**Meeting of Watchfield Parish Council**

**ZOOM VIRTUAL MEETING**

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

**Minutes**

Present: Cllrs S Nodder (Chairman), D Griffiths, B Penrose-Lyall, District Cllrs E Ware, S Howell, County Cllr Y Constance, Clerk Claire Arnold

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| **ITEM** |  | |  | |
| **108** | **To receive apologies for absence**  RFO Tina Brock, Cllrs C Parker, S Coombs, J Valadas. | |  | |
| **109** | **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 Item 117, reimbursement for Covid supplies | |  | |
| **110** | **Coronavirus update**   1. **Volunteer effort** – demand low at present. Volunteers available. 2. **Grants and finances** – No further update. 3. **Restrictions and regulations** – lockdown until Dec 2nd at present. Pavilion only in use for exempt support groups. Outdoor fitness equipment cordoned off but play area remains open at users’ risk. 4. **Other -** None | |  | |
| **111** | **To take questions and comments from members of the public**  District Councillors report circulated, Covid-support grants for businesses now open from the Vale, updates on significant news will be circulated. Civil car parking enforcement progressing. *Planning for the future* response available. The Vale has a new website with a few errors, and these will be corrected soon. New Eastern Villages and the effects on the A420 is an ongoing discussion.  County Cllr Y Constance reports on OCC Covid-management, civil parking enforcement proposals now going ahead to district councils. A420 traffic management group with Swindon in discussion. The A420 is on the agenda for a major traffic study and MP David Johnson will be bringing this to the Transport Secretary at Parliament. | |  | |
| **112** | **To take questions and comments from members of the Council**  Many complaints involving removal of hedgerow along Majors Road adjacent to a property in the Knapp’s Development. Relevant authorities approached. Tree protection Officer has been informed. Clerk to circulate management company email details to Cllr SN. The removal of the hedge has been done without permission and the hedge and trees were on the original plans of the development to be retained. The council are investigating why the land was on the developers plans if it did not belong to them. The council will be working hard with all relevant authorities with the plan to have the hedge and trees replanted and to protect the hedgerow in the future. District Cllr EW reports she will also be in close contact with the planning enforcement officer at the Vale regarding this matter.  Cllr BL notes ongoing FB comments from residents regarding this situation. Councillors are not authorised to reply on FB however the minutes can be circulated with the council’s discussion.  District Cllr YC states that if the land is unregistered the planning approval based on this hedgerow for the Knapp’s development should over-rule ownership of the land. District and County Cllrs offer their assistance on this matter and WPC will make this matter a priority. | | CA  ALL | |
| **113** | **To approve the minutes of ordinary meeting held on 21.10.20**  Minutes Agreed.  Proposed: Cllr BL Seconded: Cllr DG Agreed: All | |  | |
| **114** | **To address matters arising from the ordinary meeting held on 21.10.20**  All action points are complete, in hand or on the agenda for this meeting | |  | |
| **115** | **To address burial matters**  Memorial bench plinth complete, bench to be installed. | |  | |
| **116** | **To address planning matters**   1. **Update on current developments**   Knapp’s site plans and conditions form part of investigation into removal of hedgerow.  MUGA work will now start. Thanks to Cllr Valadas for progressing this | |  | |
| **117** | **Finance to Agree**   |  |  |  |  | | --- | --- | --- | --- | | Payee | Invoice date | TOTAL Gross | Detail | | Screwfix | 13/10/2020 | 9.99 | Covid supplies | | Not at quorate, to be added to next agenda | | | | | Screwfix | 13/10/2020 | 55.18 | Covid supplies | | Not at quorate to be added to next agenda | | | | | C Arnold | 27/10/2020 | 4.50 | Paper | | Proposed: Cllr SN Seconded: Cllr DG Agreed: All | | | | |  | |
| **118**  **119**  **120**  **121** | **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | 707 resource management | Litter Act 1983 | 14.89 | Waste collection | | 707 resource management | Litter Act 1983 | 54.42 | Waste collection | | 707 resource management | Litter Act 1983 | 13.66 | Waste collection | | 707 resource management | Litter Act 1983 | 14.32 | Waste collection | | 707 resource management | Litter Act 1983 | 60.84 | Waste collection | | Castle Water | LG (Misc) Act 1976 s19 | 179.31 | Water allotments | | C Arnold | LGA 1972 s112 | 544.00 | Oct salary | | T Brock | LGA 1972 s112 | 213.65 | Oct salary | | 707 resource management | Litter Act 1983 | 29.08 | Waste collection | | 708 resource management | Litter Act 1983 | 60.84 | Waste collection | | C Arnold | LGA 1972 s111 | 34.12 | Stationery | | 123-reg | LGA 1972 s112 | 60.99 | Website domain | |  |  | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus shelter cleaning | | British Gas | LG (Misc) Act 1976 s19 | 18.31 | Pavilion - electricity | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Royal British Legion | LGA1972 s137 | 37.00 | 2 x Wreaths | | C Arnold | LGA 1972 s112 | 544.00 | Nov salary | | T Brock | LGA 1972 s112 | 213.85 | Nov salary |   **Agenda Diary**   1. **Budget Forecast for next financial year**   Areas to liaise with Cllr Nodder before Dec for draft budget   1. **Employer PAYE –** Completed by Payroll NetResult. 2. **Registration of Members’ Interests –** changes to Clerk 3. **Section 137 Payments** 4. **Home Start Southern Oxfordshire**   **Council Agree to donation of £100.**  Proposed: Cllr SN Seconded: Cllr DG Agreed: All   1. **Review RFO salary –** Increases in line with NALC schedule 2. **Vexatious Complaints Policy – Review**   **Council Agree to Policy**  Proposed: Cllr SN Seconded: Cllr DG Agreed: All  **To note correspondence**   1. **To agree to planting of two espalier trees along the middle fence line of the plot 25 Star Lane**   Assuming fence ownership established. Height restriction of 6ft applied on dwarf root stock. Allotment officers agree. Clerk to contact allotment holders requesting planting of fruit trees.  **Any other business**  Cllr DG notes that a locked shed has not been emptied on an allotment plot in which the previous tenant has now been evicted. In line with the allotment contract the council can enter and empty the shed, however in a sign of good faith the clerk will send a letter to the previous allotment holder and request he remove his shed contents within the 2 weeks. | | ALL  TB  SN  CA  CA  CA | |
|  | Meeting Closed: 20:12hrs | |  | |

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 111) is 3 minutes per individual. After item 112 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 20/11/20