

**Meeting of Watchfield Parish Council**  
**Watchfield Village Hall**  
**Tuesday 27th September 2022 at 7.30pm**  
**Minutes**

**Present:** WPC Cllrs S Coombs (Chair), D Griffiths (Vice), S Nodder, J Valadas, A Biggs  
C Arnold (Clerk)

2 members of the public

**ITEM**

**81 To receive apologies for absence**

District Cllrs E Ware, S Howell  
WPC Cllr C Parker  
T Brock (RFO)

**82 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**

Cllr SN – no vote on item 88 and 105(g); allotment holder and paddock licensee

**83 To take questions and comments from members of the public**

Report circulated from Cllrs WE and SH.

**84 To take questions and comments from members of the Council**

None

**85 To approve the minutes of the meeting held on 19.07.22**

Council Agree  
Abstain: Cllr JV

**86 To address burial matters**

**a) To agree memorial stone inscription for Smith.**

Full Council Agree

**b) Purchase of exclusive right of burial, internment and burial, plot 106/16 Certificate grant number 03/2022 purchased by Mrs Smith for her husband Brian David Smith.**

**c) To agree inscription for the burial of Young**

Full Council Agree.

**87 To address planning matters**

**a) Update on current developments**

**b) P22/V2143/HH: 6 Star Lane Watchfield Swindon: Single storey extension to front and rear of the property and conversion of the garage into an additional bedroom.**

Council discuss and agree response- comment on car parking concerns along Star Lane and access - maintenance issues, unadopted road and non-maintained frontages.

**c) P22/V2084/LDP: 9 Shute Avenue Watchfield Swindon; Demolition of brick outbuilding to rear and erection of brick built lean-to extension to create a downstairs shower and utility room.**

Council Agree -No Comment response.

CA

CA

**88 To discuss/agree Allotment Contract 2022/23**

Council discussed rat issues. Council agreed to contract updates;

9C – exclude hens and fowl from contract renewal 2022/23- New clause 9C.1 do not add/replace existing livestock

Clause 14 – sufficient improvements to be added.

Abstained – Cllr SN

CA

**89 To discuss/agree Football Pavilion Contract 2022/23**

Full Council Agreed. Updates to contract;

Item 6- Covid clause to be removed

Item 1 - typo

No Alcohol drinks to be added

No Anti -social behaviour to be added

Item 17 - typo

CA

**90 To discuss/agree Backlands Paddock lease Agreement 2022/23**

Full Council Agreed. Updates to contract;

No chickens or fowls for new contract.

Council Agreed to one extra mini Shetland pony - 5 ponies total to be added to contract

Clerk to notify tenant -ask to place trailer at the side of the paddock.

CA

**91 To discuss/agree allowing one additional Mini Shetland Pony in the paddock**

- Council Agreed. Clerk to liaise with tenant
- 92 To discuss/agree Paddock Fence Post repair**  
Two gate post repairs required. Council Agreed to repair. Cllr SN to obtain quote. Council agreed to maximum quote of £600. SN
- 93 To discuss/agree quotes for installation of Public Work of Art at junction of Chapel Hill and Oak Road**  
Quote circulated- £1100 for installation. Council Agreed. Cllr SN to organise. SN
- 94 Update on Land purchase-**  
Transfer of land registry to be signed at meeting – Cllr SN, AB. Full Council Agreed. SN  
Transfer of funds to happen next  
Council do not yet own the land.
- a) Council to discuss/agree allowing second party to purchase half the land**  
To be discussed when the council owns the land. Council will evaluate the land once purchased. Clerk to liaise with second party when update available. CA
- 95 To discuss/agree use and charge of pavilion hire for local toddler group**  
Clerk to liaise with leader of toddler group – provide hire charges, no storage, if grant is required – provide grant application. Full Council Agreed not to provide the pavilion free of charge. CA
- 96 To discuss/agree Recreation Ground security**  
Information circulated, PCSO Marilyn Pack reports several incidents of anti-social behaviour in the recreation ground.  
Council discussed. Fence erection may be a deterrent –  
Clerk to contact Faringdon Town Council and PCSO to ask if other local villages have had same issues and what have they done?) -to discuss if CCTV and solar lights have been a deterrent. CA
- 97 Feedback on proposed improvements to the public footpath that runs between Majors Rd (near to Queens Close development) to St Thomas Church on the High Street by OCC.**  
Council discussed- Clerk to liaise with OCC- which S106 pot is the money coming from– WPC or OCC? Why MOD footpath and not other paths in Watchfield? CA
- 98 To discuss/agree co-option of Emma Markham onto WPC.**  
Council discussed. Council would like to invite Emma to the October meeting before co-opting. Clerk to liaise. CA
- 99 To discuss/agree Internal Auditor 2022/23**  
Council Agreed. Clerk to complete letter of engagement and return. CA  
**To agree allotment society membership renewal, £66.**  
Full Council Agreed not to renew.
- 100 To agree write off £80 worth of uncleared cheques: allotment tenants for rent in 2020 (RV459 and RV460) during the Covid restrictions**  
Full Council Agreed. TB
- 101 Finance to Agree**
- | Statutory Power               | Payment            | Description   | Total   |
|-------------------------------|--------------------|---|---------|
| PV1594 LG (Misc) Act 1976 s19 | Online Playgrounds | Emergency repairs to play equipment   | £ 66.20 |
|                               |                    | Emergency repairs - Replace the faulty WC Ball Valve in the home dressing room. | £78.00  |
- Full Council Agreed**
- 102 Finance List for payment**  
**INCOME RECEIVED**
- | Statutory Power                            | Income received | Description             | Total    |
|--|-----------------|-------------------------|----------|
| RV567 Small holdings & Allotments Act 1908 | S Nodder        | Cemetery grazing rent   | £ 30.00  |
| RV568 Small holdings & Allotments Act 1908 | Woodland Ponies | Backlands grazing rent  | £ 100.00 |
| RV569 LG (Misc) Act 1976 s19               | Shrivenham FC   | Hire of pavilion - June | £ 227.00 |

RV570	VWHDC	Community Grant VNHB17-18/34	£ 5,000.00
RV571 LG (Misc) Act 1976 s19	Clair Anger	Hire of pavilion & MUGA	£ 37.00
RV572 Small holdings & Allotments Act 1908	J Durrant	Allotment rent	£ 8.66
RV573 LG (Misc) Act 1976 s19	T Ferrier	Hire of pavilion	£ 27.00
RV574 LG (Misc) Act 1976 s19	C Cunningham	Hire of pavilion	£ 37.00
RV575 LG (Misc) Act 1976 s19	E Tailor	Hire of pavilion	£ 37.00
RV576 LG (Misc) Act 1976 s19	Shrivenham FC	Hire of pavilion - July	£ 296.00
RV577 Local Auth Cemeteries Order 1977	Margaret Smith	Interment of ashes	£ 200.00
RV578 Small holdings & Allotments Act 1908	S Nodder	Cemetery grazing rent	£ 30.00
RV579 Small holdings & Allotments Act 1908	Woodland Ponies	Backlands grazing rent	£ 100.00
RV580 LGA 1982 s150	VWHDC	2nd half of precept	£ 23,132.00

**103 Payment to Note**

Please see Appendix a.

**104 Agenda Diary**

**a) Completion of External Audit**

Full Council Agreed. Clerk to complete notifications and place on website and notice boards.

CA

**b) Members' Interests – Annual review – Cllr JV to complete**

JV

**c) Registration of Members' Interests**

**d) Section 137 Payments - none**

**e) Update Planning Register – to be done by clerk**

CA

**f) Burial Charges Review – Full Council Agreed to No changes**

CA

**g) Review of Paddock Licenses and rental – Full Council Agreed to license with update clause- no hens or fowls**

CA

public liability to be added for all livestock

**h) Allotment Hire Charges and Agreement Review- Full Council Agreed to No changes in fees, Agreement agreed on item 88**

CA

**i) Servicing pavilion pump - Cllr JV to obtain quotes – Cllr SN to look up pump information**

SN

**j) Employer PAYE – Done by NetResult**

JV

**105 File back-up Storage - Done**

**106 To note correspondence-**

Recreation Ground Hire Request from Village Hall Committee - 23.04.23 Carboot, first Saturday of June 2023 Village Fete– Clerk to add to Oct Agenda.

CA

Cemetery path and filling of potholes on entrance to park– work to start mid-next month.

Park gate bent- investigate if Shrivenham fencing can look at it – Cllr SN

SN

Wixteed – Clerk to contact -asking for completion of work within 14 days or money will not be released - WPC will retain – Cllr JV to send list to clerk of work that is required.

CA

**107 Any other items to be added to next agenda, 18.10.22**

JV

Bin by the MUGA requested- Cllr SN to obtain quotes

SN

To agree Boot brushes for pavilion

**Meeting closed: 20:56**

PV1573 S106	S Nodder	Diesel for digger - tree planting	£ 39.78	21/06/2022
PV1574 S106	S Nodder	Refreshments - tree planting	£ 80.00	14/07/2022
PV1575 Open Spaces Act 1906	NBB Recycled Furniture	POS	£ 2,910.00	Agreed
PV1576 LGA 1972 s112	Clerk	July salary	£ 658.40	Payroll
PV1577 LGA 1972 s112	RFO	July salary	£ 255.60	Payroll
PV1578 LG (Misc) Act 1976 s19	Shrivenham Fencing	Deposit fencing at recreation ground	£ 14,400.00	S106 pitch pitch improvements agreed 19/7/2022
PV1579 LG (Misc) Act 1976 s19	British Gas	Electricity - sports pavilion	£ 24.18	Contract
PV1580 Telecom Act 1984 s97	Virgin Media	Office phone	£ 28.00	Contract
PV1581 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Manged Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1582 Litter Act 1983	Click Waste	Litter picking	£ 67.08	Contract
PV1583 LG (Misc) Act 1976 s19	Amy & Jo Cleaning	July pavilion clean	£ 60.00	Contract
PV1584 Litter Act 1983	Click Waste	Litter picking	£ 20.68	Contract
PV1585 Litter Act 1983	Paul Spencer-Matthews	Litter picking	£ 250.00	Contract
PV1586 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 105.00	Contract
PV1587 LG (Misc) Act 1976 s19	Castle Water	Pavilion water	£ 20.11	Contract
PV1588 LGA 1972 s112	Clerk	Aug salary	£ 551.80	Payroll
PV1589 LGA 1972 s112	RFO	Aig salary	£ 255.60	Payroll
PV1590 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 105.00	Contract
PV1591 LG (Misc) Act 1976 s19	Screwfix	Padlock	£ 39.58	Emergency purchase
PV1592 LG (Misc) Act 1976 s19	British Gas	Electricity - sports pavilion	£ 25.09	Contract
PV1593 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Manged Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1595 Litter Act 1983	Click Waste	Litter picking	£ 67.08	Contract
PV1596 Litter Act 1983	Click Waste	Litter picking	£ 62.90	Contract
PV1597 Public Health Act 1936	Community Heartbeat	Defib annual support	£ 324.00	Contract
PV1598 Litter Act 1983	Paul Spencer-Matthews	Litter picking	£ 250.00	Contract
PV1599 LG (Misc) Act 1976 s19	Castle Water	Pavilion water	£ 20.11	Contract
PV1600 Telecom Act 1984 s97	Virgin Media	Office phone	£ 28.00	Contract
PV1601 LGA1972 s111	VWHDC	Planning application	£ 28.35	Agreed
PV1602 LG (Misc) Act 1976 s19	Amy & Jo Cleaning	Aug pavilion clean	£ 60.00	Contract
PV1603 Litter Act 1983	Click Waste	Litter picking	£ 21.14	Contract
PV1604 LGA 1972 s112	Clerk	Sept salary	£ 637.20	Payroll
PV1605 LGA 1972 s112	RFO	Sept salary	£ 255.60	Payroll

APPENDIX A.



