**Meeting of Watchfield Parish Council**

**ZOOM VIRTUAL MEETING**

**Tuesday 19th May 2020 at 7.30pm**

**Minutes**

Zoom Meeting

https://us04web.zoom.us/j/79550967920?pwd=M0dlOEIzWVFHZ2JpOG5QSyt2MzM0QT09

Meeting ID: 795 5096 7920

Password: 1NXvS1

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

C Arnold (Clerk)

Please note this meeting was recorded for the purpose of writing the minutes.

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| **ITEM** |  |  |
| **1**  **2**  **3**  **4** | **Election of Chairperson. To Note. The existing Chairman will remain in place until the next Annual Meeting (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (Reg part 2 section 4 (2) which came into force on 4 April 2020.).**  **Election of Vice Chairperson. To Note. The existing Vice Chairperson will remain in place until the next Annual Meeting.**  **To appoint Officers to the council. To Note. The existing Vice Chairperson will remain in place until the next Annual Meeting**  Finance Officer  Cllr SN  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  Pavilion Officer  Cllrs CP, BL  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  Burials Officer  Cllrs DG, BL  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  Playgrounds Officer  Cllr BL  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  Allotments Officer  Cllrs DG, SC  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  Estates Officer  Cllr SN  Proposed: Cllr CP Seconded: Cllr BL Agreed: All  **To receive apologies for absence**  District Cllrs E Ware, S Howell  RFO T Brocks |  |
| **5** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  None |  |
| **6** | **Coronavirus update**   1. **Volunteer effort**   Now a relationship between volunteers and regular requestors  Estimated approximately 3000 individual requests serviced over the 8 weeks so far  Still more volunteers than requests.   1. **Grants and finances**   WPC successful in application for SSE Resilient Communities Grant for £1500 for villager requests for food, activity materials for children and expenses for volunteers  WPC has received a grant for the loss of business at the pavilion based on the rateable value - £10K   1. **Restrictions and regulations**   Play area to remain closed until notified otherwise  Thanks to Cllr DG for assistance in reinstalling the disabling netting etc after it was removed  No advice yet on reopening or running of leisure facilities especially unstaffed ones.   1. **Other**   Councillors to make residents aware that anyone requiring assistance with free food only need to ask and this will be done confidentially. |  |
| **7** | **To take questions and comments from members of the public**  None |  |
| **8** | **To take questions and comments from members of the Council**  Cllr Nodder has requested bulk bin emptying resumes, also notes that some antisocial driving through village has been reported.  Cllr CP reports on football pitch grant opportunities, Cllr CP to investigate. Also notes a request for 5th birthday party booking in the pavilion. Council agree to provisionally book but depends on Government advice.  Cllr SN states defibrillators have been disinfected; no other guidelines received on this. | CP  CP |
| **9** | **To approve the minutes of ordinary meeting held on 21.04.20**  Council Agree.  Proposed: Cllr DG Seconded: Cllr BL Agreed: All |  |
| **10** | **To address matters arising from the ordinary meeting held on 21.04.20**  All action points are complete, in hand or on the agenda for this meeting |  |
| **11** | **To address burial matters**   1. Transfer of Exclusive right of burial from a cremation plot (106/16) to an earthen grave No 175 an additional £100.00 for Mrs Irene Charlesby and Arthur Charlesby. Interment of Mrs Irene Charlesby £165.00 Interment of ashes Mr Arthur Charlesby £55.00. Total amount £320.00 |  |
| **12**  **13**  **14** | **To address planning matters**   1. **Update on current developments**   District Council have requested a viability study on the housing in Shrivenham 100.   1. **P20/V0939/FUL: Shrivenham Hundred Business Park: Change of use from office use B1 to D1 veterinary surgery**   Proposed response circulated. Council discuss and agree to comment response based on the need of adequate parking.  Proposed: Cllr CP Seconded: Cllr SC Agreed: All  **To Agree Insurance Quote**  Postponed till Artwork valuation received**.** Clerk to organise.  **External Audit. Annual Governance and Accountability Return 2019/2020 Part 3 for the Year Ending 31 March 2020**   1. **To Note the Annual Internal Audit Report 2019/20 has been signed off by Philip Hood F.m.a.a.t. Arrow Accounting on 23 April 2020**   No points of concern. Council Agree.  Proposed: Cllr BL Seconded: Cllr DG Agreed: All **ii. To complete, approve and sign Section 1 Annual Governance Statement 2019/20**  As circulated  Statements discussed and Council agree. Cllr SN signs and returns to RFO.  Proposed: Cllr CP Seconded: Cllr DG Agreed: All | CA  CA  CA  TB |
| **15** | **Finance to Agree**  None |  |
| **16**  **17** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | S Nodder | LGA 1972 s111 | 25.94 | Stamps | | Clarke Brothers Heating | Highways Act 1980 ss3 ,50 | 50.00 | Flood repairs to footpath 2 | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus shelter cleaning | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Tina Brock/Claire Arnold | LGA 1972 s112 | 757.85 | April salary | | Castle Water | LG (Misc) Act 1976 s19 | 18.35 | Pavilion - water | | D Griffiths | LG (Misc) Act 1976 s19 | 13.51 | Cable ties – disabling play equipment (Coronavirus) | | BGG Garden & Tree Care | Open Spaces Act 1906 LG (Misc) Act 1976 s19 Highways Act 1980 | 1,116.00 | Grass cutting within the parish | | Drainmaster (Environmental) Ltd | LG (Misc) Act 1976 s19 | 1,930.00 | Installation of new pump |   **Agenda Diary**   1. **Registration of Members’ Interests** – any changes to Clerk 2. **Section 137 Payments** – no new requests 3. **Employer PAYE** – RFO and NetResult 4. **Agree to Code of Conduct**   As circulated. Council Agree to accept the code of conduct.  Proposed: Cllr CP Seconded: Cllr SC Agreed: All   1. **Agree to Standing orders. Updated in line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.**   As circulated and amended as per OALC recommendations. Council Agree.  Proposed: Cllr BL Seconded: Cllr DG Agreed: All |  |
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| **18** | **File back-up Storage –** Clerk to carry out at home  **To note correspondence**  None |  |
| **19** |  |
| **20** | **Any other business**  Cllr DG notes a large container in the Travellers Camp, leaking into hedgerow, this has been reported to environmental health. Cllr SN to chase response. | SN |
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|  | Meeting Closed 19:55hrs |  |

Claire Arnold

Clerk to Watchfield Parish Council 19/05/20