**Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

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

**Minutes**

Present WPC Cllrs D Griffiths (Vice), C Parker (Vice), A Biggs, E Markham.

District Cllr E Ware

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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**WPC Cllrs J Valadas, S Coombs, S Nodder,District Cllr S Howell, County Cllr Y ConstanceRFO T Brock**To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**None**To take questions and comments from members of the public**No Annual report due to pre-election period. Bourton now 20mph. Southern connector road to open September 2023. Care home application has been delayed till Friday 21st– if granted it will go to committee. Postal vote has now ended. Extra green waste bin collection next week. Clerk to chase grass cutter for schedule of works -request for a cut before May. The Vale is promoting energy saving in community places – climate action fund team at the Vale. The Vale is supporting electric vehicle car parking scheme. Clerk to chase Cllr Y Constance regarding the stopping of buses (S6) along the high street. Cllr AB comments on rail bridge closing along A420 **To take questions and comments from members of the Council.**Invoice received for pavilion work – Clerk to contact insurance companyQuotes in for roof repair; circulated– emergency repair quote agreed £250. Clerk to organise with contractor**To approve the minutes of the meeting held on 21.03.23.**Full Council Agree**To address burial matters**None**To address planning matters**1. **Update on current developments. Survey -** Clerk to check if this has been sent for change of use. To be added to next agenda

**To Discuss/Agree Bus Cleaning contract- Leon Pearce request for pay increase and Litter Pick contract – pay increase Paul Spencer-Matthews.**Full council agree to renew contracts for Bus shelter cleaning and litter picking contract. Council agree to pay increase of 10% for both contractors. Clerk to inform finance officer and contractors.**To Discuss/agree pavilion carpark overhead barrier quote.**Add to next agenda.**To Discuss/Agree replacement quote for AirSkier.**Quote circulated £3078. Council to gain another quote and quote to remove the equipment. To be added to next agenda.**To Discuss/Agree Bus Shelter repair quote.**Cllr EM to check if repair has already been done. To be added to next agenda**To Discuss/Agree SFC goals storage.**Cllr CP to contact SFC regarding how to store goals.**To Discuss/Agree pavilion carpark overhead barrier quote.**Item 254**Update on land at Oak Road/Oxford Square**Survey is complete. Waiting for change of Use approval. To be added to next agenda**To Discuss/Agree Play Area equipment (rope bridge) repair.**Council to obtain quotes- how much for a new bridge – clerk to investigate.**To Discuss/Agree Allotment contract change – Clause - no use of water with underground piping or unattended hosepipes from the standpipes**. If found to be in breach of this clause your allotment contract will be immediately terminated. Clerk to write cover letter and send clause to allotment holders.**Finance to Agree** None

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| **Payment to Note** **INCOME RECEIVED** |
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| **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 |

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| **265****266****267****268** | **Agenda Diary**1. **Employer PAYE–** Annual Return
2. **Online VAT return -** RFO
3. **Registration of Members’ Interests –** No changes
4. **Section 137 Payments –** none received.
5. **Bank Reconciliation –** to add to next agenda.
6. **Budget Review – end of year –** to add to next agenda.
7. **To agree and sign Section 1&2 of Internal Audit –** to add to next agenda.
8. **Audit Plan update –** no changes
9. **ROSPA Play Area inspection –** booked.
10. **Update key holder list –** hand all keys into Cllr SC, clerk to update list in June.
11. **Carry out full PAT testing –** Clerk to book equipment.
12. **Review Insurance – Clerk to organise –** add to next agenda for agreement

**File back-up Storage -** done**To note correspondence**Dinky ponies – request for one other pony. To be added to next agenda.**Any other items to be added to next agenda, 09.05.23**None**Meeting closed: 20.45** |  |
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