**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 15th October 2019 at 7.30pm**

**Minutes**

Present: Cllrs S Nodder (Chairman), D Griffiths (Vice chairman), J Valadas, S Coombs.

1 member of the public

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| **ITEM** |  | **Action** |
| **99** | **To receive apologies for absence**  Cllr Parker, Lyall, RFO Tina, County Cllr Yvonne Constance, District Cllrs Elaine Ware, Simon Howell |  |
| **100** | **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 Item 106c as she is a personal consultee |  |
| **101** | **To take questions and comments from members of the public**  None |  |
| **102** | **To take questions and comments from members of the Council**  Report from district Cllrs EW, SH read out. LPP2 adopted, civil parking enforcement discussed, new homes bonus scheme coming to an end, parish council response to the homelessness strategy to be added to next agenda.  Cllr SN reports on Bus stop pole damaged reported to the Vale. Cllr SN states abusive behaviour towards staff and councillors will be reported to the correct authorities. To note Forensic training on the rec ground occurred without council knowledge. Also, to note Deeds of the public open space have been received | CA |
| **103** | **To approve the minutes of ordinary meeting held on 17.09.19**  Agreed, but not at quorate to be added to next agenda for agreement  Abstained: Cllrs JV, SC | CA |
| **104** | **To address matters arising from the ordinary meeting held on 17.09.19**  All action points are complete, in hand or on the agenda for this meeting |  |
| **105** | **To address burial matters**  None |  |
| **106** | **To address planning matters**   1. **Update on current developments**   None   1. **P19/V2037/FUL: Area to East of Watchfield Sports Pavilion off Majors Road: To erect a fenced MUGA (Multi-Use Games Area) and mini-tennis court (combined) with associated access footpath**   Application by Watchfield Parish Council – council support. Council to ensure 3m fence for the MUGA wall is high enough to contain balls. Cllr SN to check contamination land report provided when the pavilion was built, Cllr JV to investigate companies that provide said report.  Proposed: Cllr DG Seconded: Cllr SC Agreed: All   1. **P19/V2416/HH: 45 High Street Watchfield Swindon: Construction of a single storey garden room**   Council discuss and agree to respond with no objection  Proposed: Cllr JV Seconded: Cllr DG Abstained: Cllr SN Agreed: All | CA  SN  JV  CA |
| **107** | **Update on S106**   1. **Fencing around the recreation ground**   Forms part of the pitch improvements application – on-going, funding not yet approved therefore no time scale set.  The Public Open Space on the Knapp's development is public. Fencing the recreation ground will be to prevent further destruction of WPC hedgerow and not to prevent people from accessing the public open space on Knapp’s which the public have the right to access. Any issues of tidiness of the public open space on Knapp's should be referred to their management company. Fly-tipping, dog fouling, littering, anti-social behaviour, etc. should be reported via Environmental Health at the Vale of White Horse District Council or via fixmystreet. Criminal or anti-social activities should be directly reported to the correct authorities. Clerk to respond to member of the public with update on fence.   1. **Other applications**   Petanque lane is complete. Very wet currently.  Play area surfacing was due beginning Oct but will not take place on saturated ground  More information requested for adult/older children application. | CA |
| **108** | **To discuss/agree hedge cutting around allotments and paddock, ditch clearance along footpath 2 and scrub clearance for allotments and Backlands**  Quotes previously circulated.  Hedge trimming paddock and allotment £350 + VAT  Undergrowth removal and crown raising allotments £610 + VAT  Ditch clearance £255 + VAT  Council discuss and agree to quote. Work to commence in November  Proposed: Cllr DG Seconded: Cllr JV Agreed: All | SN |
| **109** | **To discuss/agree rat issue on the allotments**  Allotment holder requests reimbursement for rat killer he has put down. Council discuss and agree to investigating commercial rat control, Cllr DG to provide quotes for next meeting, no reimbursement will be made. Clerk to send out amendment to contract stating chicken feed to be suspended and raised off the ground during the day and kept inside stored in a container during the night.  Proposed: Cllr SC Seconded: Cllr DG Agreed: All | DG  CA |
| **110** | **To discuss/agree electric car charging points in the pavilion carpark and government grants**  Cllr JV is investigating the feasibility and initial costs to the council. Clerk has circulated grant information. Deadline for submission end of the financial year.  Proposed: Cllr DG Seconded: Cllr SC Agreed: All | JV |
| **111** | **To agree renewal of CCTV warranty**  Council discuss and agree not to renew.  Proposed: Cllr DG Seconded: Cllr JV Agreed: All |  |
| **112** | **To discuss/agree speed watch date for the village**  Speedwatch is not run by the Parish Council  TVP have put a hold on use of current equipment – currently exploring solutions. Cllr DG to express to member of the public they should contact local police to ask for a speed check in the village. | DG |
| **113** | **To discuss/agree SLCC membership renewal**  Council agree not to renew  Proposed: Cllr JV Seconded: Cllr SC Agreed: All |  |
| **114** | **To discuss remaining Public Work of Art**  Anglo Saxon cross – possible alternative location on Meadow View.  Possible Arts linkage projects. Cllr SN to respond to Arts officer, council agree to Meadow View location.  Proposed: Cllr DG Seconded: Cllr JV Agreed: All | SN |
| **115** | **Finance to Agree**   |  |  |  |  | | --- | --- | --- | --- | | Payee | Spending Power | TOTAL Gross | Detail | | Pett Groundwork | Public Health Act 1875 | 262.84 | S106 additional sports pitch | | Proposed: Cllr DG Seconded: Cllr SC Agreed: All | | | | | C Arnold | LGA 1972 s111 | £20.46 | Stamps | | Proposed: Cllr DG Seconded: Cllr SC Agreed: All | | | | |  |
| **116** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | Community Heartbeat | Public Health Act 1936 | 175.00 | Cardiac arrest seminar | | Euroloo | Public Health Act 1937 | 210.00 | Portable wc - picnic | | Amazon | LGA 1972 s111 | 21.75 | Stationery | | Currys | LGA 1972 s112 | 341.99 | Laptop and software | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus stop cleaning | | C Arnold | LGA 1972 s112 | 533.60 | Sept salary | | T Brock | LGA 1972 s112 | 213.85 | Sept salary | | Pett Groundwork | Public Health Act 1875 | 4,454.16 | S106 additional sports pitch | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 723.52 | Grounds maintenance - grass | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Cemetery grass cutting | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church verge | | Bawden Managed Landscapes | Open Spaces Act 1906 | 100.80 | Grass cutting POS | | British Gas | LG (Misc) Act 1976 s19 | 37.04 | Pavilion electricity | | Castle Water | LG (Misc) Act 1976 s19 | 9.37 | Pavilion - water | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | A Heptinstall | LG (Misc) Act 1976 s19 | 11.00 | Cleaning of pavilion | | Castle Water | LG (Misc) Act 1976 s19 | 9.37 | Pavilion - water | | 707 Resource Management | Litter Act 1983 | 59.06 | Litter | | British Gas | LG (Misc) Act 1976 s19 | 38.40 | Pavilion electricity | |  |
| **117** | **Agenda Diary**   1. **Online VAT return -** Done 2. **Employer PAYE -** Calculated by NetResult 3. **Registration of Members’ Interests –** No Changes 4. **Section 137 Payments** – No applications 5. **Bank Reconciliation**   Not ready, RFO to provide for next meeting. Clerk to add to next agenda.   1. **Budget Review**   As Circulated. Council discuss and will review/investigate for next year’s budget.  Council agree to current budget review  Proposed: Cllr JV Seconded: Cllr DG Agreed: All   1. **Audit Plan update**   Change Pat testing – full Oct, visual April. Clerk to amend and resend.   1. **Standing Orders Review and agreement**   No changes. Council agree to Standing Orders.  Proposed: Cllr DG Seconded: Cllr SC Agreed: All   1. **Code of Conduct Review and agreement**   No Changes. Council agree to Code of Conduct  Proposed: Cllr DG Seconded: Cllr SC Agreed: All   1. **Allotments Register – Payments and Agreements sent**   Council agree to offer half allotments from now on. Allotments will be taken off tenants if payment not received.  Proposed: Cllr DG Seconded: Cllr JV Agreed: All   1. **Cemetery Contract Review**   Alternate company has been contacted for grounds maintenance for next year.   1. **Acceptance / approval of External Audit**   Report circulated. No action points  Council Accept report  Proposed: Cllr DG Seconded: Cllr SC Agreed: All   1. **Grass Cutting Contract review**   Alternate company has been contacted for grounds maintenance for next year   1. **Remembrance Attendance and wreath purchase**   From Chairman’s Fund. Usually 2 wreaths. Council Agree.  Proposed: Cllr SC Seconded: Cllr JV Agreed: All   1. **Carry out PAT testing**   Equipment booked   1. **Budget Forecast for next financial year**   Officer’s to look at existing budget, possible projects and additional responsibilities. Draft budget to Cllr SN before next meeting   1. **Fire system test/pavilion**   Date for testing. Clerk to contact pavilion officers for fire testing with Cllr SN | TB  CA  CA  CA  CA  CA  DG  SC  TB  CA  SN  ALL  CA |
| **118** | **File back-up Storage** - done |  |
| **119** | **To note correspondence**  none |  |
| **120** | **Any other business**  Cllr JV has been investigating Lighting poles and a survey is required. Very costly to the council and therefore not feasible for the moment.  Cllr JV to chase highways for road safety audit along Majors Rd. Clerk to also correspond  Clerk to contact dog traineron the rec. | CA  CA |

Claire Arnold

Clerk to Watchfield Parish Council 16/10/19

Meeting closed 8:40