

**Meeting of Watchfield Parish Council
Watchfield Village Hall
Tuesday 21st March 2023 at 7.30pm
Minutes**

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

C Arnold (clerk)

District Cllr S Howell

ITEM

224 To receive apologies for absence

District Cllr E Ware

RFO T Brock

WPC Cllr A Biggs

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

None

226 To take questions and comments from members of the public

Cllr S Howell reports on green fence enforcement notice issued.

Appeal for 25 residential homes planning application rejected.

Communication between Oxford and Swindon on care still ongoing.

Elections upcoming. Stanford tip closure due to spring clean.

Extra green waste collection 24th April.

6-month road closure on entry bridge into Oxford upcoming.

227 To take questions and comments from members of the Council

Cllr CP notes water use in poly tunnels in the allotment. Cllr SC to check allotments.

Cllr SN notes footpath work to start end of next week –

commonwealth war graves work also underway –

clerk to check work schedule and how long the work will take-

CA

conflict of works and funeral 31.03.23 –

Cllr JV requests clerk inform workers not to restrict turning head.

15/16th April Wildflower sowing. Cllr SN has registered Sports pavilion for an address.

Cllr RL reports on conservation project – spot listing, heritage survey, TPO,

green space preservation. Cllr RL to send information gathered so far to chair.

RL

228 To approve the minutes of the meeting held on 21.02.23

Full Council Agree. Cllr JV abstains.

229 To address burial matters

a) **Andrew Bailey burial to the Agenda, Plot No: 178. Date of burial 31st March.**

b) Clerk to send invoice- £350.

CA

230 To address planning matters

a) **Update on current developments**

Ongoing. PWA to be installed later in the year. Clerk to email and confirm.

CA

Report to Highways and OCC the ditch filling from development

along Majors Road, Cllr JV to email Highways.

JV

231 To Agree/Discuss SFC goals storage.

Clerk to add to next Agenda.

CA

232 To discuss/agree application for planning consent for change of use on parcel of land at Oak Road/Oxford Square

Full plan application from private garden to public space.

Quote at £468.00 for planning application. Title deed delayed with land registry.

Full land survey required. Full Council Agree to proceeding on full application

with a maximum spend of £600.00, Cllr SN to proceed.

SN

Clerk to add to next agenda- council to produce a plan of what the garden will look like.

ALL CA

233 To discuss/agree topographical Survey for land at Oak Road

Quote £650.00 plus VAT – plan with levels. Full council Agree. Cllr JV to organise.

JV

234 To Agree Litter Picking Dates

Clerk to chase waste team to confirm date– 22nd April.

CA

235 To discuss/agree repair quote for electrical faults in pavilion.

(not related to flood damage) £280+VAT

Full Council Agree – Cllr DG to check quote – no warm air circuit present.

DG

236 To discuss/agree renewal request for Oxfordshire Playing Fields Association £45.

Full Council Agree. Cllr SN to send.

SN

237 To discuss/agree pavilion carpark overhead barrier quote.

Three quotes obtained and circulated. To be placed inside the carpark.

Cheapest quote plus fitting £2526 inc.VAT.

To be added to next agenda for agreement.

Clerk to check insurance clause if someone was to hit the bar.

CA

238 To discuss/agree grass cutting contract.

Bawdens £12,950.04 quote (development side of Star Lane now with Pinnacle).

Rolling contract agreed. Full Council Agree to quote. Cllr SN to respond.

SN

239 To discuss/agree OALC membership renewal - £382.45

Full Council Agree. Clerk to send invoice to Cllr SN

CA

240 To discuss/agree Gigaclear broadband service

Existing ducting to be used - plan required. Cllr SC to chase and request guarantee to not disturb planting.

SC

241 Finance to Agree

Statutory Power	Payment	Description	Total
PV1699 LGA 1972 s111	S Nodder	Postage	£ 2.05
PV1700 LGA 1972 s111	C Arnold	Microsoft 365	£ 135.36

Full Council Agree

242 Payment to Note**TO NOTE INCOME RECEIVED**

Statutory Power	Income received	Description	Total
RV605 LG (Misc) Act 1976 s19	Shrivenham FC	Hire of pavilion Dec	£150.00
RV606 Small holdings & Allotments Act 1908	S Nodder	Cemetery grazing rent	£ 60.00
RV607 Small holdings & Allotments Act 1908	Woodland Ponies	Backlands grazing rent	£200.00
RV608 Small holdings & Allotments Act 1908	Allotment	Rent - plot 1	£52.00
RV609 Small holdings & Allotments Act 1908	E Evans	Allotment rent	£19.50
RV610 LG (Misc) Act 1976 s19	Shrivenham FC	Hire of pavilion Jan, Feb, Mar 50% discount	£ 122.50

Income received	Power	Invoice date	TOTAL Gross	Detail
VWHDC	LGA 1982 s150	06/04/2022	23,132	1st half of precept

TO NOTE PAYMENTS MADE**- Feb/March**

Statutory Power	Payment	Description	Total	Agreed (Date & item no.)
PV1687 LG (Misc) Act 1976 s19	Amy & Jo Cleaning	Dec pavilion clean	£ 60.00	Contract
PV1688 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Managed Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1689 LG (Misc) Act 1976 s19	British Gas	Electricity - pavilion	£ 22.99	Contract
PV1690 Litter Act 1983	Paul Spencer-Matthews	Litter picking	£ 250.00	Contract
PV1691 Small holdings & Allotments Act 1908	Ancala water services	Water at allotments	£ 230.89	Contract

PV1692 Litter Act 1983	Click Waste	Litter picking	£ 9.98	Contract
PV1693 LG (Misc) Act 1976 s19 Open Spaces Act 1906	Parkfield Tree & Garden Care	Hedge cutting paddock, cemetery, ditches	£ 1,140.00	Agreed
PV1694 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 112.00	Contract
PV1695 Litter Act 1983	Click Waste	Litter picking	£ 70.42	Contract
PV1696 Open Spaces Act 1906	Landlife Wildflowers	Seeds	£ 229.99	21/2/2023 item 216
PV1697 Open Spaces Act 1906	Sugregreen	Fencing pins	£ 179.90	21/2/2023 item 216
PV1698 Litter Act 1983	Click Waste	Litter picking	£ 6.73	Contract

TO NOTE PAYMENTS MADE

- Feb

Statutory Power	Payment	Description	Total	Agreed (Date & item no.)
PV1666 Public Health Act 1875	Nanogreen Cleaning Ltd	Pest control	£42.00	Contract
PV1667 Litter Act 1983	Click Waste	Litter picking	£ 67.08	Contract
PV1668 Public Health Act 1875	Nanogreen Cleaning Ltd	Pest control	£42.00	Contract
PV1669 LG (Misc) Act 1976 s19	Meckel Ltd	Security light	£ 300.00	Emergency repair Nov 2022
PV1670 Small holdings & Allotments Act 1908	Clarke Brothers Heating	Repairs to standpipe	£ 84.00	Emergency repair
PV1671 LGA 1972 s112	Clerk	Jan salary	£ 648.20	Payroll
PV1672 LGA 1972 s112	RFO	Jan salary	£ 252.45	Payroll
PV1673 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Managed Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1674 LG (Misc) Act 1976 s19	British Gas	Electricity - pavilion	£ 32.43	Contract
PV1675 Litter Act 1983	Click Waste	Litter picking	£ 23.02	Contract
PV1676 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Managed Landscapes	Grass cutting at various sites	£ 1,233.05	Contract
PV1677 Litter Act 1983	Click Waste	Litter picking	£ 2.56	Contract
PV1678 Litter Act 1983	Click Waste	Litter picking	£ 67.08	Contract
PV1679 Litter Act 1983	Click Waste	Litter picking	£ 5.46	Contract
PV1680 Public Health Act 1875	Nanogreen Cleaning Ltd	Pest control	£ 42.00	Contract

PV1681 LGA1972 s111	Information Commissioners Office	Data Protection registration	£ 35.00	Membership
PV1682 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 112.00	Contract
PV1683 Litter Act 1983	Paul Spencer- Matthews	Litter picking	£ 250.00	Contract
PV1684 LG (Misc) Act 1976 s19	Castle Water	Pavilion water	£ 20.11	Contract
PV1685 LGA 1972 s112	Clerk	Feb salary	£ 702.40	Payroll
PV1686 LGA 1972 s112	RFO	Feb salary	£ 252.45	Payroll

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Agenda Diary

- a) **Employer PAYE** – Done by NetResult
- b) **Registration of Members' Interests** – No changes
- c) **Section 137 Payments** – None received.
- d) **Fire Safety Assessment** – circulated.
Council to wait till pavilion repairs complete and carry out again,
clerk to add to agenda on completion of pavilion work. CA
- e) **Date for Annual Assembly & May Meeting**
9th May for Full Council Meeting Annual Assembly, Village Assembly 16th May ALL
- f) **Update Planning Register** - Done
- g) **Review waste collection arrangements**– Novati –
clerk to chase price changes – to be added to next agenda. CA
- h) **Book PAT testing equipment from Community First** –
to be done once pavilion repaired.
Clerk to book equipment on completion of works, Cllr SN to carry out testing. CA
- i) **Pavilion charges review** – Full council agree to keep prices the same.

244

File back-up Storage

245

To note correspondence

StageCoach is considering making a change to use on bus through the village.
Bus will no longer to go through the village – Clerk to forward StageCoach
email to County Cllr Yvonne Constance. Cc. Cllr Simon and Elaine. CA

246

Any other items to be added to next agenda, 18 .04.23

None

