**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 20th December 2022 at 7.30pm**

**Minutes**

Present; WPC Cllrs S Nodder, J Valadas, R Lee, E Markham, S Coombs (Chair), D Griffiths (Vice), C Parker (Vice)

District Cllr S Howell

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| **ITEM** |  | |  | |
| **152**  **153**  **154**  **155**  **156**  **157**  **158**  **159**  **160**  **161**  **162**  **163**  **164**  **165** | **To receive apologies for absence**  CA (Clerk)  District Cllr E Ware  Cllr Aaron Biggs  RFO Tina  **To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**  Cllr DG agenda item 160, Cllr JV agenda item 158b  **To take questions and comments from members of the public**  District Cllr SH states E. Smith stepped down; Bethia Thomas taken over – deputy Neil Forsett. Any issues/concerns over next few months council to contact Cllr SH.  **To take questions and comments from members of the Council**  Pavilion flooding – came through the ceilings. Clerk been in touch with insurance company -two quotes for repair required, Cllr JV to investigate  All videos and photos of damage to be sent via WPC whataspp group.  **To approve the minutes of the meeting held on 15.11.22**  Full Council approve the minutes – changes required; state Minutes not Agenda – add who was present. All agreed with those amendments  Abstain – Richard and Emma  **To address burial matters**  None  **To address planning matters**   1. **Update on current developments –** None 2. **P22/V2772/S73; Shrivenham Hundred Business Park Majors Road. Variation of condition 2 (Approved Plans) to amend roof design and dwelling detailing on application P20/V0629/FUL Change of use of land from employment to residential, construction of four two-bedroom and one three-bedroom dwellings with associated access, parking and manoeuvring area, refuse and recycling storage, culverting of ditch and associated landscaping works.**   No comment to be sent – agreed by all  Cllr JV abstained   1. **P22/V2762/PDH; 9 Shute Avenue. Demolition of existing external store and erection of single storey rear extension to house new utility and shower room**   For information only.   1. **To note - P21/V0503/O - Land NE of Swiss Cottage, Faringdon Road, Shrivenham, SN6 8BX - APPEAL ALLOWED**   Cllr SH - will investigate further to ensure requirements are met.  **To Agree/Discuss SFC goals storage**  Clerk to chase Cllr AB – add to next month’s agenda  Cllr CP and Clerk to correspond with SFC on the following points.  Grass cuttings being collected and then dumped – Council requests this is stopped, and cuttings removed off site or leave on pitch otherwise fined.  Cllrs note adults urinating against bin store resident fence. Cllr CP to inform football teams.  Keys hanging – must ensure the doors are locked or keys removed. Extra store cupboard keys to be cut. Cllr CP to organise.  **To Agree/Discuss installing Broadband into the Pavilion and moving WPC office into the pavilion.**  Clerk to add to next month’s agenda  Need to register the property with the Post office – so we can get broadband or use a router and sim card option – PO Box option for post or install a letter box.  Locate Parish office to pavilion – business implications.  **To Agree/ Discuss Budget Forecast for next financial year**  Budget Circulated.  Thanks to Cllr SN for her work on this. Election costs been factored in for this year due to Election May 2023. – only 8 seats but village size increased.  Agreed all  **To Agree WPC Precept 2022/23**  Precept Circulated and discussed. £48,673, 5% increase.  Agreed all  **To Agree/Discuss WPC using S106 monies on Public Footpath 394/2/10 Majors Rd and to confirm the amount of money that is available.**  Information circulated.  Need to see the plan for clarification on area and height; Cllr JV notes 25mm becomes a risk hazard.  Cllr SN to investigate if path is it up to the MOD ground and d itch area.  Work will take more than one day – need to liaise with residents who have access to their homes.  Clerk to add to next month’s agenda.  (If decision is required before next meeting then an extraordinary meeting will be called)  **To Agree/Discuss Food Larder at St Albans Church - initial funding from the DA but seeking ongoing funding, sources of food and volunteers.**  Report from Families Officer about usage etc, how often and how much is being given etc and who is getting it. Cllr SN to investigate.  S137 fund is for charity - £500 pa available  Clerk to add to next month’s agenda.  **Finance to Agree -** all agreed   |  |  |  |  | | --- | --- | --- | --- | | **Statutory Power** | **Payment** | **Description** | **Total £** | | PV1639 Open Spaces Act | Shrivenham Fencing | Fencing around paddock extra cost of £100 to be approved | 100.00 | | PV1638 LGA 1972 s142 | Claire Arnold | Website - annual renewal | 71.86 |  | | PV1641 LGA 1972 s111 | Eflorist | Flowers | 40.97 | | | JV  ALL  CA  CA  SH  CA  CP  CP  CA  SN  CA  SN  CA | |
| **166** | PV1639 Council note that they have not seen information regarding extra £100 – why separate from one invoice – RFO to investigate.   |  |  |  |  | | --- | --- | --- | --- | | **INCOME RECEIVED** |  |  |  | | **Statutory Power** | **Payee** | **Description** | **Total £** | | RV593 Small holdings & Allotments Act 1908 | Allotment tenants | Rent | 152.00 | | RV594 LG (Misc) Act 1976 s19 | Shrivenham Royals FC | Hire of pavilion Sept & Oct | 838.00 | | RV595 Small holdings & Allotments Act 1908 | Allotment tenants | Rent | 312.00 | | RV596 Small holdings & Allotments Act 1908 | S Nodder | Cemetery grazing rent | 30.00 | | RV597 LG (Misc) Act 1976 s19 | Shrivenham FC | Hire of pavilion Nov | 235.00 | | RV598 Small holdings & Allotments Act 1908 | S Nodder | Cemetery grazing rent | 30.00 | | RV599 Small holdings & Allotments Act 1908 | Woodland Ponies | Backlands grazing rent | 200.00 |   **Payment to Note** | | TB | |
| **167**  **168**  **169**  **170**  **171** | |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  |  |  |   **Expenditure**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Statutory Power** | **Payment** | **Description** | **Total** | **Agreed (Date & item no.)** | | PV1638 LGA 1972 s142 | Claire Arnold | Reg 123 - annual renewal | £ 71.86 | Contract | | PV1639 Open Spaces Act | Shrivenham Fencing | Gate repairs | £ 740.00 | 27/09/2022 item 92 | | PV1640 LG (Misc) Act 1976 s19 | Amy & Jo Cleaning | Oct pavilion clean | £ 90.00 | Contract | | PV1642 LG (Misc) Act 1976 s19 | British Gas | Electricity – pavilion | £ 36.89 | Contract | | PV1643 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | Bawden Managed Landscapes | Grass cutting at various sites | £ 1,233.05 | Contract | | PV1644 LGA 1972 s112 | Clerk | Nov salary | £ 872.20 | Payroll | | PV1645 LGA 1972 s112 | RFO | Nov salary | £ 330.80 | Payroll | | PV1646 Litter Act 1983 | Waste removal | Litter picking | £ 15.10 | Contract | | PV1647 Litter Act 1983 | Waste removal | Litter picking | £ 27.41 | Contract | | PV1648 Litter Act 1983 | Waste removal | Litter picking | £ 67.08 | Contract | | PV1649 LG (Misc) Act 1976 s19 | Castle Water | Pavilion water | £ 20.11 | Contract | | PV1650 Litter Act 1983 | Paul Spencer-Matthews | Litter picking | £ 250.00 | Contract | | PV1651 LG (Misc) Act 1976 s19 | Amy & Jo Cleaning | Nov pavilion clean | £ 75.00 | Contract | | PV1652 LG (Misc) Act 1976 s19 | Castle Water | Pavilion water | £ 93.17 | Contract | | PV1653 Telecom Act 1984 s97 | Virgin Media | Broadband | £ 22.05 | Contract |   **Agenda Diary**   1. **Employer PAYE –** Done by NetResult 2. **Registration of Members’ Interests –** Cllrs EM and RL complete 3. **Section 137 Payments –** Non received 4. **Update Planning Register –** completed by Clerk CA 5. **Renew Clerk’s Office 365 Small Business Licence –** Information circulated.   Costs of £135.36 All agreed as essential. CA   1. **Documents due to Internal auditor –** to becompleted by Clerk CA   **File back-up Storage** – n/a as Clerk not here  **To note correspondence**   1. **Update on meeting with Pinnacle**   Barret’s pollarding trees once as good will gesture, then only development side.  Star lane, Oxford Square then responsible for maintaining.  Pinnacle have stated they are not responsible –  letter will be delivered to all residents explaining the situation. Cllr SN to send. SN  **Any other items to be added to next agenda, 17.01.22**  CA  Repairs to allotment water pipe  Land cleared – needs to be surveyed, Cllr JV to organise. JV  Specs required for pump power station – Cllrs SN, SC to investigate. SN  SC  **Meeting Closed; 21:05** | |  | |
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