

Filkins and Broughton Poggs Parish Council

Minutes of the Virtual Meeting of the Parish Council on 10th March 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: Cllr S Coul, Cllr N Leverton</p>	
	Clerk reminded all present of the protocol for virtual meetings.	
89/21	<p>County & District Councillors Report: As part of Health & Leisure Committee WODC is engaging with the Local Community, Local Transport Cllr Coul is expressing concern on District Councillors not understanding the effect of local bus services stopping. Cllr Coul has also chased up re the path in Filkins being inspected. She was under the impression this had been done but will now go back and ask what the problem is.</p>	
90/21	<p>Adjournment for public 90.1 N Leverton attended the meeting to introduce himself as Mayor of Carterton and offered his help should we need it.</p>	
91/21	<p>Apologies for Absence: 91.1 Cllr Jones</p>	
92/21	<p>Declaration of Personal, Prejudicial and Pecuniary Interests 92.1 None</p>	
93/21	<p>Minutes 93.1 Minutes of the meeting 10th February 2021 were accepted by a show of hands and signed. It was confirmed that the minutes were signed. 93.2 Matters arising None</p>	
94/21	<p>Planning, Cemetery & Highways: 94.1.1 20/03242/FUL – Lane End House. This goes before the Lowlands Committee on Monday. 94.1.2 20/02517/FUL – Oxleaze Farm – approved 94.1.3 20/02903/LBC & 20/02902/HHD – The Old Bull – approved 94.2 Cemetery- Gravel path & trees –Cllr Jones will report at next meeting.</p>	
95/21	<p>Village Matters: 95.1 CLP update – T Smallbone is progressing but has not had any contact with the Parish Council. Cllr Walsh will liaise with her for next few months. L Bennett has sent through extensive correspondence with WOT. This will be covered with item 8. 95.2 Pear Trees – Bulls Close. Clerk reported she has again emailed OCC again and asked when they want to meet to discuss but not received an answer. Cllr Ford has a source for trees Paramount Plants for later in the year. 95.3 The Gassons Grass cutting – Clerk is still awaiting a response from Cottesway after several emails. 95.4 Street Lighting – Clerk has ordered the lights sand will give us a date so we can inform people before the day. Next lights will be in 2021-22 budget. 95.5 Gassons Allotment site- We have contacted WODC and are still awaiting reply re longer lease date. 95.6 Path Warden – Sue Hitchcock has volunteered to be our Path Warden. With allowed Clerk will meet and handover the path maps and site to log on to. Council thanked Sue for taking the position. 95.7 Village Sign – Photograph has been passed to OCC Highways and it has been agreed. It will be ordered in the next financial year. 95.8 Goodfellows - white bridge. We are still awaiting James Freeman’s assessment.</p>	

Signed:

Date:

	<p>95.9 The Gassons Ramp- 2019 was our first correspondence with WODC. Cllr Coul is following up. All we are asking is for them to look at it.</p> <p>95.10 Bund - Lawrence King proposed a meeting on 12th April at 1pm. Agreed with Cllr Irwin Singer and Robbins. Clerk will confirm.</p> <p>95.11 Filkins Relief in Need Charity – We elect 2 trustees to serve on the committee Margaret Hambidge and Mary Cover. Both wish to continue. This was agreed.</p> <p>95.12 ECT Pollarding willows – works due to be undertaken 11th March.</p> <p>95.13 Telephone Box – Works being planned for the Spring. We have received confirmation from a contact in Broadwell to liaise concerning running.</p> <p>95.14 Taylors Close – ECT have been contacted again but no response as yet. Fence needs attention. N Lawson has been away so he may be back now.</p> <p>95.15 Hardcastles Field – Gardens Open Committee have asked if they can use the new toilets at the Village Centre and Hardcastles Field for parking. C Payne says he will cut the field. In 2019 after asking David Heslam’s advice we did it and use was at own risk and unmanned. If we stewarded it we have to do it formally but if it was just open with signage they could use at their own risk. In principal we agree on an informal basis but look at nearer the time. Toilets at Village Centre will be open anyway.</p> <p>95.16 . A large van tried to go down Hazels Lane and has knocked down the wall to The Bower – we could look to put a sign the other side of the road at Hazells Lane. There is no where to put it. It is becoming an increasing problem with the increase in deliveries. There is damage across the village to people’s walls by delivery vans and could residents consider when receiving a delivery whether the van needs to come to their house. Public awareness needs to be raised. Please check the size of the vans doing the deliveries where possible. If residents of Hazells Lane have any ideas on the solution we will listen to them. We have already highlighted the width of the road. This will be highlighted in the Newsletter and please let Council know if they see anything. We would ask all residents to be more vigilant there is a mini crime wave circulating the village.</p>	
96/21	<p>Finance:</p> <p>96.1 Clerk has circulated the payment list for 11th February to 10th March 2021 and this has also been posted on the website. Clerk went through the list of one expense for wages. All agreed. Current account balance £8,320.31 deposit account £35,190.82 less uncashed cheques and allocated cash leaves a surplus of £24,731.42 so far. Village Centre account one payment to OPFA membership- COIF account £1,383.10, current account £23,071.86 showing a surplus so far of £14,603.96.</p> <p>96.2 Reserves Policy – We have 7 ongoing projects currently. Clerk recommended we wait until April and we can allocate any surplus from 2020-21 to a project or our working capital. All Councillors agreed the Policy. Working Capital at end of 2019-20 was £3126.72 – projected working capital at the end of 2021-22 will be approx. £2,915.72. Projects need to be thought of if any needed adding at the end of year</p> <p>96.3 Scribe Accounts – Clerk and Cllr Ford had a demonstration on accounting software for Parish Councils. It is compliant with reference to auditing and VAT returns. From Council perspective using this software would give us greater transparency and access to financial information when conducting our business. All Councillors can have a log in and access information on a project. Reports it produces supports our requirements and will help with continuity in the future. It also deals with reserves. The cost is £288 per annum and £107 one off training fee which will train any new Clerk or RFO. Cllr Ford suggested we adopt this package commencing April 2021. All agreed.</p>	
97/21	Matters relating to Parish Council & Village Centre Trust properties:	

	<p>97.1 Museum shed update- Cllr Irwin Singer reported he has spoken to peter Grey and given a draft of his proposal – so shortly we will receive a document and we can decide if we need any information or clarification. Time scale to commence – need to leave Macaroni Woods -December 2021 – maybe some flexibility.</p> <p>97.2 Refurbishment Progress - Cllr Robbins reported the first fixing was completed and all has been painted. The water level is currently about 2’ in the basement. They will be returning next week to start again. Cllr Irwin Singer suggested that John Cambridge has been a great benefactor to the village and the money donated to organisations has been spent by a few but not acknowledged. We should consider some small and simple acknowledgement to him. This was agreed by all. Cllr Robbins has put in a lot of his time already and would like to acknowledge his efforts.</p> <p>97.3 Application for COVID Grant – This has been applied for again – there does not seem to be much different in the forms but we hope we can get something to make up on our £7k deficit.</p> <p>97.4 Playground – Cllr Robbins spoke to Jim Cover who has kindly donated some concrete blocks and sand for the playground. These are planned to be used to create one large area of bark. The new metal plates or the equipment feet will also need to be fixed. The round logs would be used to clad the concrete blocks and make a larger area. Chippings would need to be purchased. We may need to look at working alongside the CLP with their ideas on the playground and usage. Funding will also need to be looked at going forward. Cllr Tridgell raised there are more young children at the playground than there used to be. We need a better range of equipment for ages. Balance posts are also showing their age and need to be replaced. Clerk to thank him.</p> <p>97.5 Swimming Pool – When should the pool open. It was suggested that it not open until all restrictions are lifted. We cannot open to village only as people will bring friends, we cannot monitor how many go in there and then we have police the use and maybe, ask people to leave. The pool is meant to be fun for the committee as well and this will not be. Cllr Robbins needs to go back to the Committee but the Trustees have to be comfortable with the actions taken at the pool. All Councillors agreed that nothing opens until the end of lockdown. If social distancing is still in place at end of June this will need to be revised but the plan will be to open on 26th June 2021. Would this be restricted to village only. No it will be open to all.</p>	
98/21	<p>Witney Oxford Transport Group: This is the group that Clerk has circulate a link to their website. They are pushing for funding for a feasibility study to be undertaken. This is also the item Cllr Irwin Singer raised earlier with correspondence from Lee Bennett. He has proposed that we meet with WOT and CLP and ask for them to inform us. There will be an open meeting held by WOT and they are only putting in for funding at the moment. Not even the landowners are aware of the route they are proposing. Cllr Ford will keep abreast of the situation and correspond with CLP and Lee Bennett.</p>	
99/21	<p>County & District Elections: Some Elections will take place in May 2021. It is not yet known how these will take place safely in the village hall.</p>	
100/21	<p>Can we ask Parish Councillors to put a report forward if they have an agenda item but are subsequently unable to attend the meeting.</p>	
101/21	<p>Next Meeting will be held on 14th April 2021.</p>	