**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

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

**Agenda**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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** | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **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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