**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 21st January 2020 at 7.30pm**

**Minutes**

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

District Cllr S Howell

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| **ITEM** |  |  |
| **163** | **To receive apologies for absence**  T Brock (RFO), Cllr J Valadas, District Cllr E Ware, County Cllr Y Constance |  |
| **164** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllrs receive automatic dispensation from District Council to set precept |  |
| **165** | **To take questions and comments from members of the public**  Cllr Howell summarises report from District Council regarding Climate Emergency, Planning, Unitary Authority and Decriminalised Parking. Climate change committee meeting next Tuesday, Cllr SH to keep WPC up to date. |  |
| **166** | **To take questions and comments from members of the Council**  Cllr SN reports clean-up of footpath 2 required but when all work has been completed  Cllr SN thanks to those who helped with bulb planting round village sign |  |
| **167** | **To approve the minutes of ordinary meeting held on 17.12.19**  Council Agree  Proposed: Cllr B Lyall Seconded: Cllr DG Abstained: Cllrs S Coombs, C Parker Agreed: All |  |
| **168** | **To address matters arising from the ordinary meeting held on 17.12.19**  All action points are complete, in hand or on the agenda for this meeting |  |
| **169** | **To address burial matters**   1. **Mr David Larkin Internment of ashes 23rd December 2018, plot 106** 2. **Mr Andrew Gorton Burial 31st December 2019, plot 44.**   Clerk notes this is Plot 208 not 44 |  |
| **170** | **To address planning matters**   1. **Update on current developments**   Meadow View Highways work continuing. Management company has taken over POS and made contact with WPC.   1. **P19/V3216/FUL Beckett Lodge Faringdon Road Shrivenham. A public museum open to visitors, housing artefacts owned by the Armed Forces Chaplaincy Centre. The museum contains the following accommodation arranged over a single storey: Exhibition space, Reception and Entrance Area, AV suite, WC Facilities and Plant Room. The scheme also comprises an integrated hard and soft landscaping scheme with a footbridge crossing Bower Brook**   Council discuss and agree to respond with No Objection. Clerk to respond  Proposed: Cllr Parker Seconded: Cllr Lyall Agreed: All | CA |
| **171** | **To discuss/agree management of kiosk library**  Previous caretakers moved away from village. Requires a clean/refurbishment inside and drop off point for books etc. Cllr Coombs volunteers to clean the kiosk and check book collection. | SC |
| **172** | **To discuss/agree replacement of knee-rail surrounding pavilion car park**  2 quotes for metal knee rail replacement of whole wooden section (69m)  Shrivenham Fencing £2,460 + £492 VAT = £2,952  Securafen £2,898 + £579.60 = £3,477.60  Council agree to Shrivenham Fencing quote. Cllr SN to organise.  Proposed: Cllr Parker Seconded: Cllr Lyall Agreed: All | SN |
| **173** | **Update on S106**  Play area – surfacing work completed, awaiting small piece installations  Older children/adult – surfacing in front of MUGA wall complete, fencing ordered, updating quotes for fitness equipment and roundabout. Have had a site visit.  MUGA/Tennis – permission granted with use restrictions. Company has visited site to finalise plans. Environmental officer meeting at 15:00hrs Thursday to discuss noise restrictions. | SN  SN  ALL |
| **174** | **To discuss/ agree Budget for 2020/21**  As circulated. Council discuss and agree with 3% rise on budget.  Proposed: Cllr Griffiths Seconded: Cllr Lyall Agreed: All | ALL  TB |
| **175** | **To discuss/ agree Precept for 2020/21**  As circulated. Council agree to 3% rise based on Band D tax base of 1045.4, equating to a per household Band D rise of £1.18 per annum resulting in an annual precept of £42,443.24.  Cllr SN to submit.  Proposed: Cllr Parker Seconded: Cllr Coombs Agreed: All | SN |
| **176** | **To discuss/agree response to Swindon Local Plan consultation**  As circulated. Council agree to respond, clerk to submit.  Proposed: Cllr Coombs Seconded: Cllr Griffiths Agreed: All | CA |
| **177** | **To discuss/ agree response to Oxfordshire Rural Services Survey**  Completed online by Cllr Nodder  Proposed: Cllr Parker Seconded: Cllr Coombs Agreed: All |  |
| **178** | **Finance to Agree**  None |  |
| **179** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | HMRC | LGA 1972 s112 Contract/Pensions Act 2014 | 146.80 | TAX Oct - Dec | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 723.52 | Grass cutting | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Grass cutting cemetery | | Bawden Managed Landscapes | Open Spaces Act 1906 | 100.80 | Grass cutting POS Meadow View | | Castle Water | LG (Misc) Act 1976 s19 | 33.69 | Pavilion - water | | AE Heptinstall | LG (Misc) Act 1976 s19 | 38.50 | Pavilion cleaning | | SSE | LG (Misc) Act 1976 s19 | 103.98 | Pavilion - gas | | British Gas | LG (Misc) Act 1976 s19 | 44.78 | Pavilion - electricity | | Castle Water | Open Spaces Act 1906 | 9.37 | Backlands water | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Castle Water | LG (Misc) Act 1976 s19 | 33.69 | Pavilion - water | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Shrivenham Fencing | Open Spaces Act 1906 | 2,544.00 | Fencing around Meadow View POS | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 723.52 | Grass cutting | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Grass cutting cemetery | | BG Business | LG (Misc) Act 1976 s19 | 147.85 | Electricity at Pavilion | |  |
| **180** | **Agenda Diary**   1. **Online VAT return** - done 2. **Registration of Members’ Interests** – no changes 3. **Bank Reconciliation**   As circulated. Council Agree.  Proposed: Cllr Parker Seconded: Cllr Griffiths Agreed: All   1. **Budget Review**   As circulated. Council Agree  Proposed: Griffiths Seconded: Cllr Parker Agreed: All   1. **Section 137 Payments**   No requests.   1. **Risk Assessment**   As circulated. Council discuss and Agree.  Proposed: Cllr Lyall Seconded: Cllr Griffiths Agreed: All   1. **Certificates of Appreciation – Nomination**   None   1. **Audit Plan update**   As circulated. Council Agree  Proposed: Cllr Parker Seconded: Cllr Coombs Agreed: All   1. **Employer PAYE** - done 2. **Complaints Policy – Review**   As circulated. Council Agree to policy.  Proposed: Cllr Griffiths Seconded: Cllr Coombs Agreed: All   1. **Lone Worker Policy – Review**   As circulated. Council Agree to policy.  Proposed: Cllr Griffiths Seconded: Cllr Coombs Agreed: All   1. **Review Clerks Salary**   Clerk leaves room 2015. Confidential minutes. Clerk re-joins meeting 2019 | TB  TB  CA  CA  CA  CA  SN |
| **181** | **File back-up Storage** |  |
| **182** | **To note correspondence**   1. **Large Backlands Paddock now available to rent**   New tenant begins tenancy on 14th February. Letter to adjoining residents concerning reporting littering to be issued. Clerk to draft letter.   1. **Dangerous Driving down the high street on Christmas eve**   Matter brought to the attention of the council. Council cannot enforce parking matters but recommends contact the police in incidents of dangerous parking or driving.  Council agree to putting a notice on bus stop along Majors Rd telling residents not to park in bus stops.   1. **Joy riders damage the recreation ground on Christmas day**   CCTV footage downloaded. Police investigating. |  |
| **183** | **Any other business**  Cllr Lyall reports a resident has noted the amount of rubbish in the hedgerow and ditch rows. Cllr Nodder has recommended a community litter pick but has had no response.  Cllr Parker notes a few football matches have been cancelled due to weather conditions. Cllr Nodder notes 6th June will be fete day. |  |

Meeting Closed 20:26

Claire Arnold

Clerk to Watchfield Parish Council 22/01/20

**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 21st January 2020 at 7.30pm**

**Confidential Minutes**

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

District Cllr S Howell

**180 l** Current pay point 25. If increase to SCP 26 (new scale 20) = £13.15/hour + working at home allowance = £544/month

Proposed: Cllr Parker Seconded: Cllr Griffiths Agreed: All