**Meeting of Watchfield Parish Council**

**ZOOM VIRTUAL MEETING**

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

**Agenda**

**Join Zoom Meeting**

**https://us04web.zoom.us/j/79523219164?pwd=S2crOEdTbTFyVHhrZElDUU5EdzBXUT09**

**Meeting ID: 795 2321 9164**

**Passcode: 5iAUAD**

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| **ITEM** |  |  |
| **37** | **To receive apologies for absence** |  |
| **38** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting** |  |
| **39** | **Coronavirus update**1. **Volunteer effort**
2. **Grants and finances**
3. **Restrictions and regulations**
4. **Other**
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| **40** | **To take questions and comments from members of the public** |  |
| **41** | **To take questions and comments from members of the Council** |  |
| **42** | **To approve the minutes of ordinary meeting held on 16.06.20** |  |
| **43** | **To address matters arising from the ordinary meeting held on 16.06.20** |  |
| **44** | **To address burial matters**1. **Permission to erect a new memorial: Mr Andrew Gorton Burial plot 208, £60 paid**
2. **Permission for a memorial stone plot 140; Kristian William Milsom, £60 paid**
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| **45****46** **47**  | **To address planning matters**1. **Update on current developments**
2. **P20/V1510/FUL; Land adjacent to Portelet House, Faringdon Road, Longcot SN7 7UA. Development of Concrete Pad within site area and Change of Use of the whole site area to "Sui Generis including retail use"**
3. **P20/V0629/FUL; Shrivenham Hundred Business Park, Majors Road, Watchfield Swindon, Amended plans**
4. **To discuss progress of MUGA/Tennis project**

**To address complaint against Council regarding Backlands’ weeds and conduct of Cllr Sue Nodder****To agree/discuss dealing with abusive and unacceptable behaviour by residents to councillors** |  |
| **48****49****50****51****52****53****54** | **To agree/discuss re-opening of pavilion and recreation ground, play areas, fitness equipment****To agree signing the AGAR 2019/20 Audit. Annual Governance and Accountability Return 2019/2020 Part 3 for the Year Ending 31 March 2019. Subject to approval of the items below.** **1. To approve Section 2 Accounting Statements 2019/20.****2. To approve the bank reconciliation as 31 March 2020.****3. To note the explanations for Audit 2019/20.** **To discuss RoSPA inspection report for the Play Area and Outdoor Gym equipment****To agree/discuss allowing ducks to be kept on the allotments****To agree village weedkilling and brush clearance quotes****To discuss agree new signage for play area fencing. A4 dibond aluminium signs £33.73 + VAT for 4****To discuss/agree replacement of gate for church paddock £450 + VAT** |  |
| **55** | **Finance to Agree**

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| --- | --- | --- | --- | --- |
| Payee | Spending Power | Invoice date | TOTAL Gross | Detail |
| Parkfield Tree & Garden Care | Open Spaces Act 1906 | 09/07/2020 | 540.00  | Tree work at allotments |

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| **56****57** | **Finance to Note**

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| --- | --- | --- | --- | --- |
| Name | Spending Power | Total Gross | Details |  |
| 707 resource management | Litter Act 1983 | 12.17  | Litter - pavilion |
| Ancala Water Services | Open Spaces Act 1906 | 137.92  | Allotments water |
| British Gas | LG (Misc) Act 1976 s19 | 17.17  | Pavilion - electricity |
| 707 resource management | Litter Act 1983 | 60.84  | Litter - pavilion |
| Amazon | LGA 1972 s111 | 31.96  | Stationery |
| BGG Garden & Tree Care | Open Spaces Act 1906 LG (Misc) Act 1976 s19 Highways Act 1980 | 558.00  | Grass cutting within the parish |
| Brunel Survyes Ltd | LG (Misc) Act 1976 s19 | 960.00  | Underground ultilites survey MUGA |
| Amazon | LGA 1972 s111 | 204.44  | Sanitising foam - pavilion |
| Inland Revenue | LGA 1972 s112 Contract/Pensions Act 2014 | 146.60  | TAX Apr-June 2020 |
| Aldi- emergency food - Covid-19 | LGA 1972 s137 | 43.93  | Emergency food - Covid 19 |
| T Brock | LGA 1972 s112 | 213.85  | June salary |
| C Arnold | LGA 1972 s112  | 544.00  | June salary |
| Paul Spencer-Matthews | Litter Act 1983 | 250.00  | Litter picking |
| Aldi/Range emergency supplies - Covid-19 | LGA 1972 s137 | 422.70  | Emergency supplies - Covid 19 |
| 707 resource management | Litter Act 1983 | 50.70  | Litter - pavilion |
| British Gas | LG (Misc) Act 1976 s19 | 81.11  | Pavilion - electricity |
| T Brock | LGA 1972 s112 | 213.65  | July salary |
| C Arnold | LGA 1972 s112  | 544.00  | July salary |
| Shrivenham Fencing | LGA 1972 s 19 | 1559.26 | Knee rail around pavilion car park |

**Agenda Diary**1. **Registration of Members’ Interests**
2. **Section 137 Payments**
3. **Bank Reconciliation**
4. **Budget Review**
5. **Employer PAYE**
6. **Review of Effectiveness of Internal Audit**
7. **Audit Plan update**
8. **Online VAT return**
9. **Employer PAYE**
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| **58** | **File back-up Storage**  |  |
| **59** | **To note correspondence**1. **Complaints about play area closed**
2. **Complaint about moss along Majors RD**
3. **Complaint about tree debris on allotment**
4. **Complaint about allotment tidy letters**
5. **Parking along High Street blocking access to the post box**
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| **60** | **Any other business** |  |

Please be aware of the following points regarding online meetings

1. The meeting will be recorded by the clerk, this will be for the purpose of taking minutes.
2. Time for public comments (Item 40) is 3 minutes per individual. After item 40 the public will be muted and if you have a question or comment to make please raise your hand to be unmuted.
3. Threatening or Foul language will not be tolerated, and you will be removed from the meeting by the clerk.

Claire Arnold

Clerk to Watchfield Parish Council 15/07/20