**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 21st June 2022 at 7.30pm**

**Agenda**

|  |  |  |  |
| --- | --- | --- | --- |
| **ITEM** |  | |  |
| **35** | **To receive apologies for absence** | |  |
| **36**  **37**  **38**  **39**  **40**  **41**  **42**  **43**  **44**  **45**  **46**  **47**  **48**  **49**  **50** | **To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**  **To take questions and comments from members of the public**  **To take questions and comments from members of the Council**  **To approve the minutes of the AGM meeting held on 17.05.22**  **To approve the minutes of the extraordinary meeting held on 03.05.22**  **To approve the minutes of the extraordinary meeting held on 01.06.22**  **To address burial matters**  **a) Plot 106/7 A. Dickinson. £75 paid for the internment.**  **To address planning matters**  **a) Update on current developments**  **b) P22/V1158/HH (Householder); Proposed dropped curb for parking at the front of the house, 94 High Street Watchfield Swindon SN6 8SW**  **To discuss any remedial work required on the burnt playground surface**  **To be discuss/agree £80 for refreshments for the volunteers at the tree planting**  **To Agree insurance renewal quote, The premium (including IPT and all fees) for the year will be: £3,621.26**  **To Agree to the adoption of the new Code of Conduct Policy as agreed by Oxfordshire Secretaries and Monitoring Officers Group.**  **Audit for the year ending 31 March 2022.**  **a) To note and consider recommendations made in the internal audit 2021/2022 report carried out by Jane Olds. (circulated)**  **Annual Governance and Accountability Return 2021/2022 Part 3 for the year ended 31 March 2022. (circulated)**  **a) To note Jane Olds has completed and signed the Annual Internal Audit Report 2021/2022.**  **b) To complete and sign Section 1 Annual Governance Statement 2021/2022. To be signed by the Chair and Clerk.**  **c) To approve and sign Section 2 Accounting Statements 2021/2022. To be signed by the Chair and RFO.**  **d) To approve the bank reconciliation for the year ended 31 March 2022. To be signed by the Chair. (attached)**  **e) To approve the explanation of variances. (attached)**  **f) To approve the dates for the Notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for the year ended 31 March 2022. To commence on Thursday 23 June 2022 and end on Wednesday 3 August 2022. (attached)**  **Finance to Agree**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Payee** | **Spending Power** | **Invoice date** | **TOTAL Gross** | **Detail** | | Jim Griffiths Car Body Repairs | LG (Misc) Act 1976 s19 | 09/05/2022 | £ 15.32 | Water pump | | |  |
| **51**  **52**  **53**  **54**  **55** | **Finance to Note**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Income** |  |  |  | **21/06/2021** | | **Income received** | **Invoice date** | **TOTAL Gross £** | **Detail** | | Shrivenham FC | 30/04/2022 | 255.00 | Hire of pavilion | | Hayley Bush | 16/05/2022 | 40.00 | Hire of pavilion | | Data Interconnect | 16/05/2022 | 54.00 | Hire of pavilion | | British Gas | 19/05/2022 | £ 34.65 | Electricity - pavilion | | S Nodder | 01/04/2022 | 30.00 | Cemetery grazing | | Woodlands Ponies | 04/04/2022 | 100.00 | Backlands grazing | | VWHDC | 18/05/2022 | 57,570.31 | s106 football pitch improvements | | A Dickinson | 23/05/2022 | 140.00 | Burial | | A J Cole | 10/05/2022 | 26.00 | Allotment rent | | S Nodder | 03/05/2022 | 30.00 | Cemetery grazing | | Woodlands Ponies | 03/05/2022 | 100.00 | Backlands grazing |   **Expenditure**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Name** | **Spending Power** | **Invoice date** | **Total Gross £** | **Detail** | | Committed2Equality | LGA 1972 s111 | 29/04/2022 | 60.00 | Membership | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | 30/04/2022 | 1,233.05 | Grass cutting | | Amy & Jo Cleaning | LG (Misc) Act 1976 s19 | 30/04/2022 | 60.00 | Cleaning of pavilion - April | | Krypton | Public Health Act 1875 | 12/04/2022 | 126.00 | Mole control | | Click Waste | Litter Act 1983 | 16/05/2022 | 18.59 | Waste Collection | | British Gas | LG (Misc) Act 1976 s19 | 19/05/2022 | 34.65 | Electricity at pavilion | | C Arnold | LGA 1972 s112 | 31/05/2022 | 658.40 | May salary | | T Brock | LGA 1972 s112 | 31/05/2022 | 255.60 | May salary | | C Arnold | LGA 1972 s112 | 30/04/2022 | 658.40 | Apr salary | | T Brock | LGA 1972 s112 | 30/04/2022 | 255.60 | Apr salary | | Virgin Media | Telecom Act 1984 s97 | 28/04/2022 | 28.00 | Office phone bill | | Virgin Media | Telecom Act 1984 s97 | 30/05/2022 | 28.00 | Office phone bill | | Amy & Jo Cleaning | LG (Misc) Act 1976 s19 | 08/04/2022 | 78.00 | Cleaning of pavilion - March | | Paul Spencer-Matthews | Litter Act 1983 | 28/04/2022 | 250.00 | Litter picking | | Castle Water | LG (Misc) Act 1976 s19 | 28/04/2022 | 13.38 | Pavilion water | | Webbs | Open Spaces Act 1906 | 29/04/2022 | 205.40 | Fencing | | Gallagher | LGA 1972 s140 | 20/05/2022 | 3,621.26 | Council insurance | | British Gas | LG (Misc) Act 1976 s19 | 30/05/2022 | 42.85 | Electricity at pavilion | | Leon Pearce | Parish Councils Act 1957. | 31/05/2022 | 105.00 | Bus shelter cleaning | | Bawden Managed Landscapes | LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | 31/05/2022 | 1,233.05 | Grass cutting | | Click Waste | Litter Act 1983 | 01/06/2022 | 67.08 | Waste collection | | Amy & Jo Cleaning | LG (Misc) Act 1976 s19 | 01/06/2022 | 90.00 | Cleaning of pavilion - May | | Paul Spencer-Matthews | Litter Act 1983 | 30/05/2022 | 250.00 | Litter picking | | Castle Water | LG (Misc) Act 1976 s19 | 31/05/2022 | 13.38 | Pavilion water | | Click Waste | Litter Act 1983 | 14/04/2022 | 20.15 | Waste Collection |   **Agenda Diary**  **a)**  Allotment inspection  b) Certificates of Appreciation - Nomination  c) Registration of Members’ Interests  d) Update Planning Register  e) Section 137 Payments  f) Send copies of all minutes to archive centre in Reading  g) Negotiation of fixed price energy plan for pavilion; note expires August 2023 – Renewed for 2 years fixed in 2021.  **File back-up Storage**  **To note correspondence**  **Any other items to be added to next agenda, 19.07.22** | | |
|  | **Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 15/06/22**        **clerk@watchfield.org**    **Please be aware of the following points regarding meetings.**  **a. Time for public comments (Item 37) is 3 minutes per individual unless arrangements have been made with the council. After item 37 the public will not speak out unless you have a question or comment to make, please raise your hand.**  **b. Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk.**  **c. A Covid- Risk Assessment is available for the Village Hall. Please contact the clerk for a copy.**  **d. Please follow the one direction system to enter and leave the village hall. Please use the hand sanitizer provided.** | |  |
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