**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 18th April 2023 at 7.30pm**

**Agenda**

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| **ITEM** |  |  |
| **247****248****249****250****251****252****253****254****255****256****257****258****259****260****261****262****263****264** | **To receive apologies for absence****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 meeting held on 21.03.23.****To address burial matters****To address planning matters**1. **Update on current developments.**

**To Discuss/Agree Bus Cleaning contract- Leon Pearce request for pay increase and Litter Pick contract – pay increase Paul Spencer-Matthews.****To Discuss/agree pavilion carpark overhead barrier quote.****To Discuss/Agree replacement quote for AirSkier.****To Discuss/Agree Bus Shelter repair quote.****To Discuss/Agree SFC goals storage.****To Discuss/Agree pavilion carpark overhead barrier quote.****Update on land at Oak Road/Oxford Square****To Discuss/Agree Play Area equipment (rope bridge) repair.****To Discuss/Agree Allotment contract change – no use of water with underground piping or unattended hosepipes from the standpipes.** **Finance to Agree** **None****Payment to Note** |  |
| **265****266****267****268** |

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| **INCOME RECEIVED** |
|  |  |  |  |
| **Statutory Power** | **Income received** | **Description** | **Total** |
| RV611 Highways Act 1980 s43 | OCC Councillor Priority Fund  | Grant towards upgrade of footpath 2  |  £ 1,000.00  |
| **Expenditure** |  |  |  |  |
| **Statutory Power** | **Payment** | **Description** | **Total** | **Agreed (Date & item no.)** |
| PV1701 LGA 1972 s112  | RFO | March Salary |  £ 252.45  | Payroll |
| PV1702 LGA 1972 s112  | Clerk | March Salary |  £ 663.60  | Payroll |
| PV1703 LGA 1972 s112 Contract/Pensions Act 20141569 LGA 1972 s112 Contract/Pensions Act 2014 | HMRC | Tax & NI Jan - Mar 2023 |  £ 259.60  | Payroll |

**Agenda Diary**1. **Employer PAYE– Annual Return**
2. **Online VAT return**
3. **Registration of Members’ Interests**
4. **Section 137 Payments**
5. **Bank Reconciliation**
6. **Budget Review – end of year**
7. **To agree and sign Section 1&2 of Internal Audit**
8. **Audit Plan update**
9. **ROSPA Play Area inspection – book**
10. **Update key holder list**
11. **Carry out full PAT testing**
12. **Review Insurance**

**File back-up Storage** **To note correspondence****Any other items to be added to next agenda, 09.05.23****Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 13/04/23** **clerk@watchfield.org****Please be aware of the following points regarding meetings.****a. Time for public comments (Item 249) is 3 minutes per individual unless arrangements have been made with the council. After item 249 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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