

**Meeting of Watchfield Parish Council  
Watchfield Village Hall  
Tuesday 18th July 2023 at 7.30pm**

**AGENDA**

Notice is hereby given of the meeting of Watchfield Parish Council on Tuesday 18 July 2023, commencing at 7.30pm in Watchfield Village Hall, 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 18 July 2023 at 7.30pm for the purpose of transacting the following business:

**ITEM**

- 63 To receive apologies for absence
- 64 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting
- 65 To take questions and comments from members of the public
- 66 To take questions and comments from members of the council
- 67 To approve the minutes of the meeting held on 29.06.23
- 68 To address burial matters
- 69 To address planning matters
- 70 To Agree co-option of Carrie Parker
- 71 To Discuss/Agree Play Area equipment repairs as recommended by the RoSPA report.
- 72 To Agree purchase of Laptop and software for RFO
- 73 To Agree purchase of work mobile phone and contract for Clerk
- 74 To Agree membership of SLCC
- 75 To Agree CCTV system and quote for pavilion
- 76 To Agree renewal of the Equality Register membership £72.00
- 77 To Agree quote for two bin purchase with concrete bases.
- 78 To Agree councillor responsibility for the defibrillator checks.
- 79 To Discuss/Agree the VWHDC to hold CIL monies on behalf of WPC or for CIL share to be automatically transferred to WPC.
- 80 Finances to Agree
- 81 Finances to Note
- 82 Audit Diary-
  - a) Registration of Members' Interests
  - b) Section 137 Payments
  - c) Bank Reconciliation
  - d) Budget Review
  - e) Employer PAYE
  - f) Audit Plan update
  - g) Online VAT return
  - h) Employer PAYE
- 83 File back-up Storage
- 84 To note correspondence
- 85 Any other items to be added to next agenda, 19.09.23

Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 13/07/23



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 65) is 3 minutes per individual. After item 65 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.

