**Meeting of Watchfield Parish Council**

**Watchfield Pavilion**

**Monday 18th December 2023 at 7.30pm**

**Minutes**

Present: WPC Cllrs S Coombs (Chair), E Markham (Vice), C Parker, A Biggs

C Arnold (Clerk)

District Cllr V Patel

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| **ITEM** |  |  |
| **132****133****134****135****136****137****138****139****140****141****142****143****144****145****146****147****148****149****150****151****152****153****154****155**

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 | **To receive apologies for absence**T Brock (RFO)WPC J Valadas**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**District Cllr VP reports on Afghan family home relocation in Watchfield – 2-point plan. These are families that have worked with Armed forces and therefore their relocation is in empty military homes, on a temporary basis for 18 months (this is a first set if families), welcome pack issued by VWHDC and military will organise education and medication – this is an MOD and home office budget. The MOD has accelerated this relocation scheme to 6-week plan. Watchfield, Shrivenham and Carterton are the locations. There is a liaison group with the MOD, clerk asks communication channels to open between WPC, OCC and MoD. Clerk asks Cllr VP to produce a report on this and clerk to publish on website and notice boards.Bishopstone Quarry - completed 4 years ago, back to farmland - land owner has now put in planning application for 25m high Office buildings. This has gone through County Office; District Council are strongly against this application. Expected to go through Committee. Please inform Cllr VP of overflowing waste bins – send a pin location and picture if possible. Cllr VP notes no update on green fence – deadline for removal is April 2024.**To take questions and comments from members of the council**Cllr CP to open barrier for bin collection on 28.12.23.Deep Clean locations – Queens Close new gravel pathResident request: Queens Close – overgrown tree and non-working street light – should have been adopted by OCC – clerk to contact highways. Cllr AB to take photos and send to clerk.Cllr EM notes between Majors Road and Lapwing – overgrown hedgerow. Clerk to contact Highways.Clerk asks rubbish at the military gate be removed. Cllr SC to organise.Cllr EM reports on meeting with headteacher regarding dangerous parking – investigating bollards in front of the school. Cllr VP to investigate where permission will be required.Voluntary bus scheme transport granted – volunteers requested – Cllr EM and clerk to publish.Post box to be put up on pavilion wall by Cllr AB **To approve the minutes of the meeting held on 17.10.23**Full Council Approve.**To address Previous Agenda Items-*** **CCTV update system on pavilion – to Agree quote.**

Quote no longer valid – to be added to next agenda. * **To note engagement with Head at Watchfield Primary School re. dangerous parking.**

Discussed on item 135.* **Tree Check around the Village.**

On waiting list, clerk to chase in New Year.* **Waste provider – new larger bin update**

Contract renewal in April 2024. Clerk to chase quote for recycle bin.* **Playground Checks Quote**

Clerk to chase and organise further quotes* **New Land purchase check list**

Clerk to contact Cllr JV for update.Quotes required for land value and costs. No agreement on selling the land is made.**To Adress burial matters*** **Internment of Ashes, Mrs Ugland**

**To address planning matters*** **P23/V2544/LDP; 10 Beverley Road Watchfield Swindon SN6 8DJ;Proposed rear extension.**

Council agree - no objection**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.**No quote received. Cllr EM to contact Shrivenham To be added to next agenda.**To agree electrician repair quote for fire alarm at the pavilion**On waiting list for quote from Humphreys. Clerk to chase.**To discuss/agree additional bulb planting project quote around the 3 main stones in the village; £120 ex VAT, total spend £175.**Full Council Agree. Cllr SC to obtain receipt for purchase and RFO to reimburse.**To Agree Internal Auditor quote and fees for 23/24**Two quotes circulated. Full Council Agree on Rachel Brown as Internal Auditor. Clerk and RFO to respond and organise.**To Agree National Pay rise for Clerk and RFO in-line with OALC.**Full Council Agree. Clerk to send details to Net Result.Clerk is on SCP25 and works 40 hours a month.  **To discuss grant funds for the community around the Armed Forces.**Council Agree for Cllr EM to investigate.**Update on Shrivenham Sustainability hub**Community compost site discussed - No free land for a location to place a composter but council could take deliveries to the allotments. Clerk to add to next agenda.**To discuss government funding schemes to have Electric Car charging points installed at the pavilion car park.**Cllr VP to update council on its grant application.**To discuss and Agree Budget 2024/25**Budget circulated. Full council agree to budget – upcoming projects to consider – resurfacing Watchfield Pavilion Carpark and building football goal bins.**To Agree to Precept 2024/25**Full Council Agree to no increase in precept for 2024/25. Precept agreed at £48,673.20.**Finances to Agree –** Full Council Agree

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| **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 |

**Finances to Note and Approve****Income**

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| **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 Revenue | VAT reclaim |  £ 1,156.13  |
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| 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  |
| RV643 LG (Misc) Act 1976 s19 | Shrivenham FC | Hire of pavilion |  £ 2,575.00  |

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| **Expenditure** |  |  |
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| **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 | Committed2Equlaity | 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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| PV1818 LGA 1972 s112  | Clerk | Nov Salary |  £ 691.60  | Payroll |
| PV1819 LGA 1972 s112  | RFO | Nov Salary |  £ 252.45  | Payroll |
| PV1820 Public Health Act 1875 | Nanogreen Cleaning Ltd | Pest control  |  £ 42.00  | Contract |
| PV1821 Litter Act 1983 | Click Waste | Waste management |  £ 70.42  | Contract |
| PV1822 Litter Act 1983 | Click Waste | Waste management |  £ 20.14  | Contract |
| PV1823 LG (Misc) Act 1976 s19 Open Spaces Act 1906 Highways Act 1980 | Bawden Managed Landscapes | Grass cutting at various sites |  £ 1,295.30  | Contract  |
| PV1824 Parish Councils Act 1957. | Leon Pearce | Bus stop cleaning |  £ 112.00  | Contract |

**Audit Diary-*** **Budget Forecast for next financial year –** Full CouncilAgreed on item 148.
* **Employer PAYE –** Done by Net Result
* **Registration of Members’ Interests –** no updates
* **Section 137 Payments**

Christmas Lights for the Village, £200. Full Council Agree. Cllr SC to obtain receipts for reimbursement. SC * **Review RFO salary-** Completed in-line with OALC national pay rise, item 144.
* **Vexatious Complaints Policy – Review**

Full Council Agree CA**File back-up Storage** **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.

**Any other items to be added to next agenda, 16.01.24**NoneMeeting Closed – 20:54 | VPCPCAABCASCVPEMCAABCASCCACACAJVEMCACASCTBCATBCAEMCAVPCA |
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