**Meeting of Watchfield Parish Council**

**Watchfield Village Hall and ZOOM**

**Tuesday 15th June 2021 at 7.30pm**

**Minutes**

**Present: Cllr S Coombs (Chair), C Parker (Vice), D Griffiths (Vice), S Nodder, Aaron Biggs, Joao Valadas**

**C Arnold (Clerk)**

**District Cllr E Ware**

**1 member of the public**

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| **ITEM** |  |  |
| **29** | **To receive apologies for absence**  County Cllr Y Constance, District Cllr S Howell. |  |
| **30** | **To receive any declarations of Personal, or Personal and prejudicial interest in respect of items on the agenda for this meeting**  Cllr SN and DG will not vote on item 44 (c), Village Hall Committee members. |  |
| **31** | **Coronavirus update**   1. **Restrictions and regulations –** No Changes, government guidelines being followed and pending now till July 19th. 2. **Other –** No update, small demand for volunteers. |  |
| **32** | **To take questions and comments from members of the public**  Cllr EW notes on report circulated. 10 dwellings approved in Shrivenham, boundary review: 3 constituencies now in the Vale. Delay in electric vehicle charging points till autumn 21, civic parking still progressing. Closing date for settlement status 30th June.  Cllr JV asks for an update on Enforcement regarding Majors Road fence issue. Cllr EW to chase for feedback and report back to WPC. | EW |
| **33**  **34** | **To take questions and comments from members of the Council**  Cllr SN would like to thank those that helped with the Big Spring Clean litter pick around Watchfield on June 4th/5th.  Cllr SN requests BGG grass cutting and weed killing schedule around the village. Clerk to chase.  Cllr CP states ongoing issue regarding Shrivenham Football invoices- non-payment for pitches not used, but not cancelled. Council discuss and agree to 5%discount for April and May bills. Clerk to respond.  **Proposed: Cllr SN Seconded: Cllr AB Agreed: All**  **To approve the minutes of the AGM held on 05.05.21.**  Council Agree.  **Proposed: Cllr SN Seconded: Cllr CP Agreed: All** | CA  CA |
| **35**  **36** | **To approve the minutes of extraordinary meeting held on 21.05.21.**  Council Agree.  **Proposed: Cllr DG Seconded: Cllr CP Agreed: All**  **To Sign all minutes in person; April 2020-May 2021**  Previous Chairman Cllr SN signs minutes April 2020-April 2021. Current Chairman Cllr SC signs May 2021 minutes**.** |  |
| **37**  **38**  **39** | **To address matters arising from the AGM meeting held on 05.05.21.**  All matters are in hand or on the agenda.  **Agree to Code of Conduct - To be signed.**  All councillors sign the Code of Conduct.  **Agree to Standing orders - To be signed.**  All councillors sign the Standing Orders |  |
| **40**  **41** | **To address burial matters**   1. **Burial of Arthur Bailey; Plot 178. Paid.**   **To address planning matters**   1. **Update on current developments-** Cllr JV has sent planning application for release of conditions for the MUGA. Still waiting for completion of remedial work on the MUGA, therefore currently closed to the public.   **P21/V0949/HH50- High Street Watchfield; Dropping the roadside kerb to allow for off road parking (driveway) on the front of the property. The driveway will consist of gravel/pebbles to allow for sufficient drainage.**  Council Discuss and agree to No Objections. Clerk to respond.  **Proposed: Cllr CP Seconded: Cllr DG Agreed: All** | CA |
| **42**  **43**  **44**  **45** | **To Agree/Discuss new MUGA charges, booking system, opening times.**  Monday-Friday; Opening times restricted 9am-6pm. Council will be required to open/lock MUGA. Council discuss and agree to charge of £10 per 50-minute session and introductory offer of £5.00 per session to start with. Booking by txt or email to Cllr CP, 24 hr notice where possible, £5.00 payment cash on arrival. To advertise once opening date confirmed.  **Proposed: Cllr CP Seconded: Cllr AB Agreed: All**  **Pavilion and Recreation Ground Update**   1. **To Agree/Discuss contract of Hire for the pavilion for private functions.**   Council discusses, GDPR item to be added, No deposit but full payment upfront,  Variable Bond starting at £125, Clerk to check Insurance cover for private hiring.  With those added changes council agree to the contract. Clerk to update contract.  **Proposed: Cllr SN Seconded: Cllr DG Agreed: All**   1. **To review contracts and bonds for Pavilion Hire**   As agreed above. Variable bond for private hire, Football hire fixed bond £556.  Football contract remains the same, charges remain the same.  Proposed: Cllr SN Seconded: Cllr JV   1. **To Agree/Discuss Village Hall Committee hire of pavilion/recreation ground, 18.07.21- Car boot.**   **Cllrs SN and DG have left the room.**  Village hall fundraising event.  Council discuss and agree to no charge but request a payment of £13.50per hr (2hr maximum) for professional cleaning of the pavilion after hire.  Clerk to send Contract to Village Hall Committee.  Village Hall would like to Pre-book Village fete first sat of the month and Friday before, June 2022.  **Proposed: Cllr CP Seconded: Cllr AB Abstained: Cllrs SN, DG Agreed: All**  **Cllr SN and DG re-join the meeting.**   1. **To Agree/Discuss Repair costs for play equipment; Air-Skier.**   £229.00 ex VAT for site visit and repair. Not covered by the guarantee. Warranty to be checked by clerk. Cllr CP asks clerk to organise site visit on other pieces of equipment also. Cllr CP to send clerk list of equipment and pictures that also needs revising by FreshAir Fitness.  Council Agree to quote.  Proposed: Cllr SN Seconded: Cllr AB Agreed: All  **To Agree/Discuss cancellation of Julys WPC meeting- Next WPC meeting to be in September 2021.**  Council Agree to cancelling July WPC meeting. Next council meeting will be 15.09.21.  **Proposed: Cllr CP Seconded: Cllr AB Agreed: All**  **To Agree/Discuss Watchfield areas for OCC Deep Cleanse Services - 05/07/2021 to 09/07/2021.**  Cllr SN has provided completed table and photos of areas that need cleaning around the village.  Clerk to send to Waste Team.  **Proposed: Cllr JV Seconded: Cllr DG Agreed: All** | CP  CA  CA  CA  CA  CA  CP  CA  CA |
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| **46** | **Finance to Agree**   |  |  |  |  | | --- | --- | --- | --- | | Payee | Invoice date | TOTAL Gross | Detail | | Stamps | 19.05.21 | £11.88 | Clerk - Stationary | | Ink Cartridges | 16.05.21 | £11.49 | Clerk - Stationary | | SN |
| **47**  **48**  **49**  **50**  **51** | **Proposed: Cllr DG Seconded: Cllr CP Agreed: All**  **Finance to Note**   |  |  |  |  | | --- | --- | --- | --- | | Name | Spending Power | Total Gross | Detail | | Lloyds bank | LGA1972 s111 | 1.00 | Opening savings account | | 707 resource management | Litter Act 1983 | 28.43 | Waste Management | | 707 resource management | Litter Act 1983 | 63.89 | Waste Management | | 707 resource management | Litter Act 1983 | 27.97 | Waste Management | | C Arnold | LGA 1972 s112 | 577.20 | April salary | | T Brock | LGA 1972 s112 | 227.05 | April salary | | Lightatouch | LGA 1972 s111 | 550.00 | Internal audit | | C Arnold | LGA 1972 s112 | 577.20 | May salary | | T Brock | LGA 1972 s112 | 227.05 | May salary | | 707 resource management | Litter Act 1983 | 63.89 | Waste Management | | Amy & Jo | LG (Misc) Act 1976 s19 | 65.00 | Cleaning of pavilion | | The Net Result | LGA 1972 s112 | 73.50 | Payroll | | D Griffiths | LG (Misc) Act 1976 s19 | 15.99 | MUGA Padlock | | British Gas | LG (Misc) Act 1976 s19 | 37.45 | Pavilion electricity | | VWHDC | LG (Misc) Act 1976 s19 | 26.26 | Permitted development enquiry | | Ancala Water | Open Spaces Act 1906 | 79.01 | Allotment water | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus shelter cleaning | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | British Gas | LG (Misc) Act 1976 s19 | 22.53 | Pavilion electricity | | Amy & Jo | LG (Misc) Act 1976 s19 | 52.00 | Cleaning of pavilion | | Came & Co | LGA 1972 s140 | 3,114.03 | Council insurance | | British Gas | LG (Misc) Act 1976 s19 | 26.75 | Pavilion electricity | | 707 resource management | Litter Act 1983 | 63.89 | Waste Management | | 707 resource management | Litter Act 1983 | 29.38 | Waste Management | | Paul Spencer-Matthews | Litter Act 1983 | 250.00 | Litter picking | | Virgin Media | LGA 1972 s111 | 64.75 | Broadband | | Leon Pearce | Parish Councils Act 1957. | 105.00 | Bus shelter cleaning | | BGG Garden & Tree Care | LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | 1,128.00 | Grass cutting | | Committed2equality | LGA 1972 s111 | 60.00 | Equality register |   **Agenda Diary**   1. **Employer PAYE –** Done by NetResult 2. **Allotment inspection –** Completed by Cllr DG and SC 3. **Certificates of Appreciation – Nomination**   Re-visit in Sept, clerk to add to next agenda.   1. **Registration of Members’ Interests –** no changes 2. **Update Planning Register –** Completed by clerk 3. **Section 137 Payments –** none received. 4. **Send copies of all minutes to archive centre in Reading.**   Cllr SN to send.   1. **Negotiation of fixed price energy plan for pavilion.**   Cllr CP and AB to negotiate  **File back-up Storage**  **To note correspondence**  Waste team- Litter bug trail for children through August summer holidays, Council Agree to Waste team using recreational ground and POS for posters and trail.  Complaint received regarding Bee-Bags left along Squires Road for two months. Clerk to contact Sovereign housing to see if bags belong to them.  **Any other business**  Cllr JV notes £80.00 fee from Wixteed for Harris fencing, however council note skip still present and pavilion keys not returned, Cllr JV chasing for response. Cllr SN to check costs for replacing keys.  Cllr AB notes boot scraper replacement is needed by the pavilion, Cllr CP to order new one.  Cllr SN to order new printer for village hall office.  **Meeting Closed 21:01** | CA  CA  SC  CP  AB  CA  JV  SN  CP  SN |
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|  | Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 09/06/21 |  |
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clerk@watchfield.org

Please be aware of the following points regarding online meetings.

a. The meeting will be recorded by the clerk, this will be for the purpose of taking minutes. The meeting will be streamed using ZOOM to allow the public access to the meeting without attending due to inadequate social distancing.

b. Time for public comments (Item 32) is 3 minutes per individual. After item 32 the public will be muted via ZOOM and if you have a question or comment to make, please raise your hand to be unmuted. If attending the meeting in person we request, you follow the same instructions.

c. Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk.

d. A Covid- Risk Assessment is available for the Village Hall. Please contact the clerk for a copy.

e. A Covid- Screening questionnaire will need to be competed before entering the small hall for WPC public meeting.

f. Please follow the one direction system to enter and leave the village hall. Please use the hand sanitizer provided.