**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 17th September 2019 at 7.30pm**

**Minutes**

Present: Cllrs Nodder (Chairman), Griffiths and Lyall

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| **ITEM** |  | **Action** |
| **81** | **To receive apologies for absence**Cllrs Parker, Valadas, Beale, District Councillor Howell |  |
| **82** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**Cllr Nodder is given dispensation to vote on reimbursement item 93, grazing licence item 95g and allotments item 95h by Clerk due to quorate requirements |  |
| **83** | **To take questions and comments from members of the public**Cllr Ware (District Council) reports on Vale Climate Emergency Committee, Local Plan Part 2 update, pop-up business school in Shrivenha, 7 & 11 Oct, planning in neighbourhood, encourages residents to fill in Household Enquiry yellow letters. Festival and NHB grants currently available but reduced. Electric Vehicle charging points consultation open – DC and OCC working on strategy for public car parks. Sustainable transport encouraged.Cllr Constance (OCC) – OCC changing fleet to electric and street lights to LED. Trial for locally generated green energy to be used and stored locally. Without Local Plan adoption cannot deliver the affordable housing required to qualify for infrastructure and growth deal money. Also throws validity of NPs into doubt. DC opposition to Oxford-Cambridge Expressway but YC thinks it will alleviate the A34. OCC now requires utilities (and Highways) to obtain a permit to dig up the roads. From 18/09 there will be a new congestion management system for Oxford city centre.Member of public requested updates on previous enforcement issues and notes some repairs to potholes.Member of public notes rats on the main allotments and increase in dog mess. |  |
| **84** | **To take questions and comments from members of the Council**Thank you to everyone who helped with various activities, events and projects over the summer. Village picnic was enjoyed by those who attended, despite the rainstorm.Cllrs Valadas and Nodder attended planning workshops in Wantage with clarifications on CIL, Permitted Development and Enforcement (including register of open cases)Suggestion by resident that we consider electric vehicle charging points. 75% grants available.NEV information events at end of Sept and beginning of Oct relating to traffic schemesThanks to Cllr Valadas for organising the bus stop markings along Majors RoadStill awaiting bus pole installation outside MaidensSome pothole repairs badly done. Removal of junction sign rather than organising tree trimming to make it visible – contact HighwaysResident complaint regarding dog training use of Recreation Ground with aggressive dogs. Clerk to liaise with Cllr Parker re rentals and suitability. The council does not allow dangerous dogs on the rec nor does it allow for users to ask people to move out of the area. | CACACP |
| **85** | **To approve the minutes of ordinary meeting held on 16.07.19**Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |  |
| **86** | **To address matters arising from the ordinary meeting held on 16.07.19** All action points are complete, in hand or on the agenda for this meeting |  |
| **87** | **To address burial matters**1. **Update on tidying of the cemetery**

Thanks to Cllrs Lyall and Griffiths for organising the day. 21 people assisted. Thanks sent out via facebook and Nextdoor. Bawden appear to have cut the cemetery hedge.Burials officer met with enquirer about vacant plots.Clerk and Cllr BL to correspond on the burial book and plans | CABL |
| **88** | **To address planning matters**1. **Update on current developments**

No contact from potential Meadow View management companyFence now around larger wildlife pond1. **P19/V1914/FUL, 14 Anson Drive Watchfield Swindon: Conversion of existing garage to form hairdressing salon for the purposes of working from home**

Draft response circulated and discussed with applicant in attendance. Council to return comments regarding change of use, parking and traffic generation.Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All | SNCA |
| **89** | **Update on S106**1. **To agree acceptance of S106 funds (P12/V2283/O [13V25] Public Open Space Commuted Sum) of £241,968.94 and associated conditions. Ref: P19/V1967/106**

Proposed: Cllr Lyall Seconded: Cllr Griffiths Agreed: All1. **To agree signatories for the acceptance of the above funds and conditions**

Cllr Nodder to sign on behalf of CouncilProposed: Cllr Lyall Seconded: Cllr Griffiths Agreed: All1. **To agree banking arrangements for the above sum**

Suggested short term deposit into easy access savings up to FSA covered limitProposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All1. **Further updates**

Petanque lane starting this ThursdayPlay area surfacing beginning of OctoberCllr Valadas has kindly assisted with amended site plans for the Tennis/MUGA planning application. S106 progressing in tandemOlder children adult MUGA surfacing, fitness equipment and inclusive roundabout also progressing.All imminent S106 pots applied for Remaining pots: Pitch provision £54,728.35 by 03/2026, Footpath £1,156.13 by 09/2028, Youth facilities £7,624.89 by 03/2029, village benches £1,221.57 by 09/2028, Parks and Gardens, Natural Green Space and Amenity Green Space, each £5,889.73 by 09/2028, play equipment for children’s groups £164.07 by 07/2027, grass pitch provision £13,527.91 by 07/2027, allotment contribution £2,942.14 by 09/2028, cricket pitch £1,042.36 by 07/2027 | SNSNSNTBSNAll |
| **90** | **To discuss/agree Internal Auditor and sign agreement letter**As circulated. Agree to No Visit, as recommended by auditorProposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All | CA |
| **91** | **To discuss/ agree comments on the Shrivenham Neighbourhood Plan**WPC support the sections of the plan that seek to maintain an strengthen the separation of Watchfield from Shrivenham, the maintenance of the golf course as a natural buffer, improvements to the A420, reduction in HGV traffic, improvements to public transport, cycleways and pedestrian links. Likewise, the retention of rural aspects surrounding the villages, the preservation of the SSSI and nature reserve.Proposed: Cllr Lyall Seconded: Cllr Griffiths Agreed: All | CA |
| **92** | **To discuss/agree requirement of winter Salt / Salt Bin order from OCC**Agree to request for free salt delivery but delivered to Recreation Ground car park behind the bin store. Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All | CA |
| **93** | **Finance to Agree**

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| --- | --- | --- | --- |
| Payee | Spending Power | TOTAL Gross | Detail |
| Crowdy & Rose | LGA 1972 s111 | 420.00  | Legal fees re POS Meadow View |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |
| S Nodder  | LGA 1972 ss 15 & 34 | 33.49  | Certificate of appreciation frame, flowers and card |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |
| S Nodder  | LGA 1972 s111 | 20.00  | Kettle |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |
| C Arnold | LGA 1972 s111 | 341.99 | Laptop and antivirus package |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |
| C Arnold | LGA 1972 s111 | 16.79 | Printer ink |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |
| C Arnold | LGA 1972 s111 | 4.99 | Envelopes (100) |
| Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All |

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| **94** | **Finance to Note**

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| --- | --- | --- | --- | --- |
| Name | Spending Power | Date Paid | Total Gross | Detail |
| Leon Pearce | Parish Councils Act 1957. | 17/05/2148 | 105.00  | Bus shelter cleaning |
| Brian Hall Ltd | LG (Misc) Act 1976 s19 | 10/09/2019 | 14,815.74  | Work carried out at pavilion |
| The Grass Equipment Co | Open Spaces Act 1906 | 22/07/2019 | 744.00  | Watering unit  |
| S Nodder | LGA 1972 s214 | 22/07/2019 | 35.99 | Commemorative plaque |
| VWHDC | LGA 1972 s111 | 24/06/2019 | 100.00  | Uncontested election fees |
| Main Man Supplies Ltd | LG (Misc) Act 1976 s19 | 25/06/2019 | 131.20  | Toilet rolls & waste bin liners |
| Screwfix | Open Spaces Act 1906 | 25/07/2019 | 39.99  | Hosepipe |
| Paul Spencer-Matthews | Litter Act 1983 | 31/07/2019 | 250.00  | Litter picking |
| C Arnold | LGA 1972 s112 | 30/06/2019 | 533.60  | July Salary |
| T Brock | LGA 1972 s112 | 30/06/2019 | 213.65 | July Salary |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/07/2019 | 86.00  | Cemetery grass cutting |
| Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 31/07/2019 | 723.52 | Grounds maintenance – grass |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/07/2019 | 56.92  | Grass cutting church verge |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/07/2019 | 201.60  | Grass cutting POS |
| 707 Resource Management | Litter Act 1983 | 31/08/2019 | 53.69 | Litter |
| Sky's the Limit Entertainment  | LGA 1972 s111 | 02/08/2019 | 405.00  | Bouncy castle for village picnic |
| Protectivity  | LGA 1972 s140 | 02/08/2019 | 134.40  | Insurance - village picnic |
| C Arnold | LGA 1972 s112 | 30/06/2019 | 533.6 | August Salary |
| T Brock | LGA 1972 s112 | 30/06/2019 | 213.65 | August Salary |
| JHAI Ltd | LG (Misc) Act 1976 s19 | 01/07/2019 | 264.00  | Int modification pavilion disabled w/c and changing rooms |
| Wilson & Scott | Highways Act 1980 | 30/07/2019 | 469.33 | Traffic management |
| Community Heartbeat | Public Health Act 1936 | 01/08/2019 | 324.00  | Defibrillator support (min 4 yrs) |
| Leon Pearce | Parish Councils Act 1957. | 15/08/2019 | 105.00  | Bus shelter cleaning |
| Buyaplan | LG (Misc) Act 1976 s19 | 16/08/2019 | 13.20 | Plan app tennis/MUGA |
| PortalPlanQuest Ltd | LG (Misc) Act 1976 s19 | 16/08/2019 | 256.00 | Plan app tennis/MUGA |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/08/2019 | 86.00  | Cemetery grass cutting |
| Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 31/08/2019 | 723.52 | Grounds maintenance – grass |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/08/2019 | 56.92  | Grass cutting church verge |
| Bawden Managed Landscapes | Open Spaces Act 1906 | 31/08/2019 | 100.80  | Grass cutting POS |
| 707 Resource Management | Litter Act 1983 | 31/07/2019 | 53.69 | Litter |
| Castle Water | LG (Misc) Act 1976 s19 | 26/07/2019 | 9.37 | Pavilion - water |
| Castle Water | LG (Misc) Act 1976 s20 | 03/07/2019 | 33.69  | Pavilion - water |
| Castle Water | Open Spaces Act 1906 | 05/08/2019 | 33.69  | Backlands water |
| Castle Water | Open Spaces Act 1906 | 03/09/2019 | 33.69  | Backlands water |
| The Net Result | LGA 1972 s112 | 03/08/2019 | 66.00  | Payroll May-Jul |

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| **95** | **Agenda Diary**1. **Completion of External Audit**

No comments returned yet1. **Members’ Interests – Annual review**

No changes since initial registration1. **Registration of Members’ Interests**  - as above
2. **Section 137 Payments** – none requested
3. **Update Planning Register** – ongoing by Clerk
4. **Burial Charges Review**

Schedule circulated. Suggested charge for stillborn child, or child less that one month, be abolished. Other interment charges to rise by 10% to £110, 165 and 55. All other charges to remain the same. Clerk to amend on websiteProposed: Cllr Lyall Seconded: Cllr Griffiths Agreed: All1. **Review of Paddock Licenses and rental**

Licences circulated. No changes required. Clerk to check licence renewal datesProposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All1. **Allotment Hire Charges and Agreement Review**

Due in part to excessive water use, charges to rise to £40 for full allotment and £20 for half allotment. More halves to be offered as space arises. Long waiting list. Agreement amendments agreed. Letters and contracts to go out.Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All1. **Servicing pavilion pump**

Cllrs Lyall and Parker to chase Drainmaster for replacement and service. Clerk to forward contact1. **Employer PAYE** – calculated by Net Result
 | CACACACADGSCBLCPCA |
| **96** | **File back-up Storage**  - done |  |
| **97** | **To note correspondence**Clerk has received correspondence regarding dog mess on recreation ground |  |
| **98** | **Any other business****None** |  |

Meeting closed 2130

Claire Arnold

Clerk to Watchfield Parish Council 17/09/19