

## Filkins and Broughton Poggs Parish Council

Minutes of Meeting of the Parish Council on 9 <sup>th</sup> February 2022 at 7.30 pm	
	<p><u>Present</u> Cllr Robbins, Cllr Ford, Cllr Walsh, Cllr Jones, Cllr Howe Members of the Public: Cllr Nick Leverton, Robin Higham, Simon Yardley</p>
75/22	<p>Apologies for Absence: 75.1 Cllr Tridgell, Cllr Suzi Coul</p>
76/22	<p>Declaration of Personal, Prejudicial and Pecuniary Interests 76.1 Cllr Leverton – Planning</p>
77/22	<p>To Accept Minutes of Last Meetings 77.1 Minutes for Council meeting on 13<sup>th</sup> October have been circulated to Councillors. All agreed – they were accepted and signed. 77.2 No matters arising 77.3 Playground sub-committee minutes were accepted and signed 77.4 Correspondence list was accepted</p>
78/22	<p>Open Forum: 78.1 Report from Cllr Leverton – Budgets have been passed. Parking charges in Jericho area have been raised 200% £15/3 hrs- to reduce emissions- this should have been driven by successful bus service, but routes cut by 30%. Park &amp; Ride buses will be stopped. £8m will be spent changing signage to 20mph but no jurisdiction to uphold unless in accident area. Villages will have to pay if they want 20mph limits. Cllr Leverton maybe able to help with a flashing speed limit sign at Burford end of village. Farmers protesting at County Hall against vegan meals only being provided 2 days a week moving to 5 in April. Cllr Leverton attended the meeting with Cllr Ford concerning the trees at Bulls Close. Permission has been granted 30-40 new social houses for Langford. 78.2 55% of road bill pays for damaged cars Internet needs improving – depends on where you are in village – Gigaclear so they have nearly completed works. Lots of power cuts in village 78.3 Email received from R Martin: 4 points were raised: A: Replacement of distinctive village features- Signage has to be replaced with standard Highways signs. Old sign had been missing for over 10 years. White Bridge was refurbished to Safety standards. B: CLP – will be referred to T Smallbone C: Proposed sign of road narrowing at Peartree Farmhouse ask to consult village- we are guided by Highways. D: More consultation on telephone box: We have consulted on this already – states on website the decision that was made and in December minutes item 71.1 and was also reported in the Newsletter.</p>
79/22	<p>Planning, Cemetery &amp; Highways: 79.1.1 21/02827/PDC The Haven – awaiting response 79.1.2 21/02998/HHD The Old Rectory – approved 79.1.3 21/03318/HHD St Peters House – awaiting decision 79.1.4 21/03886/HHD The Paddocks – awaiting decision 79.1.5 21/00040/HHD 3 Bulls Close – awaiting decision Cemetery: 79.2.1 Moles have been removed</p>

Signed:

Date:

	79.2.2 Awaiting confirmation for removal of old conifer trees 79.2.3 Grave markers 41 in stock @ £10 each. Agreed	
80/22	<p>Village Matters:</p> <p>80.1 CLP update- progress been hampered by Covid but now progressing – this will be linked to Local Plan 2050 or no weight with Planning Officer – Carterton looking for roundabout by The Windmill.</p> <p>Lee Bennett has produced the bus survey which he has just under 300 responses to. Clerk has put this on website, and it has been publicised for residents to complete.</p> <p>80.2 Trees Bulls Close – Meeting was held on 14/01 with Andy Lederer to conclude. OCC state it is against their policy to remove trees – they have £46k trees 50% of which have fruit. Trees will be pruned back within 6 weeks to reduce fruit production. If we were to look at creating more space for parking at Bulls Close – diagonal slots- then the kerb would need to be cut back and the tree would be in the way.</p> <p>80.3 Goodfellows White railings – work has finished, and OCC Highways painted the railings. We have received good feedback from residents.</p> <p>80.4 Taylors Close- Awaiting progress from ECT</p> <p>80.5 Notice board in Bus Shelter – This will be refurbished by Cllrs Jones and Robbins who are awaiting Cllr Tridgell’s talk with Peter Berners-Price.</p> <p>80.6 Cllr Jones has received quotes for sand blasting for £800 and £1120 – one more to come which will be lower. If not affordable an alternative will be brought to the March meeting. Clerk has costed new glass, paint and signage- £405.60 + VAT.</p> <p>80.7 Signage at Peartree Farmhouse – request was made for narrow road signage. This will be low priority in the absence of injury.</p> <p>80.8 Weedkilling Contract: coverage main road through village down to Broughton Poggs, B4477 pavement and playground x 2 visits. Cost £360.00- agreed.</p> <p>80.9 Bus Shelter - Slates have been repaired</p> <p>80.10 Dog Bins – Rouses Lane bin was moved by WODC to Bulls Close. We requested it be moved back which they agreed but instead put a new one in place. Broughton Poggs bin they will not move from end of footpath as it needs to be accessible for disabled people.</p> <p>80.11 With new GDPR Laws and our Policy in place Clerk, Cllr Ford &amp; Cllr Robbins met and revisited the archive documents held in the village hall cupboard. These have now been reduced to 2 boxes.</p> <p>80.12 PTR Meeting: Cllr Ford attended – Presentation by David Harrison -Community Bus in Eynsham/Stanton Harcourt No 418. Has 40/50 travellers all volunteer run. Requirement for D1 classification on a driving licence – buses are leased- drivers he uses are all retired so have classification- new test costs £1200.Fund to look at Local Transport was £3.6billion now reduced to £1.2 billion. Most expenditure will be in north of England and Portsmouth – very small expenditure in our area. Buses locally running at 70% of pre-covid capacity – workers need to go back to the office to increase usage. Also investigating using school transport on the reverse journey for public transport. L Bennett survey has highlighted surrounding villages have lost their links as well. Due to competition laws bus companies cannot talk to each other to liaise on times.</p> <p>80.13 OALC Activities –</p> <ul style="list-style-type: none"> <li>• Still pushing for remote or hybrid meetings</li> <li>• Funding available for the Jubilee via Lottery Fund</li> <li>• Planning update</li> <li>• Councillor Fundamentals training course – Cllr Howe to attend</li> </ul> <p>Cllr Leverton left the meeting.</p>	
81/22	<p>Finance</p> <p>81.1 List of payments has been circulated and posted on website. All resolved, list was signed, and payments will be approved after the meeting.</p>	

Signed:

Date:

	81.2 Account balances were resolved and approved.	
82/22	Next Meeting will be held on 9 <sup>th</sup> March 2022 and will be held in the main Village Hall.	
83/22	The Chair proposed the following resolution -Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council were asked to resolve that, because of the sensitive nature of the business to be transacted under agenda item 9.1 that the public and members of the press would be asked to leave the meeting during the consideration of this item. Agreed. Members of the public left the room	
84/22	Groundsman's Wages – confidential item	

## Filkins & Broughton Poggs Parish Council

### Transactions for Current Account

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>6,983.69</b>	
1	07/04/2021		Precept payment	West Oxfordshire I	9,250.00	16,233.69	14/04/2021
3	07/04/2021		Precept payment	West Oxfordshire I		16,233.69	14/04/2021
2	23/04/2021		SSE Wayleave	SSE Services plc	7.61	16,241.30	30/04/2021
5	23/04/2021		Subscription	Community First C	-55.00	16,186.30	30/04/2021
6	23/04/2021		Accounts Software	Starboard System	-582.00	15,604.30	30/04/2021
7	23/04/2021		SSE Street Light Maintenance	SSE Enterprise Cc	-107.50	15,496.80	30/04/2021
1	29/04/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	15,191.67	30/04/2021
2	29/04/2021		Administration	Clerk Filkins & Brc	-12.20	15,179.47	30/04/2021
3	29/04/2021		Groundsmans Wages	Groundsman	-1,172.44	14,007.03	30/04/2021
4	29/04/2021		Groundsman Expenses	Groundsman	-21.35	13,985.68	30/04/2021
4	04/05/2021		Donations	Filkins & Broughto	1,000.00	14,985.68	31/05/2021
19	06/05/2021		Village Centre Refurbishment	Burford Building C	-14,976.86	8.82	31/05/2021
5	07/05/2021		Grant	Oxfordshire Count	1,073.00	1,081.82	31/05/2021
15	14/05/2021		SSE Unmetered Electric	SSE Enterprise Cc	-89.20	992.62	31/05/2021
51,472	14/05/2021		Transfer from Deposit Account		10,000.00	10,992.62	31/05/2021
16	24/05/2021		SSE Unmetered Electric	SSE Enterprise Cc	-110.54	10,882.08	31/05/2021
8	26/05/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	10,576.95	31/05/2021
9	26/05/2021		Administration	ICO	-40.00	10,536.95	31/05/2021
10	26/05/2021		Administration	Clerk Filkins & Brc	-12.20	10,524.75	31/05/2021
11	26/05/2021		Street Lighting Replacement Lantern	SSE Enterprise Cc	-1,193.80	9,330.95	31/05/2021
12	26/05/2021		Groundsman Expenses	Green Acres	-87.63	9,243.32	31/05/2021
13	26/05/2021		Administration	Came & Company	-671.56	8,571.76	31/05/2021
14	26/05/2021		Administration	Village centre	-50.00	8,521.76	31/05/2021
17	26/05/2021		Groundsmans Wages	Groundsman	-897.80	7,623.96	31/05/2021
18	26/05/2021		Groundsman Expenses	Groundsman	-23.50	7,600.46	31/05/2021
26	02/06/2021		SSE Unmetered Electric	SSE Enterprise Cc	-86.39	7,514.07	30/06/2021
6	21/06/2021		Donations	Filkins & Broughto	700.00	8,214.07	30/06/2021
7	21/06/2021		Donations	Filkins & Broughto	1,000.00	9,214.07	30/06/2021
8	23/06/2021		Donations	Filkins & Broughto	1,000.00	10,214.07	30/06/2021
9	28/06/2021		Donations	Filkins & Broughto	1,000.00	11,214.07	30/06/2021
10	29/06/2021		Donations	Filkins Bowls Club	500.00	11,714.07	30/06/2021
20	29/06/2021		Village Hall Hire	Filkins Village Hall	-54.00	11,660.07	27/07/2021
21	29/06/2021		Street Lighting Replacement Lantern	SSE Enterprise Cc	-456.96	11,203.11	27/07/2021
22	29/06/2021		Street Lighting Replacement Lantern	SSE Enterprise Cc	-913.92	10,289.19	27/07/2021
23	29/06/2021		Street Lighting Replacement Lantern	SSE Enterprise Cc	-456.96	9,832.23	27/07/2021
24	29/06/2021		Groundsmans Wages	Groundsman	-732.60	9,099.63	27/07/2021
25	29/06/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	8,794.50	27/07/2021
65	29/06/2021		Administration	Clerk Filkins & Brc	-12.20	8,782.30	27/07/2021
11	02/07/2021		Donations	Filkins & Broughto	1,000.00	9,782.30	27/07/2021
27	11/07/2021		Groundsman Expenses	Brize Norton Servi	-24.32	9,757.98	27/07/2021
28	11/07/2021		SSE Street Light Maintenance	SSE Enterprise Cc	-101.50	9,656.48	27/07/2021
30	16/07/2021		Clerk Wages & expenses	HMRC	-228.60	9,427.88	27/07/2021
31	16/07/2021		Clerk Wages & expenses	HMRC	-174.17	9,253.71	27/07/2021
29	19/07/2021	Direct debit	SSE Unmetered Electric	SSE Enterprise Cc	-107.39	9,146.32	27/07/2021
32	01/08/2021		Weedkilling	Complete Weed C	-210.00	8,936.32	30/08/2021
33	01/08/2021		Groundsmans Wages	Groundsman	-720.00	8,216.32	30/08/2021
34	01/08/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-304.93	7,911.39	30/08/2021
35	01/08/2021		Administration	Clerk Filkins & Brc	-25.79	7,885.60	30/08/2021
36	01/08/2021		Administration	Clerk Filkins & Brc	-12.20	7,873.40	30/08/2021
12	02/08/2021		Donations	Filkins & Broughto	1,000.00	8,873.40	30/08/2021
13	03/08/2021		Donations	Filkins & Broughto	1,000.00	9,873.40	30/08/2021
14	04/08/2021		Donations	Filkins & Broughto	700.00	10,573.40	30/08/2021
37	30/08/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	10,268.27	29/09/2021
38	30/08/2021		Administration	Clerk Filkins & Brc	-12.20	10,256.07	29/09/2021

## Filkins & Broughton Poggs Parish Council

### Transactions for Current Account

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>6,983.69</b>	
39	30/08/2021		Administration	Clerk Filkins & Brc	-46.11	10,209.96	29/09/2021
40	30/08/2021		Groundsmans Wages	Groundsman	-720.00	9,489.96	29/09/2021
41	30/08/2021		Groundsman Expenses	Groundsman	-26.75	9,463.21	29/09/2021
42	30/08/2021	Direct debit	SSE Unmetered Electric	SSE Enterprise Co	-114.05	9,349.16	30/08/2021
16	02/09/2021		Allotment Rent	Allotment holders	50.00	9,399.16	29/09/2021
15	20/09/2021		Precept payment	West Oxfordshire I	9,250.00	18,649.16	29/09/2021
44	26/09/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	18,344.03	30/09/2021
45	26/09/2021		Administration	Clerk Filkins & Brc	-62.18	18,281.85	30/09/2021
46	26/09/2021		Accounts Software	Clerk Filkins & Brc	-94.99	18,186.86	30/09/2021
43	28/09/2021		Groundsmans Wages	Groundsman	-720.00	17,466.86	30/09/2021
47	28/09/2021		Strimmer & Leaf Blower	5A's Tool & Plant I	-940.80	16,526.06	29/09/2021
48	29/09/2021		Dog Bins	West Oxfordshire I	-208.24	16,317.82	30/09/2021
49	29/09/2021		SSE Street Light Maintenance	SSE Enterprise Co	-101.50	16,216.32	30/09/2021
50	29/09/2021	Direct debit	SSE Unmetered Electric	SSE Enterprise Co	-107.39	16,108.93	29/09/2021
51	29/09/2021		Cemetery Maintenance	MJ Dowell Landsc	-3,480.00	12,628.93	30/09/2021
52	29/09/2021		Clerk Wages & expenses	HMRC	-228.80	12,400.13	30/09/2021
54	12/10/2021		Administration	Moore East Midlar	-240.00	12,160.13	31/10/2021
55	12/10/2021		Village Hall Hire	Filkins Village Hall	-54.00	12,106.13	31/10/2021
56	12/10/2021		SSE Unmetered Electric	SSE Enterprise Co	-91.99	12,014.14	31/10/2021
57	12/10/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	11,709.01	31/10/2021
58	12/10/2021		Village Wreath	Clerk Filkins & Brc	-21.99	11,687.02	31/10/2021
59	12/10/2021		Administration	Clerk Filkins & Brc	-12.19	11,674.83	31/10/2021
53	28/10/2021		Groundsmans Wages	Groundsman		11,674.83	31/10/2021
17	10/11/2021	BACS	Hardcastles Field Rent	St Filica Society	150.00	11,824.83	30/11/2021
64	19/11/2021	Direct debit	SSE Unmetered Electric	SSE Enterprise Co	-94.79	11,730.04	30/11/2021
60	24/11/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	11,424.91	31/12/2021
61	24/11/2021		Administration	Clerk Filkins & Brc	-12.20	11,412.71	31/12/2021
62	24/11/2021		Subscription	Society of Local C	-67.00	11,345.71	31/12/2021
63	24/11/2021		Training	Clerk Filkins & Brc	-33.00	11,312.71	31/12/2021
55,275	24/11/2021		Transfer to Deposit Account		-38.69	11,274.02	30/11/2021
66	13/12/2021		SSE Unmetered Electric	SSE Enterprise Co	-91.99	11,182.03	31/12/2021
67	20/12/2021		Groundsmans Wages	Groundsman	-352.50	10,829.53	31/01/2022
68	20/12/2021		Groundsman Expenses	Groundsman	-29.41	10,800.12	31/01/2022
69	20/12/2021		Groundsman Expenses	Green Acres	-131.30	10,668.82	31/01/2022
70	20/12/2021		Clerk Wages & expenses	Clerk Filkins & Brc	-305.13	10,363.69	31/01/2022
71	20/12/2021		Administration	Clerk Filkins & Brc	-12.20	10,351.49	31/01/2022
72	14/01/2022		Clerk Wages & expenses	Clerk Filkins & Brc	-612.49	9,739.00	31/01/2022
73	14/01/2022		Administration	Clerk Filkins & Brc	-12.20	9,726.80	31/01/2022
74	14/01/2022		Payroll charges	Shilton Accounting	-228.00	9,498.80	31/01/2022
75	14/01/2022		Administration	Parish Online	-54.00	9,444.80	31/01/2022
76	14/01/2022		Clerk Wages & expenses	HMRC	-228.80	9,216.00	31/01/2022
77	14/01/2022		Subscription	Community First C	-55.00	9,161.00	31/01/2022
78	14/01/2022		SSE Unmetered Electric	SSE Enterprise Co	-103.19	9,057.81	31/01/2022
79	09/02/2022		Roof Repairs	Donald Puffitt	-70.00	8,987.81	
80	09/02/2022		Mole Extermination	Arlington Pest Cor	-150.00	8,837.81	
81	09/02/2022		Accounts Software	Starboard System	-345.60	8,492.21	
			<b>CLOSING BALANCE</b>			<b>8,492.21</b>	
			<b>Value of uncashed entries £-565.60</b>		<b>Bank statement should show</b>	<b>£ 9,057.81</b>	

**Filkins & Broughton Poggs Parish Council****Transactions for Deposit Account**

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>35,190.82</b>	
51,472	14/05/2021		Transfer to Current Account		-10,000.00	25,190.82	31/05/2021
55,275	24/11/2021		Transfer from Current Account		38.69	25,229.51	30/11/2021
18	31/12/2021		Interest	Barclays Bank	2.99	25,232.50	13/01/2022
			<b>CLOSING BALANCE</b>			<b>25,232.50</b>	
				<b>Bank statement should show</b>		<b>£ 25,232.50</b>	

Date: 02/02/2022

**Village Centre- Filkins**

**Day Books: Supplier Invoices (Summary)**

Date From: 19/11/2021  
Date To: 02/02/2022

**PAYMENTS**

Tran No.	Item	Date	A/C Ref	Inv Ref	Details	Gross Amount
231	1	31/12/2021	SSE Swimming Pool	003	Electric Swimming Pool	66.34
232	1	31/12/2021	SSE Village Centre	003	Electric Village Centre	76.17
233	1	21/12/2021	Moore Allen	65	Charges December 2021	54.00
239	1	03/12/2021	Caretaker		Cleaning 2021	225.00
250	1	20/01/2022	Moore Allen	66	Charges January 2022	54.00
<b>Totals</b>						<b>475.51</b>

RECEIPTS	Date	Reference	Gross Amount
234	21/12/2021	Camerons Recruitment	375
242	20/01/2022	Camerons Recruitment	375

<b>Bank Balance</b>		31.01.21			<b>£44,453.95</b>
<b>COIF Account</b>		31.12.21			<b>£1,383.24</b>
					<b>£45,837.19</b>
<b>Working Capital</b>					<b>£17,977.58</b>
<b><u>Reserves</u></b>					
Swimming Club payover 2019	2509		<b>WODC Covid Grant</b>		<b>17000</b>
Hayes Palmer Trust	5000		Kick about field fence		-5000
Donations (Playground)	1000		Bowls Blub wall		-1200
Grandmothers tea Party (playground)	675		VC Garden Trees		-2400
Village Shop (playground)	400		Playground		-6000
WODC Covid Grant	12500		Ground levelling		-1500
Playground Donations Just Giving	2402.24				
Residual Swimming Club 2021	3373.37				
	<u>£ 27,859.61</u>				<u>900</u>

## Email Communications received – January-03 February 2022

<b>Date</b>	<b>From/To</b>	<b>Content</b>	<b>Action</b>
22/12	WODC	Business Support Grant	replied
04/01	WODC	Confirmation of above	
04/01	OALC	Queen's Platinum Jubilee	
05/01	OCC	LTCP5	Forwarded/website
06/01	Complete Weedcontrol	Weedkilling	replied
10/01	OCC	Signage	Replied
11/01	OALC	Training	
13/01	OCC	LTCP5	
13/01	CFO	Subscriptions	
14/01	Scribe	Training	
14/01	Scribe	Training	
14/01	SSE	New contract S Pool	
14/01	WODC	Planning application	forwarded
15/01	WODC	Waste recycling	
17/01	Scribe	Account review	
17/01	Playground Comm	Minutes	
18/01	OALC	Operation London Bridge	
18/01	Moore Allen	Flat	
18/01	Richard Williams	Cemetery moles	replied
19/01	Scribe	Account review	
19/01	London hearts	Defib Grants	
20/01	WODC	Omicron Grant	
21/01	OALC	Finance Training	
21/01	D Blackett	Museum	replied
23/01	P Gray	Museum	replied
23/01	Groundsman		
24/01	Scribe	Training	
24/01	Grant Britchford	Fabrication services	
24/01	OALC	Open Spaces	
24/01	Microsoft	365 renewal	
25/01	Nation Ass of Memorial Masons		
25/01	Playground Committee	Lottery Grant	completed
26/01	WODC	Funding for Housing	
26/01	Fabrications North East	Bespoke benches	
26/01	Age Uk		
26/01	Ben Morley	Playground	replied
27/01	Playground Committee	Donations	replied
27/01	Scribe	Training	
27/01	Richard Martin	Store Room	replied
27/01	Scribe	Invoice	
27/01	Scribe	End of Year checklist	
27/01	Playground Committee	Funding	replied
27/01	V Shop/Playground	Jubilee Celebrations	
27/01	Fabrications North East	Queens Jubilee	
28/01	WODC	Kerbside collections	
28/01	Scribe	Training playback	
28/01	OALC	January update	
31/01	WODC	Business support grant	
31/01	Public Sector Executive	Preparing workforce	
31/01	BHIB	Winter safety & risk management	
31/01	Healthwatch Oxon	Newsletter	



