

## Filkins and Broughton Poggs Parish Council

Minutes of the Virtual Meeting of the Parish Council on 11 <sup>th</sup> January 2021 at 7.30 pm	
	<p><u>Present</u> Cllr Irwin-Singer, Cllr Robbins, Cllr Ford, Cllr N Walsh, Cllr Tridgell Members of the Public: None</p>
	Clerk reminded all present of the protocol for virtual meetings.
69/21	County & District Councillors Report: None
70/21	Adjournment for public None
71/21	Apologies for Absence: 71.1 Cllr Jones, Cllr S Coul
72/21	Declaration of Personal, Prejudicial and Pecuniary Interests 72.1 None
73/21	Minutes 73.1 Minutes of the meeting 9 <sup>th</sup> December were accepted by a show of hands and signed. It was confirmed that the minutes were signed. 73.2 Matters arising: None
74/21	<p>Planning, Cemetery &amp; Highways:</p> <p>74.1.1 20/03242/FUL – Lane End House - Clerk circulated application to Council. Comments were it states no trees have been removed. Anything over 4” has to be declared and there are similar trees outside the boundary which are all over 4”. There is also photographic evidence of the trees that were present. It states that the roof is slate on the new outbuilding. This is visible from the other side of the garden. The roof is incredibly low pitched to be slate and this is very unusual on a wooden building due to the weight. There are two buildings that have been erected the summerhouse is 20’ x 30’ with a veranda attached – the size of the building is out of proportion. The application calls it a summer house, but the plan states it is a studio. There is no provision other than rainwater run off- there is a power supply to the summerhouse. Is it over 20m from water course – yes it is. Colour it has been painted makes it really stand out as well as the size. It also states that it is not viewable from a public footpath which it is. James Nelson from WODC has suggested that they probably will not object. We will keep Cllr Coul updated with and seek her support to our objections when they are submitted to ensure the application goes to committee. The Parish Council should object to the items which are not correct on the application. It is also not correct that it was covered with old machinery. There is also another deviation being built of the wall so this will be addressed. The Goodenough’s have always put Covenants on their land when they sell it so we will question this. We can also ask for conditions to be put on the use of the building.</p> <p>Cllr Robbins and Cllr Irwin Singer will look at the Planning Policy and include a clause on outbuildings if they are not covered and include change of use of buildings and land. We highlighted that we ask residents to approach the Parish Council BEFORE application so we can steer them through any objections.</p> <p>74.1.2 20/02517/FUL – Oxleaze Farm – awaiting decision.</p> <p>74.1.3 20/02903/LBC &amp; 20/02902/HHD – The Old Bull – awaiting decision.</p> <p>74.1.4 20/03334/S73 – Vine Cottage – approved.</p> <p>74.2 Cemetery- Gravel path &amp; trees – Cllr Jones will report at next meeting.</p>

75/21	<p>Village Matters:</p> <p>75.1 CLP update – Cllr Tridgell reported that CLP is proceeding. The challenges of Zoom are slowing the progress. Playground may come forward as a working party in future and also village access.</p> <p>75.2 Pyrus Trees outside Bulls Close – An email was received from Edward Whorwood after the Clerk asked him to put the last telephone conversation in writing. He has now come back and stated that he would be willing to take down the trees if the Parish Council would replace them with something more amenable. We would be responsible for them for the first 5 years and then it would hand over to OCC. OCC have no budget from tree replacement. We can discuss the details when we meet in February. Cllr Ford will investigate grants for tree planting in local communities. We will ask for suggestions as to the variety of tree and we will also contact Colvin &amp; Moggridge as to whether they have any suggestions.</p> <p>75.3 The Gassons Grass cutting – Clerk is still awaiting a response from Cottesway.</p> <p>75.4 Grass cutting Grant – Clerk has sent the Contract for Cllr Irwin- Singer it is broadly all OK. Can Council authorise Cllr Irwin Singer and Clerk to pursue and sign. This was agreed. There is a clause we will query which states OCC give 6 months’ notice to terminate at any time but we have to give notice on 1<sup>st</sup> January only.</p> <p>75.5 Street Lighting – Clerk has spoken to David Page and asked for a quote for 2 new lights – Rouses Lane and the corner on “The Lamb” as part of our rolling program to save money on electricity. It has not been received yet.</p> <p>75.6 Gassons Allotment site- Terms of Agreement have been received. Cllr Irwin Singer suggested he and the Clerk conclude this. Agreed by all. We will query the length of the new lease.</p> <p>75.7 Covid support Group Oxfordshire All in – Cllr Ford has advertised this on Filkins Church Covid Facebook page but if there are any residents concerns or need help or assistance they should get in touch with Cllr Ford and she can point them in the right direction for additional support.</p>	
76/21	<p>Finance:</p> <p>76.1 Clerk has circulated the cheque list for 9<sup>th</sup> December to 11<sup>th</sup> January 2021 and this has also been posted on the website. Clerk went through the list of expenses which included wages, PAYE, Hayes Palmer pay over, SSE, SLCC membership and training day for Clerk. Current account balance £15,023.85 deposit account £45,178.75 less uncashed cheques and allocated cash leaves a surplus of £28,473.02 so far. Village Centre account two payments to SSE for electricity and caretaking- COIF account £1383.06, current account £22,463.15 showing a surplus so far of £14,037.21.</p> <p>Clerk is seeking advice on reclaiming VAT on Village Centre works from the VAT advisor at OALC. The VAT Notice 749 states that if the Parish Council orders and carries out works on a building then they are allowed to re-claim the VAT if they use their own funds. Clarification will be sort before any reclaim is made.OALC has asked to see the Trust Deed and stated that this is made to the Parish Council not to the Councillors as Trustees therefore, clarification is required as to whether the Parish Council is the sole managing trustee. Cllr Irwin Singer will help with the discussions and it will be reported back at the next meeting. We have budgeted to pay for the total cost as this needs to be confirmed so there is no problem with the works going ahead.</p>	
77/21	<p>Matters relating to Parish Council &amp; Village Centre Trust properties:</p> <p>77.1 Museum shed update- Cllr Irwin Singer reported he wrote to Museum on 22<sup>nd</sup> December and they will put a proposal to us in due course. We have suggested they explore different avenues and they have looked at Cllr Walsh’s shed for advice. We need to ensure we consider this carefully as any another outbuilding.</p>	

	<p>77.2 Post Office update- The equipment will be removed by the Post Office on 20<sup>th</sup> January – this will include the safe and the alarms. There is still the potential that the new postmaster at Minster Lovell may come out to us as an outreach. If they do it does not have to be within the Post Office rooms. We are also on the watch list for a mobile unit. Cllr Ford is still pursuing this.</p> <p>77.3 Use of Post Office rooms – Village shop have been given the keys to use the area; they are very keen to pay rent and electric. We will not put a licence in place as we want to keep this as an informal arrangement until April 2021. This will be discussed in March as to rent payments. The shop will put forward a proposal for staying in the rooms past April.</p> <p>77.4 Refurbishment – the builders have arrived early. Access to Village Centre has been blocked off to ensure no dust goes through. They have set up a compound on the car park to store equipment. The access was temporarily blocked but access is now restored. We will put up signs and suggest people use the access over the stile into the kick about field if they can. Works will take 5 weeks. Clerk has sent, as one of their conditions, confirmation of funding- so the grant will be paid on receipt of the invoice.</p> <p>77.5 Development Plan – There are some large questions which have been raised she will liaise with Cllr Robbins re Risk Assessments and Health and Safety. Leases with Shop and Flat and Insurance will be emailed to Cllr Tridgell. Clerk will ask Village Shop if they have a written Covid Secure Policy. All In Oxfordshire may have some templates that can be used for Covid. Cllr Ford will investigate.</p>	
78/21	Next Meeting will be held on 10 <sup>th</sup> February 2021. Every 2 <sup>nd</sup> Wednesday of the month.	