**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 17th March 2020 at 7.30pm**

**Minutes**

Present: S Nodder (Chairman), D Griffiths (Vice), C Parker (Vice), J Valadas, B Lyall, S Coombs

C Arnold (Clerk)

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| **ITEM** |  |  |
| **199** | **To receive apologies for absence**  District Councillors Ware and Howell |  |
| **200** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  None |  |
| **201** | **Coronavirus update**  Watchfield Parish Council will abide by government and local advice and signpost residents to official information and advice. Chairman is gathering list of those offering assistance. Leaflet drop as well as email and Nextdoor.  Clerk has delegated powers (to be reconfirmed on Monday) and can make decisions for the council, in cases of emergency when we cannot meet or are not quorate, in consultation with the Chairman and Vice-Chairman. All steps necessary to consult council members by remote means will be made.  Critical functions of the council will be maintained by the Clerk, Chairman and RFO.  The audit AGAR legislation will change and allow for a delay till September for submission.  The annual assembly in May will not be scheduled until further advice is given, a change in legislation is expected. | SN  CA  TB  CA |
| **202** | **To take questions and comments from members of the public**  None |  |
| **203** | **To take questions and comments from members of the Council**  Suggest meetings not scheduled until situation clarified.  Football has been cancelled.  Paddock is open again for new tenants, Cllr C Parker to advise on possible tenant. Clerk to advertise | CP  CA SN |
| **204** | **To approve the minutes of ordinary meeting held on 20.01.20**  Council Agree.  Proposed: Cllr BL Seconded: Cllr SC Abstained: Cllr JV Agreed: All |  |
| **205** | **To approve the minutes of ordinary meeting held on 18.02.20**  Council Agree.  Proposed: Cllr CP Seconded: Cllr SN Abstained: Cllrs DG, JV Agreed: All |  |
| **206** | **To address matters arising from the ordinary meeting held on 18.02.20**  All action points are complete, in hand or on the agenda for this meeting |  |
| **207** | **To address burial matters**   1. **Mrs Betty Witchell £165.00 paid, burial, 5th March 2020, plot 127** |  |
| **208** | **To address planning matters**   1. **Update on current developments**   Portaloo on High Street outside of Meadow View reported   1. **P20/V0597/LDP: 12 Lapwing Lane Watchfield Swindon: Formation of habitable rooms in roof space with side dormer**   Concern about the increase in number of bedrooms with no increase in parking spaces. Parking already compromised on Knapp’s estate.  Council discuss and agree to respond with comments regarding carparking and send information regarding planning officer to Cllr JV  Proposed: Cllr CP Seconded: Cllr BL Agreed: All   1. **P20/V0497/FUL: Block W Shrivenham Hundred Business Park Watchfield: New commercial building to facilitate one business unit, with associated parking**   Object/comment based on subsequent application P20/V0629/FUL which proports in its Financial Availability Assessment that ‘No commercial development at this site is viable’  Proposed: Cllr DG Seconded: Cllr JV Agreed: All | CA  JV  CA |
| **209** | **To discuss anticipated CIL Payments to Parishes in Vale of White Horse DC - April 2020**  Council elect to receive CIL payments. Clerk to notify District Council.  Proposed: Cllr SC Seconded: Cllr BL Agreed: All | CA |
| **210** | **To discuss/agree response to Vale of White Horse District Council’s consultation procedures for planning matters**  Comments – no amendment to planning committee arrangements to offset frustrations of ‘no right to reply’  No definition of contextual considerations other than within NPs and LPs. Cllr SN to send response to clerk to reply.  Proposed: Cllr CP Seconded: Cllr JV Agreed: All | SN  CA |
| **211** | **To discuss/agree a response to the OCC A420 strategy**  Agree with all points raised by Cllr Constance – particularly in relation to restriction of HGV traffic. Council discuss and agree support. Clerk to respond.  Proposed: Cllr CP Seconded: Cllr BL Agreed: All | CA |
| **212** | **To discuss/agree areas for Deep Clean by South Vale Waste team**  Priority list discussed and areas agreed. Cllr SN to send Clerk pictures and list of areas to organise with the waste team.  Proposed: Cllr BL Seconded: Cllr SC Agreed: All | SN  CA |
| **213** | **To Agree OALC membership renewal £343.64 + £68.73 VAT = £412.37**  Council Agree**.**  Proposed: Cllr DG Seconded: Cllr CP Agreed: All | CA  TB |
| **214** | **Update on S106**  Monitoring complete for Pavilion project, Petanque and Acorn/Friendly Club  Fencing and equipment on order.  Cllr JV corresponding with Thames Water regarding MUGA development | JV |
| **215** | **To discuss/agree strategies for the remaining Public Work of Art**  Either apply for separate planning on existing site or on Meadow View. Council to explore viability of making work of art smaller. | SN |
| **216** | **To discuss/agree tree planting on Meadow View public open space**  Discussion on native species versus Oxfordshire historical fruit tree varieties. Council discuss and will investigate fruit tree options. | SN |
| **217** | **To discuss/agree grass cutting contracts for 2020/21**  Bawden existing contractor £464/cut – based on annual rate  BGG £465/cut – per cut rate  Council discuss and agree to BGG  Proposed: Cllr CP Seconded: Cllr DG Agreed: All | SN  TB |
| **218** | **Finance to Agree**  None |  |
| **219** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | AE Heptinstall | LG (Misc) Act 1976 s19 | 44.00 | Pavilion cleaning | | C Arnold | LGA 1972 s111 | 533.60 | Feb salary | | T Brock | LGA 1972 s 19 | 213.65 | Feb salary | | Castle Water | LG (Misc) Act 1976 s19 | 33.69 | Pavilion - water | | Information Commissioners Office | LGA 1972 s111 | 35.00 | Data Protection registration | | Castle Water | LG (Misc) Act 1976 s19 | 9.37 | Pavilion - water | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Highways Act 1980 | 837.52 | Grass cutting | | Bawden Managed Landscapes | Open Spaces Act 1906 | 56.92 | Grass cutting church | | Bawden Managed Landscapes | Open Spaces Act 1906 | 86.00 | Grass cutting cemetery | | Webbs | Highways Act 1980 | 29.58 | Gravel to alleviate flooding | | Webbs | Highways Act 1980 | 23.93 | Gravel to alleviate flooding | | 707 resource management | Litter Act 1983 | 60.84 | Litter picking | | Krypton Environmental | LGA 1972 s 19 | 126.00 | Pest control - allotments | |  |
| **220** | **Agenda Diary**   1. **Employer PAYE b-** done by NetResult 2. **Registration of Members’ Interests** – No Changes 3. **Section 137 Payments –**   Homestart. Council agree to £100  **Proposed: Cllr SC Seconded: Cllr JV Abstain: Cllr CP Agreed: All**  CleanSlate. Council discuss and agree for clerk to ask if they have offices nearer and local users.   1. **Paddocks topping and/or harrowing** – too wet at present 2. **Fire Safety Assessment –** Cllrs Nodder and Lyall to carry out. 3. **Date for Annual Assembly & May Meeting –**   Annual Assembly - deferred   1. **Update Planning Register –** carried out by Clerk 2. **Review waste collection arrangements –** UKWS 707 continues 3. **Book PAT testing equipment from Community First –** Cllr Nodder to do when available | CA  TB  CA  SN  BL  CA  SN |
| **221** | **File back-up Storage -** done |  |
| **222** | **To note correspondence**  Moss on Majors Road and footpath – recommend photos taken and sent to OCC regarding the road, pathway on the list for the deep clean.  Infectious waste pick-up – WPC will be following government guidelines and information circulated on leaflet. |  |
| **223** | **Any other business**  None |  |

Meeting Closed: 20:47

Claire Arnold

Clerk to Watchfield Parish Council 17/03/20