

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

Present WPC Cllrs D Griffiths (Vice), C Parker (Vice), A Biggs, E Markham.  
District Cllr E Ware

**ITEM**

- 247 To receive apologies for absence**  
WPC Cllrs J Valadas, S Coombs, S Nodder,  
District Cllr S Howell, County Cllr Y Constance  
RFO T Brock
- 248 To receive Declarations of disclosable pecuniary interest in respect of items on the agenda for this meeting**  
None
- 249 To take questions and comments from members of the public**  
No Annual report due to pre-election period. Bourton now 20mph. Southern connector road to open September 2023. Care home application has been delayed till Friday 21st– if granted it will go to committee. Postal vote has now ended. Extra green waste bin collection next week. Clerk to chase grass cutter for schedule of works -request for a cut before May. The Vale is promoting energy saving in community places – climate action fund team at the Vale. The Vale is supporting electric vehicle car parking scheme. Clerk to chase Cllr Y Constance regarding the stopping of buses (S6) along the high street. Cllr AB comments on rail bridge closing along A420
- 250 To take questions and comments from members of the Council.**  
Invoice received for pavilion work – Clerk to contact insurance company  
Quotes in for roof repair; circulated– emergency repair quote agreed £250. Clerk to organise with contractor
- 251 To approve the minutes of the meeting held on 21.03.23.**  
Full Council Agree
- 252 To address burial matters**  
None
- 253 To address planning matters**  
a) **Update on current developments. Survey** - Clerk to check if this has been sent for change of use. To be added to next agenda
- 254 To Discuss/Agree Bus Cleaning contract- Leon Pearce request for pay increase and Litter Pick contract – pay increase Paul Spencer-Matthews.**  
Full council agree to renew contracts for Bus shelter cleaning and litter picking contract. Council agree to pay increase of 10% for both contractors. Clerk to inform finance officer and contractors.
- 255 To Discuss/agree pavilion carpark overhead barrier quote.**  
Add to next agenda.
- 256 To Discuss/Agree replacement quote for AirSkier.**  
Quote circulated £3078. Council to gain another quote and quote to remove the equipment. To be added to next agenda.
- 257 To Discuss/Agree Bus Shelter repair quote.**  
Cllr EM to check if repair has already been done. To be added to next agenda
- 258 To Discuss/Agree SFC goals storage.**  
Cllr CP to contact SFC regarding how to store goals.
- 259 To Discuss/Agree pavilion carpark overhead barrier quote.**  
Item 254
- 260 Update on land at Oak Road/Oxford Square**  
Survey is complete. Waiting for change of Use approval. To be added to next agenda
- 261 To Discuss/Agree Play Area equipment (rope bridge) repair.**  
Council to obtain quotes- how much for a new bridge – clerk to investigate.
- 262 To Discuss/Agree Allotment contract change – Clause - no use of water with underground piping or unattended hosepipes from the standpipes.** If found to be in breach of this clause your allotment contract will be immediately terminated. Clerk to write cover letter and send clause to allotment holders.
- 263 Finance to Agree**  
None

**Payment to Note**  
**INCOME RECEIVED**

<b>Statutory Power</b>	<b>Income received</b>	<b>Description</b>	<b>Total</b>
RV611 Highways Act 1980 s43	OCC Councillor Priority Fund	Grant towards upgrade of footpath 2	£ 1,000.00

**Expenditure**

<b>Statutory Power</b>	<b>Payment</b>	<b>Description</b>	<b>Total</b>	<b>Agreed (Date &amp; item no.)</b>
PV1701 LGA 1972 s112	RFO	March Salary	£ 252.45	Payroll
PV1702 LGA 1972 s112	Clerk	March Salary	£ 663.60	Payroll
PV1703 LGA 1972 s112 Contract/Pensions Act 2014 1569 LGA 1972 s112 Contract/Pensions Act 2014	HMRC	Tax & NI Jan - Mar 2023	£ 259.60	Payroll

**265 Agenda Diary**

- a) **Employer PAYE**– Annual Return
- b) **Online VAT return** - RFO
- c) **Registration of Members’ Interests** – No changes
- d) **Section 137 Payments** – none received.
- e) **Bank Reconciliation** – to add to next agenda.
- f) **Budget Review – end of year** – to add to next agenda.
- g) **To agree and sign Section 1&2 of Internal Audit** – to add to next agenda.
- h) **Audit Plan update** – no changes
- i) **ROSPA Play Area inspection** – booked.
- j) **Update key holder list** – hand all keys into Cllr SC, clerk to update list in June.
- k) **Carry out full PAT testing** – Clerk to book equipment.
- l) **Review Insurance – Clerk to organise** – add to next agenda for agreement

**266 File back-up Storage** - done

**267 To note correspondence**

Dinky ponies – request for one other pony. To be added to next agenda.

**268 Any other items to be added to next agenda, 09.05.23**

None

**Meeting closed: 20.45**





