

**Meeting of Watchfield Parish Council
Watchfield Village Hall
Tuesday 29th June 2023 at 7.30pm**

AGENDA

Notice is hereby given of the meeting of Watchfield Parish Council on Tuesday 29 June 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 Thursday 29 June 2023 at 7.30pm for the purpose of transacting the following business:

ITEM

- 52 To receive apologies for absence**
- 53 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting
To take questions and comments from members of the public**
- 54 To approve the minutes of the meeting held on 20.06.23.**
- 55 To Discuss/Agree part sale of land at Oak Road/Oxford Square**
- 56 To Discuss/Agree Play Area equipment repairs as recommended by the RoSPA report.**
- 57 To Agree purchase of two bins with concrete base – one by MUGA, one by basketball hoop in play area.**
- 58 To Agree Internal Audit for the year ended 31 March 2023.**
- 1. To receive, note and consider recommendations made in the internal audit 2022/2023 report carried out by Jane Olds.**
- 2. Annual Governance and Accountability Return 2022/2023 Form 3 for the year ended 2022/2023.**
- a. To note Jane Olds, Internal Auditor has completed and signed the Annual Internal Audit Report 2022/2023.**
- b. To complete, approve and sign Section 1 Annual Governance Statement 2022/2023. To be signed by the Chair and Clerk.**
- c. To approve and sign Section 2 Accounting Statements 2022/2023. To be signed by the Chair and RFO.**
- d. To approve the bank reconciliation for the year ended 31 March 2023.**
- e. To approve the explanation of variances. Paper 8.**
- f. To approve the dates for the Notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for the year ended 31 March 2023. To commence on Thursday 29 June 2023 and end Wednesday 9 August 2023.**
- 59 PAYMENTS TO BE AUTHORISED**

Statutory Power	Payment	Description	Total	Agreed (Date & item no.)
PV1739 Litter Act 1983	Click Waste	Waste management	£ 13.03	Contract
PV1740 LGA 1972 s112	Clerk	May Salary	£ 719.40	Payroll
PV1741 LGA 1972 s112	RFO	May Salary	£ 252.45	Payroll
PV1747 public Health Act 1875	Nanogreen Cleaning Ltd.	Waste management	£ 42.00	Contract
PV1751 LGA 1972 s112	HMRC	April-May TAX	£169.80	Payroll

- 60 File back-up Storage**
- 61 To note correspondence**
- 62 Any other items to be added to next agenda, 18.07.23**

Meeting Called by Claire Arnold, Clerk to Watchfield Parish Council 21/06/23



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 54) is 3 minutes per individual. After item 54 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.

