

**Meeting of Watchfield Parish Council
Watchfield Village Hall
Tuesday 17th January 2023 at 7.30pm
Minutes**

Present: WPC Cllrs S Coombs (Chair), D Griffiths (Vice), C Parker (Vice), A Biggs, S Nodder, E Markham, R C Arnold (Clerk)

JS (Site manager-)

District Cllr S Howell

County Cllr Y Constance

1 member of public

ITEM

172 To receive apologies for absence

T Brock (RFO)

J Valadas

District Cllr E Ware

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

178b- Cllr SN will not vote.

174 To take questions and comments from members of the public

JS introduces himself as site manager and owner to new development off Majors Road. WPC questions concerns about weight limit on Majors Road – JS explains this is allowed for development traffic. Turning issue of heavy vehicles in pavilion carpark- JS states this was a one-off mistake and will not happen again. Investment has been made to keep roads clean with stones laid. Wants a good working relation with the council. Council discusses contractors' cars being parked in the pavilion – JS to write to clerk requesting permission.

County Cllr YC discusses traffic management plan, new Chief Executive, long delays in highways pothole repairs (report to FixmyStreet), maximum tax rise in precept – 5% increase. public health budget now widen to access health checks for 40+ years. Councillor priority fund. Oxfordshire.org.uk (cc. Cllr YC) £1000 project grant currently available – end of January deadline for submission – project to be completed end of May.

Member of public asks if a resident can fill in a pothole – council advises against this.

Cllr SH reports on

175 To take questions and comments from members of the Council

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177 To approve the minutes of the meeting held on 20.12.22

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To address burial matters

To address planning matters

a) **Update on current developments**

179 b) P22/V2968/HH, 6 Oxford Square Watchfield Swindon: First Floor extension over early rear

180 extension to move bathroom to the first floor

181 To Agree/Discuss SFC goals storage

To Agree/Discuss installing Broadband into the Pavilion and moving WPC office into the pavilion.

182 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.

183 To Agree/Discuss Food Larder at St Albans Church - initial funding from the DA but seeking ongoing funding, sources of food and volunteers.

184 To Agree/Discuss the name Bridgeford Court for the 5 new properties given permission on the edge of Shrivenham Hundred Business Park.

186 To Agree/Discuss construction traffic using pavilion carpark as a turn point.

187 To Agree/Discuss repairs to allotment water pipe

188 To Agree/Discuss land clearance and survey- Oak Road Land

189 To Agree/Discuss Councillor responsibility – Defibrillator

To Agree/ Discuss response to Consultation – Shrivenham proposed 20mph Speed Limit

Finance to Agree

190 Payment to Note

INCOME RECEIVED

Statutory Power	Income received	Description	Total
RV600 Small holdings & Allotments Act 1908	Allotment tenants	Rent	£ 134.00
RV601 VAT Act 1994 s33	Inland Revenue	Reclaimed VAT	£ 3,607.07
RV602 Small holdings & Allotments Act 1908	S Nodder	Cemetery grazing rent	£ 30.00
RV603 Small holdings & Allotments Act 1908	Woodland Ponies	Backlands grazing rent	£ 200.00

Expenditure

Statutory Power	Payment	Description	Total	Agreed (Date & item no.)
PV1654 Open Spaces Act	Parkfield Tree & Garden Care	Clearing of land at Oxford Square	£1,860.00	Agreed
PV1655 LGA 1972 s112	Clerk	Dec salary	£ 648.40	Payroll
PV1656 LGA 1972 s112	RFO	Dec salary	£ 252.45	Payroll
PV1657 LGA 1972 s112 Contract/Pensions Act 2014 1569 LGA 1972 s112 Contract/Pensions Act 2014	HMRC	Tax Oct-Dec	£ 339.04	Payroll
PV1658 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 105.00	Contract
PV1659 LG (Misc) Act 1976 s19	British Gas	Electricity - pavilion	£ 36.89	Contract
PV1660 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Managed Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1661 LG (Misc) Act 1976 s19	Castle Water	Pavilion water	£ 20.11	Contract
PV1662 Litter Act 1983	Paul Spencer-Matthews	Litter picking	£ 250.00	Contract
PV1663 LGA 1972 s137	British Legion	Grant	£ 50.00	Agreed
PV1664 LGA 1972 s111	The Net Result	Payroll	£ 102.00	Payroll

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Agenda Diary

- a) **Online VAT return**
- b) **Registration of Members' Interests**
- c) **Bank Reconciliation**
- d) **Budget Review**
- e) **Section 137 Payments**
- f) **Risk Assessment - Review**
- g) **Certificates of Appreciation – Nomination**
- h) **Audit Plan update**
- i) **Employer PAYE**
- j) **Complaints Policy – Review**
- k) **Lone Worker Policy – Review**
- l) **Review Clerks Salary**

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File back-up Storage

To note correspondence

- a) **TPO request submitted**

b) Resident request - who owns the scrubland between the public footpath and the pathway leading from Star Lane, off Oxford Square? Resident asks permission to plant wildflowers, after clearing the small area of large weeds.

c) TTRO (T11382) Watchfield, Chapel Hill- To facilitate pole replacement, 29.03.22, 08:00-17:00, maximum of 5 consecutive days.

Any other items to be added to next agenda, 21.02.23

Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 12/01/23



clerk@watchfield.org

Please be aware of the following points regarding meetings.

- a. Time for public comments (Item 174) is 3 minutes per individual unless arrangements have been made with the council. After item 174 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.

