**Meeting of Watchfield Parish Council**

**ZOOM VIRTUAL MEETING**

**Tuesday 15th September 2020 at 7.30pm**

**Minutes**

**Join Zoom Meeting**

**https://us02web.zoom.us/j/85870354234?pwd=bi8xdnkrdERIbWlrMFZDL0FuNThBQT09**

**Meeting ID: 858 7035 4234**

**Passcode: 894123**

Present: Cllrs Nodder (Chairman), Griffiths, Lyall, Coombs, Mrs C Arnold (Clerk), District Cllrs Ware and Howell

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| --- | --- | --- | --- | --- |
| **ITEM** |  | **Action** | | |
| **61** | **To receive apologies for absence** Mrs T Brock (RFO), Cllr C Parker, County Cllr Y Constance |  | | |
| **62** | **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr Nodder will not vote on items 75, 81f |  | | |
| **63** | **Coronavirus update**   1. **Volunteer effort** Some have re-offered help in light of tightening rules but many are now back at work so availability is limited 2. **Grants and finances -**no additionalgrants applied for. Cllr SH notes that the grant scheme maybe coming to an end soon, advises applying for Covid grant within the next 10 days, 3. **Restrictions and regulations** -rule of 6 affects social gatherings. Legal backing 4. **Other - None** |  | | |
| **64** | **To take questions and comments from members of the public**  District Council report on climate emergency committee have now met but no feedback yet, civil parking enforcement still in progress, corporate plan consultation comment now being collated. Yellow Letter regarding changes to household occupants need to be responded to.  Cllr EW notes Eastern Village completion will take 14 years and all access will be along the A420.  County Council reports on A420 and impact of classification as a local road. Cllr Ware states there needs to be more co-operation with SBC.  Cllr SN notes new bike racks now placed in Shrivenham. |  | | |
| **65** | **To take questions and comments from members of the Council**  Proposal from resident for community orchard on Meadow View (details circulated). Clerk to add to next agenda.  Cllr Valadas has managed to obtain an agreement from Thames Water to build adjacent to the sewer. Now awaiting revised costs from Wicksteed for amendments.  Request that Majors Road pinch point and High Road junction are coned during matches. Clerk to investigate responsibility and legality on sport spectators and social distancing.  Emergency tree work carried out on High Street following high winds  Signs erected on play area and rec entrances  Asked to pass on thanks for keeping recreation ground so well maintained. | CA  CA | | |
| **66** | **To approve the minutes of ordinary meeting held on 21.07.20**  **Council Approve**  Proposed: Cllr SC Seconded: Cllr DG Agreed: All |  | | |
| **67** | **To address matters arising from the ordinary meeting held on 21.07.20**  All action points are complete, in hand or on the agenda for this meeting |  | | |
| **68** | **To address burial matters**  Memorial bench ordered, Cllr SN to organise plinth. | SN | | |
| **69** | **To address planning matters**   1. **Update on current developments** 2. **P20/V1236/PDH -Single storey rear extension.4 Beverley Road Watchfield Swindon SN6 8DJ**   As PD, for information only.   1. **P20/V1895/LB - Strattenborough Castle Farm Highworth Road Watchfield Swindon SN6 8TH. Structural repairs and structural enhancements to the Loggia / open fronted barn to prevent any further outward thrust of the walls or roof.**   Council agree to respond with No objections. Clerk to respond  Proposed: Cllr BL Seconded: Cllr SC Agreed: All | CA | | |
| **70**  **71**  **72**  **73**  **74**    **75**  **76**  **77**  **78** | **To discuss/agree Response to 'Changes to the Current Planning System' consultation.**  As circulated. Council agree to response and will submit at the end of the week to allow for any feedback by the council this week  Proposed: Cllr DG Seconded: Cllr SC Agreed: All  **To discuss/agree replacement of bin on children's play area**  As circulated. Recycledfurniture.co.uk £285.00. Council agree to purchase.  Proposed: Cllr SC Seconded: Cllr BL Agreed: All  **To discuss/agree replacement of High Street bench**  As circulated. Recycledfurniture.co.uk £280.00. Council agree to purchase.  Proposed: Cllr SC Seconded: Cllr BL Agreed: All  **To agree/discuss re-opening of pavilion**  Current regulations – no social use. Organised activities within Covid-19 guidelines allowed as per risk assessments. Cllr CP asks clerk to investigate legislation on filming football matches on a public recreation ground. Cllrs also unsure about responsibility for ensuring social distancing of spectators. Clerk to investigate. Cllr SH recommends a one/two strike system as a landowner you have a duty of care.  Cllr BL notes the changing room is not being adequately tidied after the football hire. Cllr CP/BL/SN to investigate.  **To discuss/agree new internal auditor quote, £550.**  Council Agree. Clerk to organise.  Proposed: Cllr BL Seconded: Cllr DG Agreed: All  **To discuss/agree Allotment contract and charges**  **Cllr SN leaves the meeting.**  As circulated, including fowl keeping agreement. Recommends removal of rabbit keeping, add point on council will not tolerate abusive behaviour and that it is the responsibility of the tenant to inform the council of changes in contact details.  Council Agree to not increase charges for the year.  Council Agree on Fowl Keeping Agreement.  Clerk requests a check up on allotments is made before the contracts are issued in October.  Proposed: Cllr SC Seconded: Cllr DG Agreed: All  **Cllr SN re-joins the meeting.**  **To discuss/agree joining the Allotment Society**  As circulated. £55/pa. Council Agree to joining. Clerk to organise.  Proposed: Cllr SC Seconded: Cllr BL Agreed: All  **To discuss/agree painting a running track on the recreation ground next spring/summer.**  Council discuss and agree to organise over next spring.  **To agree Bank Reconciliation**  As circulated from July meeting. Council Agree  Proposed: Cllr DG Seconded: Cllr SC Agreed: All | | CA  SN  SN  SN  CA  CA  CPBLSN  CA  TB  CA  CA  DG  SC  CA  TB |
| **79** | **Finance to Agree**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Payee | Spending Power | TOTAL Gross | Detail |  | | Humphreys Electrical | LG (Misc) Act 1976 s19 | 146.34 | Emergency repair of pavilion fire alarm |  | |  | | |
| **80**  **81** | **Proposed: Cllr BL Seconded: Cllr DG Agreed: All**  **Finance to Note**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | |  | | Committed2equality | LGA 1972 s111 | 54.00 | Equality register | |  | | The Net Result | LGA 1972 s112 | 66.00 | Payroll | |  | | The Net Result | LGA 1972 s112 | 87.00 | Payroll & end of year | |  | | British Gas | LG (Misc) Act 1976 s19 | 17.17 | Pavilion - electricity | |  | | British Gas | LG (Misc) Act 1976 s19 | 81.11 | Pavilion - electricity | |  | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus stop cleaning | |  | | Community Heartbeat | Public Health Act 1936 | 324.00 | Defibrillator auunal support costs | |  | | Zoom ( C Arnold) | LA & Police &Crime Panels (Coronvirus) Reg 2020 (Reg part 2 section 4 (2) | 143.88 | Annual Zoom package | |  | | British Gas | LG (Misc) Act 1976 s19 | 18.02 | Pavilion - electricity | |  | | BGG | Open Spaces Act 1906 LG (Misc) Act 1976 s19 Highways Act 1980 | 846.00 | Grass cutting of verges,  paddock, cemetery and  recreation ground | |  | | SecuraFen | LG (Misc) Act 1976 s19 | 13,116.00 | Play area fencing (from S106) | |  | | 707 resource management | Litter Act 1983 | 60.84 | Litter picking |  | | | Krypton Environmental | Public Health Act 1875 | 126.00 | Rat control - allotments |  | | | Pepler Fine Fencing Ltd | Public Health Act 1875 | 540.00 | Removal of church paddock gate and install new |  | | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus cleaning |  | | | 123 Reg | LG 1972 s142 | 19.19 | Domain renewal |  | | | British Gas | LG (Misc) Act 1976 s19 | 18.02 | Pavilion - electricity |  | | | BGG | Open Spaces Act 1906 LG (Misc) Act 1976 s19 Highways Act 1980 | 558.00 | Grass cutting of verges,  cemetery and  recreation ground |  | | | C Arnold | LGA 1972 s112 | 544.00 | Aug salary |  | | | T Brock | LGA 1972 s112 | 213.65 | Aug salary |  | | | 707 resource management | Litter Act 1983 | 60.84 | Litter picking |  | | | NBB Recycled Furniture | LG (Misc) Act 1976 s19 | 666.00 | Cemetery seat |  | | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking |  | | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking |  | | | Main Man Supplies Ltd | Litter Act 1983 | 16.43 | Refuse bags |  | |   **Agenda Diary**   1. **Completion of External Audit**   Waiting on Feedback.   1. **Registration of Members’ Interests – Annual review** Changes to Clerk. 2. **Section 137 Payments** – no requests 3. **Update Planning Register -** Clerk 4. **Burial Charges Review**   As circulated. Council Discuss and Agree to no changes. Clerk to update to 2020/21 and add to website.  Proposed: Cllr BL Seconded: Cllr DG Agreed: All   1. **Review of Paddock Licenses and rental**   **Cllr SN leaves the meeting.**  As circulated. Council discuss and agree to keep the costs and contract the same for both paddocks. Clerk to add review of Backlands paddock charges for June in audit diary  Proposed: Cllr DG Seconded: Cllr BL Agreed: All  **Cllr SN re-joins the meeting.**   1. **Servicing pavilion pump**   Cllr BL to check when this is due.   1. **Employer PAYE** – calculated by NetResult | CA  CA  CA  BL | | |
|  |  | | |
| **82** | **File back-up Storage -** Completed |  | | |
| **83** | **To note correspondence**   1. Thank you email from a resident to the councillors 2. Ideas for a Community Orchard – To be added to next agenda. |  | | |
| **84** | **Any other business**  Another set of keys for the allotment are required for Cllr SC. Cllr BL to check with previous councillor if they still have keys for the site. If not a new set of keys will need to be cut. | BL | | |

MEETING CLOSED 20:03hrs.

Claire Arnold

17/09/2020

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 64) is 3 minutes per individual. After item 64 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 17/09/20