

**Meeting of Watchfield Parish Council
Watchfield Pavilion
Tuesday 19th March 2024 at 7.30pm**

AGENDA

Notice is hereby given of the meeting of Watchfield Parish Council on Tuesday 19 March 2024, 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 19 March 2024 at 7.30pm for the purpose of transacting the following business:

ITEM

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- 203 To receive apologies for absence**
 - 204 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**
 - 205 To take questions and comments from members of the public**
 - 206 To take questions and comments from members of the council**
 - 207 To approve the minutes of the meeting held on 21.02.23.**
 - 208 To address Previous Agenda Items-**
 - **Afghan family meeting.**
 - **Internet installation in the pavilion**
 - 209 To Adress burial matters**
 - **Purchase of double ashes plot**
 - **Removal of headstone for new inscription by stone mason – Coral Dickinson.**
 - 210 To address planning matters**
 - 211 To discuss/agree Community Transport Bid from Watchfield S106 - £32,00.**
 - 212 To Agree quote for removal of AirSkier (cannot be repaired), £816.00 inc. VAT**
 - 213 To Agree Grounds work Quotes – Quotes circulated;**
 - **Bin Storage**
 - **Car Park re-graveling**
 - **Clearance of new land purchase**
 - 214 To Agree Grass Cutting provider – Quotes circulated -**
 - 215 To Agree Waste provider- Quotes circulated.**
 - 216 To Agree Hedge cutting Quote - £1525.**
 - 217 To Agree purchase of Microsoft 365 Office package for RFO -£59.99**
 - 218 To discuss replacement tree grant – locations in Watchfield**
 - 219 To Agree purchase of two new benches by the pavilion**
 - 220 To Agree renewal of OALC membership - £401.70**
 - 221 Finances to Agree**

| Statutory Power | Payment due | Description | Total |
|-------------------------------|------------------------|--|---------|
| PV1849 LG (Misc) Act 1976 s19 | Clark Brothers Heating | Replace faulty ball valve (emergency repair) | £ 78.00 |

222 Finances to Note and Approve

INCOME RECEIVED

| Statutory Power | Income received | Description | Total |
|--|-----------------|----------------------------|----------|
| RV650 Small holdings & Allotments Act 1908 | S Nodder | Cemetery grazing rent | £ 30.00 |
| RV651 VAT Act 1994 s33 | Inland Revenue | VAT reclaim | £ 980.71 |
| RV652 Small holdings & Allotments Act 1908 | Woodland Ponies | Backlands grazing rent | £ 110.00 |
| RV653 Small holdings & Allotments Act 1908 | S Nodder | Cemetery grazing rent | £ 30.00 |
| RV654 Local Auth Cemeteries Order 1977 | Harkin | Right of burial | £ 75.00 |
| RV655 LG (Misc) Act 1976 s19 | Shrivenham FC | Hire of pavilion Nov - Feb | £ 825.00 |

PAYMENTS FOR NOTING/APPROVAL

| Statutory Power | Payment | Description | Total | Agreed (Date & item no.) |
|--|----------------------------------|---|---------------|-------------------------------------|
| PV1840 Litter Act 1983 | Click Waste | Waste management | £ 70.42 | Contract |
| PV1841 LGA 1972 s112 | HMRC | Oct-Dec TAX | £ 169.80 | Payroll |
| PV1842 Public Health Act 1875 | Nanogreen Cleaning Ltd | Pest control | £ 42.00 | Contract |
| PV1843 Litter Act 1983 | Click Waste | Waste management | £ 23.47 | Contract |
| PV1844 Litter Act 1983 | Click Waste | Waste management | £ 23.93 | Contract |
| PV1845 LGA1972 s111 | Currys | RFO lapton | £ 232.00 | Agreed 18/07/2023 item 73 |
| PV1846 LG (Misc) Act 1976 s19 | British Gas | Electricity - sports pavilion | £ 318.38 | Contract |
| PV1847 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | Bawden Managed Landscapes | Grass cutting at various sites | £ 1,295.30 | Contract |
| PV1848 Litter Act 1983 | Click Waste | Waste management | £ 70.42 | Contract |
| PV1850 LGA1972 s111 | Mcafee | Antivirus | £ 39.99 | Agreed 18/07/2023 item 73 |
| PV1851 LG (Misc) Act 1976 s19 | Castle Water | Pavilion water | £ 892.21 | Contract |
| PV1852 LGA1972 s111 | Information Commissioners Office | Data Protection registration | £ 35.00 | Membership |
| PV1853 Parish Councils Act 1957. | Leon Pearce | Bus stop cleaning | £ 112.00 | Contract |
| PV1854 Litter Act 1983 | Paul Spencer-Matthews | Litter picking | £ 275.00 | Contract |
| PV1855 Parish Councils Act 1957. | Leon Pearce | Bus stop cleaning | £ 112.00 | Contract |
| PV1856 LG (Misc) Act 1976 s19 | Amy & Jo Cleaning | Dec and Jan pavilion clean | £ 119.00 | Contract |
| PV1857 Public Health Act 1875 | Nanogreen Cleaning Ltd | Pest control | £ 42.00 | Contract |
| PV1858 LGA 1972 s111 | The Net Result | Payroll processing | £ 102.00 | Payroll |
| PV1859 Public Health Act 1936 s234 | Chilman Fire and Security | Fire alarm and emergency light call out at pavilion | £ 509.57 | Agreed 20/2/2024 item 184 |
| PV1860 Litter Act 1983 | Click Waste | Waste management | £ 23.47 | Contract |
| PV1861 LGA 1972 s112 | Clerk | Jan salary | £ 691.60 | Payroll |
| PV1862 LGA 1972 s112 | RFO | Jan salary | £ 252.45 | Payroll |
| PV1863 LGA 1972 s137 | N Bayston | Grant for Xmas tree | £ 200.00 | Agreed 20/2/2024 item 192 |
| PV1864 LG (Misc) Act 1976 s19 | British Gas | Electricity - sports pavilion | £ 255.47 | Contract |
| PV1865 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | Bawden Managed Landscapes | Grass cutting at various sites | £ 1,295.30 | Contract |
| PV1866 LGA 1972 s112 | Clerk | Feb salary | £ 723.80 | Payroll |
| PV1867 LGA 1972 s112 | RFO | Feb salary | £ 252.45 | Payroll |
| PV1868 Litter Act 1983 | Click Waste | Waste management | £ 73.94 | Contract |
| PV1869 LG (Misc) Act 1976 s19 | Amy & Jo Cleaning | Feb clean | £ 68.00 | Contract |
| PV1870 Litter Act 1983 | Paul Spencer-Matthews | Litter picking | £ 275.00 | Contract |
| PV1871 LG (Misc) Act 1976 s19 | Castle Water | Pavilion water | £ 160.57 | Contract |

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|-------------------------------|--------------|-----------------------------------|---------------|---------------------------------|
| PV1872 LGA 1972 s111 | I V Florest | Flowers for ex councillor | £ 55.00 | Agreed 20/2/2024 item 189 |
| PV1873 LG (Misc) Act 1976 s19 | CDPS 360 Ltd | Installation of goal post sockets | £ 1,920.00 | Agreed 20/2/2024 item 177 |

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Audit Diary-

- **Employer PAYE**
- **Registration of Members' Interests**
- **Section 137 Payments**
- **Fire Safety Assessment**
- **Date for Annual Assembly & May Meeting**
- **Update Planning Register**
- **Review waste collection arrangements**
- **Book PAT testing equipment from Community First**
- **Pavilion charges review**
- **Annual review of Pavilion Cleaning team**
- **Annual review of Litter Picker**
- **Annual review of Bus Shelter Cleaner**
- **Annual review of Payroll provider**

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File back-up Storage

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To note correspondence

- **Repair of Fence/Barrier Faringdon Rd, Beckett Gate entrance to the Defence Academy – Changed to May start date**
- **Watchfield Deep Cleanse 02.04.24**
- **New Carers Community VOWH - meeting on Wednesdays, term time at 12.30 till 14.30 in St Albans Church in Watchfield**
- **Replacement Tree - Red oak, Northford Hill**
- **Thames Water Sewage leak on Golf Course**

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Any other items to be added to next agenda, 16.04.24

Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 14/03/24



clerk@watchfield.org

Please be aware of the following points regarding online meetings.

- a. The meeting will be recorded by the clerk, this will be for the purpose of taking minutes.
- b. Time for public comments (Item 205) is 3 minutes per individual. After item 205 the public will be muted and if you have a question or comment to make, please raise your hand to be unmuted.
- c. Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk.