**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**   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | | | | | |  |  |  |  | | **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 path  Resident 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   |  |  |  |  | | --- | --- | --- | --- | | **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**   |  |  |  |  | | --- | --- | --- | --- | | **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 | |  |  |  |  | | 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 |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **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 | | 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 | |  | |  |  | | |  | |  | | 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**  None  Meeting Closed – 20:54 | VP  CP  CA  AB  CA  SC  VP  EM  CA  AB  CA  SC  CA  CA  CA  JV  EM  CA  CA  SC  TB  CA  TB  CA  EM  CA  VP  CA |
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