comment to be returned  Proposed: 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 confirmed  Proposed: Cllr Douglas Seconded: Cllr Nodder Agreed: All  **c) Solar update** Now installed - waiting for feeding tariff | CP  CP |
| **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. 28.05.2016  Proposed: Cllr Stillman Seconded: Cllr Parker Agreed: All | SN  CA |
| **104** | **Allotments**  **a) Rat control measures** Discussed. No measures currently needed. |  |
| **105** | **S137 Payments**  **a) Request from Oxfordshire Play Association for Watchfield PlayDay.** £50.00  Proposed: 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 | LH  LH  LH |
| **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 supplies  Proposed: Cllr Holman Seconded: Cllr Griffiths Abstained: Cllr Nodder Agreed: All | | Poppy Appeal | 37.00 | 0.00 | 37.00 | Remembrance Day wreaths  Proposed: 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 circulated  Proposed: Seconded: Cllr Agreed: All  **Budget Review** – as circulated  Proposed: 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 + expenses  Proposed: 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 | CA  CA  NB  RH  SN  RH  RH  AS  SN |
| **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