

**Meeting of Watchfield Parish Council  
Watchfield Pavilion  
Tuesday 21st November 2023 at 7.30pm**

**AGENDA**

Notice is hereby given of the meeting of Watchfield Parish Council on Tuesday 21 November 2023, commencing at 7.30pm in Watchfield Pavilion, Watchfield.

The Press and Public are welcome to attend this meeting and can participate during the public participation session. Please note that the public and media have a right to record meetings of the Council. Please notify the Clerk prior to the start of meeting if you wish to record or take photographs during the meeting.

To: Members of the Parish Council: You are summoned to attend a meeting on Tuesday 21 November 2023 at 7.30pm for the purpose of transacting the following business:

**ITEM**

- 132 To receive apologies for absence**
- 133 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**
- 134 To take questions and comments from members of the public**
- 135 To take questions and comments from members of the council**
- 136 To approve the minutes of the meeting held on 17.10.23.**
- 137 To address Previous Agenda Items-**
  - CCTV update system on pavilion
  - To note engagement with Head at Watchfield Primary School re. dangerous parking.
  - Tree Check around the Village.
  - Waste provider – new larger bin update
  - Playground Checks Quote
  - New Land purchase check list
- 138 To Adress burial matters**
- 139 To address planning matters**
- 140 To discuss / receive quotes for an auto-closing gate in the children’s play area and repair/filling of hole under the play area fence.**
- 141 To agree electrician repair quote for fire alarm at the pavilion**
- 142 To discuss/agree additional bulb planting project quote around the 3 main stones in the village; £120 ex VAT,total spend £175.**
- 143 To Agree Internal Auditor and fees for 23/24**
- 144 To Agree National Pay rise for Clerk and RFO in-line with OALC.**
- 145 To discuss grant funds for the community around the Armed Forces.**
- 146 Update on Shrivenham Sustainability hub**
- 147 To discuss government funding schemes to have Electric Car charging points installed at the pavilion car park.**
- 148 To discuss Budget 2024**
- 149 Finances to Agree**

Statutory Power	Payment due	Description	Total
Telecom Act 1984 s97	C ARNOLD	Mobile Phone Contract – monthly Payment	£22.80
Telecom Act 1984 s97	C ARNOLD	Mobile phone upfront Cost	£9.00
LGA 1972 s142	C ARNOLD	Increase email Storage	£ 71.86

**150 Finances to Note and Approve**

**Income**

Statutory Power	Income received	Description	Total
RV636 Small holdings & Allotments Act 1908	S Nodder	Cemetery grazing rent	£ 30.00
RV637 Small holdings & Allotments Act 1908	Woodland Ponies	Backlands grazing rent	£ 100.00
RV638 Small holdings & Allotments Act 1908	Allotment rent	Various	£ 232.00
RV639 VAT Act 1994 s33	Inland Revnue	VAT reclaim	£ 1,156.13

RV640 Local Auth Cemeteries Order 1977	M Chapman	Burial Plot 181	£ 200.00
RV641 Small holdings & Allotments Act 1908	Allotment rent	Various	£ 638.00
RV642 CIL	VWHDC	CIL share	£ 8,380.62

### Expenditure

Statutory Power	Payment	Description	Total	Agreed (Date & item no.)
PV1804 Public Health Act 1875	Nanogreen Cleaning Ltd	Pest control	£ 42.00	Contract
PV1805 LGA 1972 s111	Committed2Equaity	Membership	£72.00	18/7/2023 item 77
PV1806 Parish Councils Act 1957.	Leon Pearce	Bus stop cleaning	£ 112.00	Contract
PV1807 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980	Bawden Managed Landscapes	Grass cutting at various sites	£ 1,295.30	Contract
PV1808 LG (Misc) Act 1976 s19	British Gas	Electricity - sports pavilion	£ 98.76	Contract
PV1809 LGA 1972 s112	Clerk	Oct Salary	£ 691.60	Payroll
PV1810 LGA 1972 s112	RFO	Oct Salary	£ 252.45	Payroll
PV1811 LGA 1972 s111	S Coombs	Wreath	£ 23.98	Item 128 O
PV1812 Litter Act 1983	Click Waste	Waste management	£ 70.42	Contract
PV1813 Litter Act 1983	Paul Spencer-Matthews	Waste management	£ 275.00	Contract
PV1814 LG (Misc) Act 1976 s19	Castle Water	Pavilion water	£ 164.38	Contract
PV1815 LGA1972 s145	Oxford Exteriors Ltd	Installing Anglo Saxon Cross	£ 1,320.00	27/09/2022 item 93
PV1816 LG (Misc) Act 1976 s19	Amy & Jo Cleaning	Aut-Sept pavilion cleaning	£ 153.00	Contract
PV1817 LG (Misc) Act 1976 s19	Amy & Jo Cleaning	Oct pavilion clean	£ 85.00	Contract

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### Audit Diary-

- **Budget Forecast for next financial year**
- **Employer PAYE**
- **Registration of Members' Interests**
- **Section 137 Payments**  
Christmas Lights for the Village
- **Review RFO salary**
- **Vexatious Complaints Policy - Review**

152 **File back-up Storage**

153 **To note correspondence**

- Temporary Road Closure and "No Waiting" restriction at Shrivenham / Ashbury, B4000 19 January 2024. This will operate between 09:30 and 15:30.
- Temporary Road Closure and "No Waiting" restriction at Shrivenham, Faringdon Road 19 January 2024. This will operate between 09:30 and 15:30.
- Temporary Road Closure at Shrivenham, Longcot, from 17 January 2024 up to and including 18 January 2024. This will operate between 08:00 and 18:00.
- Watchfield Parish Council invitation to take part in the Shrivenham and Ashbury Benefice Consultation.

154 **Any other items to be added to next agenda, 19.12.23**

Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 15/11/23



clerk@watchfield.org

Please be aware of the following points regarding online meetings.

- The meeting will be recorded by the clerk, this will be for the purpose of taking minutes.
- Time for public comments (Item 134) is 3 minutes per individual. After item 134 the public will be muted and if you have a question or comment to make, please raise your hand to be unmuted.
- Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk.



