**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 18th June 2019 at 7.30pm**

**Minutes**

Present: Cllrs S Nodder (Chairman), D Griffiths, C Parker, B Lyall,

District Cllr E Ware

3 members of public

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|  |  | **Action** |
| **35** | **To receive apologies for absence**  District Cllr S Howell  County Cllr Y Constance  Cllr J Valadas, E Beales, S Coombs |  |
| **36** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  None |  |
| **37** | **To take questions and comments from members of the public**  Member of the public makes comment regarding the ongoing problem with parking down Majors Rd. Gate access is an issue, and this is being pursued by the clerk and Cllr JV via Highway safety, to note the owners of the business park are happy to close the gate access if directed by highways or the police.  Queens Close 16 and 15 are now parking dangerously, clerk to send details to Sovereign Housing, member of the public to send clerk pictures. Cllr SN to investigate where responsibility lies with the housing developer.  Member of the public questions whether planning have responded to the fence complaint, clerk has chased and no response, clerk to send planning officer details to Cllr Elaine Ware to enquire. Also states Star Lane repair have not started; this is the responsibility of the residents. Also, Potholes need to be repaired, Cllr SN states all have been reported on fix my street.  Member of the public asks for permission to use the pavilion car park for overflow parking for a social event, 3-5 o’clock 4th August, member of the public to write to clerk for permission. Council agree providing parking spaces are still available for recreation uses. | CA  JV  CA  SN  CA  EW  CA |
| **38** | **To take questions and comments from members of the Council**  District Cllr EW report available on request.  Cllr SN states that the B4508 Watchfield Road between B4000 Highworth Road to the junction with the A420 between 24 June 2019 to 22 July 2019. Traffic will be diverted via B4000 Highworth Road, B4000 High Street, Townsend Road, the A420.  Cllr SN reports on an arson incident, police have suspects and they will be spoken to.  Cllr CP states more interest in football from Highworth team, walking football is due in July and pricing enquiry has been brought up, Cllr CP to investigate and Cllr CP to use at her discretion the charge (depending on whether the participants are charged or if it is free. Shrivenham Adult football now started. Invoice for goal wheels now need to be paid.  Cllr DG states grass cutting has been dumped in the hedgerow from Barrett’s Homes grass cutter, DG to send clerk photos and details. | CP  CA |
| **39** | **To approve the minutes of ordinary meeting held on 21.05.19**  Council Agree  Proposed: Cllr DG Seconded: Cllr BL Abstained: Cllr CP Agreed: All |  |
| **40** | **To address matters arising from the ordinary meeting held on 21.05.19**  All action points are complete, in hand or on the agenda for this meeting |  |
| **41** | **To address burial matters**  Cemetery to be added to the next agenda regarding tidy up, clerk to add to next agenda. Cllr DG to investigate. | CA  DG  BL |
| **42** | **To address planning matters**   1. **Update on current developments**   No update on cutting down of trees outside Queens Close.  Cllr BL to send clerk details regarding a broken fence on the POS, clerk to contact and ask for repair before the council take ownership   1. **P19/V1167/FUL Shrivenham Hundred Business Park; Erection of a new fenced compound adjacent to Block W at the Shrivenham Hundred Business Park, Watchfield, Swindon**   Council discuss and agree to No Objection. Clerk to respond  **Proposed:** Cllr CP **Seconded:** Cllr BL **Agreed:** All   1. **P19/V1223/A College Farm Majors Road; 1 x Dibon sign indicating charging point for electric vehicles**   Council discuss and agree to no objection providing it is in line with the previous application  **Proposed:** Cllr CP **Seconded:** Cllr DG **Agreed:** All | BL  CA  CA  CA |
| **43** | **To elect a Vice-Chairman of the Council**  Shared post Cllr CP and Cllr DG  **Proposed:** Cllr SN **Seconded:** Cllr BL **Agreed:** All |  |
| **44** | **Update on S106**  Cllr CP states Pavilion work almost finished. All electrical certificates and building regs to be completed and then payment will be due.  Cllr SN states Petanque and Play area applications at committee stage. Tennis/MUGA and older children play equipment progressing not yet at committee stage. |  |
| **45** | **To agree/ Discuss replacement of camera to high resolution for the pavilion**  Council discuss that there maybe no need now for new cameras. Lighting is not working and Cllr CP to investigate who installed the lighting. | CP |
| **46** | **To agree insurance provider and costs**  Came & Co recommended Hiscox, premium £2871.44. Council Agree to premium.  Proposed: Cllr DG Seconded: Cllr BL Agreed: All |  |
| **47** | **To discuss Allotment contract**  Allotment officers and clerk to meet outside of council to draft a new, concise contract that covers concerns and present back to council. | DG  CA  SC |
| **48** | **To discuss/ agree issue of no lighting between Meadow Rd and Queens Close**  Clerk and Cllr Valadas to approach OCC for feasibility and costings and clerk and Cllr Nodder to investigate funding streams. Clerk to investigate and liaise with Cllr JV. | CA |
| **49** | **Update on Public Works of Art**  Installation scheduled to start July 9th. |  |
| **50** | **Update on Meadow View Public Open Space**  TR1 land transfer document with solicitor. A3 plan provided on document. Written commitment to monetary value of replacement trees(x3) and reseeding in autumn for area near birdbeak fencing. Maintenance contract in place. Bins ordered. Birdbeak fencing maybe required to stop cars from driving onto the POS, clerk to add to agenda once council own the POS. | CA |
| **51** | **To discuss/agree an event to celebrate ownership of Meadow View public Open Space and installation of Public Works of Art**  Council discuss and agree to village ‘picnic’ in August to celebrate POS and PWA. Bouncy castle/music prices to be investigated (£100-£500). Village Hall could provide BBQ, bring own food and meet your neighbours. Date agreed Saturday 31st August, Budget agree at maximum of £1000. Councillors to investigate.  Proposed: Cllr DG Seconded: Cllr BL Agreed: All | ALL |
| **52** | **To discuss issues brought to the council regarding Queens Close; ownership of land and maintenance, debris left by builders, barbed wire**  Member of the public discusses, the mess of the footpath (no.2) needs to be remedied. Land is owned by the MOD and clerk has contacted Andy Letherdey, clerk to chase.  Clerk has contacted maintenance company for areas of ownership, maintenance and public access. Also contacted estates manager of MOD for their version of ownership. Hedge line is not porous as access point provided. Concerns regarding fly-tipping and cutting down of retained trees and vegetation. Under investigation. Management company responsible for debris within site. Fly-tiping should be reported via fixmystreet or to Environmental Health at VWHDC.  Member of the public to check their deeds and plans to see where responsibility lies and to send to clerk. | CA  CA |
| **53** | **Update on Majors Rd**  Bus stop marking no update. Parking discussed. Member of the public notes a van is continually parked in the bus stop. Council state that until parking is decriminalised illegal parking cannot be enforced. Cllr CP to approach van owner. | CP |
| **54** | **To agree Equality Membership renewal**  Council Agree to membership cost £40.00 plus VAT  Proposed: Cllr CP Seconded: Cllr DG Agreed: All | SN  TB |
| **55** | **Finance to Agree**   |  |  |  |  | | --- | --- | --- | --- | | Payee | Spending Power | TOTAL Gross | Detail | |  |
| **56** | **Finance to Note**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Details |  | | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Cemetery grass cutting | | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 723.52 | Grounds maintenance - grass | | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church verge | | | British Gas | LG (Misc) Act 1976 s19 | 94.68 | Pavilion - electricity | | | 707 Resource Management | Litter Act 1983 | 53.69 | Litter - pavilion | | | British Gas | LG (Misc) Act 1976 s19 | 51.97 | Pavilion - electricity | | | Currys - S Nodder | LG (Misc) Act 1976 s19 | 498.00 | Cooker & fridge freezer | | | Castle Water | Open Spaces Act 1906 | 303.14 | Water - allotments | | | Watchfield Village Hall | LGA 1972 s134 | 15.00 | Hire of hall for defib training | | | Came & Co | LGA 1972 s140 | 2,817.44 | Insurance | | | Post office - S Nodder | LGA 1972 s111 | 7.40 | Postage | | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus shelter cleaning | | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church verge | | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Cemetery grass cutting | | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 723.52 | Grounds maintenance - grass | | | 707 Resource Management | Litter Act 1983 | 53.69 | Litter - pavilion | | | C Arnold | LGA 1972 s112 | 533.6 | June Salary | | | T Brock | LGA 1972 s112 | 213.65 | June Salary | | | Castle Water | LG (Misc) Act 1976 s19 | 9.37 | Pavilion - water | | |  |
| **57** | **Agenda Diary**   1. **Employer PAYE** - complete 2. **Certificates of Appreciation – Nomination**   Council discuss and agree a nomination. Cllr SN to organise  **Proposed:** Cllr CP **Seconded:** Cllr DG **Agreed:** All   1. **Registration of Members’ Interests** – no changes 2. **Update Planning Register** - Clerk to do 3. **Section 137 Payments- None** 4. **Send copies of all minutes to archive centre in Reading-** Cllr SN to send 5. **Negotiation of fixed price energy plan for pavilion –** Cllr CP and Cllr BL to investigate and inform supplier no gas. | SN  CA  SN  CP BL |
| **58** | **File back-up Storage** |  |
| **59** | **To note correspondence**  Wait for RoSPA report regarding damaged spinner  RAF memorial installation July 17th | CA |
| **60** | **Any other business**  None |  |

Meeting Closed 21:05

Claire Arnold

Clerk to Watchfield Parish Council 26/06/19