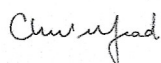

Filkins & Broughton Poggs Parish Council

Please address all correspondence to the Parish Clerk:
Mrs. Christine Hoad, Wynwood Filkins, Lechlade, Glos. GL7 3JG
Tel: 01367 860388 E mail: clerk@filkins.org.uk

4 July 2023

You are hereby summoned to attend the next meeting of Filkins & Broughton Poggs Parish Council which will be held on Wednesday 12 July 2023 at 7.30pm in Filkins Village Hall Committee Room. Members of the public are invited to attend.

1. Apologies for Absence and to receive Declarations of Pecuniary, personal or prejudicial interest in respect of matters contained in the agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers.
- 2 Minutes
 - 2.1 To accept minutes of last Parish Council meeting 14 June 2023
 - 2.2 To accept into record minutes of Planning Committee 29 June 2023
 - 2.3 Matters for information only arising from the last minutes
- 3 Open Forum
 - 3.1 County & District Councillors report
 - 3.2 Adjournment for Public Participation. Members of the public wishing to speak will each be given the opportunity to address the council for 3 minutes.
- 4 Monthly Working Party updates
 - 4.1 Planning & Environment - **Cllr Howe, Jones, Robbins**
Applications received after the agenda has been posted but on the WODC website may be discussed at the meeting.
 - 4.1.1 23/00083/FUL Land on A361 Broughton Poggs – awaiting decision
 - 4.1.2 23/00565/FUL & 23/00566/LBC Manor Farm Cottage Broughton Poggs – Retrospective awaiting decision
 - 4.1.3 The Old Bull – appeal
 - 4.1.4 23/01323/LBC 3 The Coach House – awaiting decision
 - 4.1.5 23/01165/HHD Corner Cottage Broughton Poggs – awaiting decision
 - 4.1.6 23/01496/HHD St Peters House – awaiting decision
 - 4.1.7 Broadwell Brook – clearing of foliage - **Clerk**
 - 4.2 Property, Cemetery & Highways – **Cllr Jones/Robbins**
 - 4.2.1 Platinum Garden – progress report
 - 4.2.2 Taylors Close- Lease & Fencing – Update
 - 4.2.3 SSE Telephone Box – Update Cllr Howe
 - 4.2.4 Pump House roof – update
 - 4.2.5 Cemetery – Application for headstone Booth **Clerk**
 - 4.2.6 20mph speed limit – response from OCC re survey requested February 2023 **Clerk**
 - 4.2.7 Speed survey & Speedwatch– details of costs involved for survey and if required position of survey
 - 4.2.7 Street Lighting – update on replacement lights 5 & 12 **Clerk**
 - 4.2.8 Road Closure – Rouses Lane 14-18 August 24 hrs update **Clerk**
 - 4.3 Swimming Pool – **Cllr Robbins/McIntyre**
 - 4.4 Village Hall – **Cllr Walsh**
 - 4.5 Village Shop – **Cllr Walsh**
 - 4.6 Councillor to stand as Parish Transport Rep
- 5 Finance - **RFO**
 - 5.1 To resolve and approve the payments for June/July 2023 – Parish Council & Village Centre and account balances
 - 5.2 Change to Mandate – Barclays bank progress
 - 5.3 Audit – confirmation of submission and website
 - 5.4 Finance meeting – 24 July
- 6 Community Emergency Plan – **Cllr McIntyre/Robbins/Howe**
- 7 Date of next Parish Council meetings 13/09, 11/10, 08/11, 13/12. With no meeting in August any decisions to be made will be made by working parties to be resolved at September meeting.

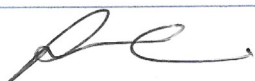


Cris Hoad
Clerk to the Council

Filkins and Broughton Poggs Parish Council

Minutes of Meeting of the Parish Council on 12 July 2023	
	<p><u>Present</u> Cllr Howe, Cllr Robbins, Cllr McIntyre, Cllr Evans Cllr Walsh, Cllr Jones Members of the Public – Cllr N Leverton, 3 Members of Public</p>
27/24	<p>Apologies for Absence: 27.1 District Councillor Edward James</p>
28/24	<p>To receive Declarations of Pecuniary, Personal or Prejudicial Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers 28.1 None</p>
29/24	<p>To Accept Minutes of Last Meetings 29.1 Minutes for Council meeting on 12 July 2023 have been circulated to Councillors. Accepted and signed by council. 29.2 None</p>
30/24	<p>Open Forum 30.1 District Councillor</p> <ul style="list-style-type: none"> • Spare seats on buses for school children- appeal system if required. • Local Plan – no 5 year supply so now cannot turn down any planning unless completely out of context. 147 homes in Minster Lovell – extension may be received • Finances – next week expecting hole in budget • Marriotts Close- Hopefully shop going into Debenhams site • Cineworld – losing custom but open currently <p>30.2 County Councillor</p> <ul style="list-style-type: none"> • Massive hole in County budget. Phasing strategic delivery on some items: Fire Station in Carterton, Roads, re surfacing B447. Localities meeting next week so may be up update. This side of county does lose out B4477 should have been done by now. • Christmas – approaching fast PC need to keep an eye on potholes. Highway Steward would be helpful as they get past 1st layer. • Cinema in George Street closed- converting to accommodation/hotel • Water testing under way in Burford – no easy solution £675m paid to shareholders and last year another £35m • Bridges at Burford, Lechlade and Radcot have all been hit • Langford road closed for bridge repairs- 3 times closed but bridge still not repaired <p>Cllr Evans entered meeting</p> <p>30.3 Members of public present</p> <ul style="list-style-type: none"> • Parking at Bulls Close- cars not parking within bays – can they be re-painted • Telephone Box – refurbishment is in hand awaiting answer from SSE re reconnection of supply. The issue is not about money • Pathways – Broughton Poggs and Church pavement overgrown trees • Poo – owners still not picking up and leaving bags down footpath by CWW. Can we put bin there. We did look at this location but not suitable would have to be sited outside a house or CWW on pavement. Rouses Lane is also not being picked up • A361 not much slip lane at Burford end of village can sign be moved further towards Burford • Stable Barn planning application. Link between to current converted agricultural buildings. Heritage consultant was employed to draw plans. The link will be at the gable ends with a hip slate roof to keep it low. This was on advice of WODC as they did

Signed:



Date:

12 Sept 2023

	not want to flat roof to retain the look of an agricultural building. There are no trees being taken out.
31/24	<p>Planning & Cemetery</p> <p>31.1 23/00083/FUL Land on A361 Broughton Poggs – awaiting decision</p> <p>31.2 23/00565/FUL & 23/00566/LBC Manor Farm Cottage Broughton Poggs – Retrospective awaiting decision</p> <p>31.3 The Old Bull – appeal still ongoing</p> <p>31.4 23/01323/LBC 1 The Coach House – awaiting decision</p> <p>31.5 23/01165/HHD Corner Cottage – awaiting decision</p> <p>31.6 23/01496/HHD St Peters House – awaiting decision</p> <p>31.7 Stable Cottage notification has not been received – Clerk will contact WODC</p> <p>31.8 Broadwell Brook – Craig Johnson was asked to update the meeting concerning an email we received from a resident asking about the clump of weed in the middle of the brook. This is cleared 2-3 times a year but the weed is not a problem for flooding. The split tree has been part taken down but has been cut back to above height of bridge. Langford bridge is the problem as it is full. Clerk will contact Langford Parish Council re bridge.</p>
32/24	<p>Monthly Working Party updates</p> <p>32.1 Property & Highways – Cllrs Howe, Jones, Robbins</p> <p>32.1.1 Platinum Garden – Area has been dug down to 4” where hoggin will be laid. A Hoard spoke to Chris Carter re depths may now need to be 6”. Weedkilling was done. Some shoots are coming through from the trees will be taken out. Hayes Palmer Trust has sent £1k towards project. Walnut tree hopes to be moved. Just Giving site up and running.</p> <p>32.1.2 Taylors Close - Waiting for M Simpson to re align the fence. Cllr Jones will approach him to see if he can get a reply. Kudos Fencing coming to give a quote in case. We need a timetable from him as we need to plough and reseed in September/October. Cllr Jones will approach man in Langford to plough. It could be done before the fence. If Kudos comes through at approx. the same price it was agreed we would go for them. Kick about field will need to be closed from September.</p> <p>Action: Cllr Jones will contact M Simpson</p> <p>32.1.3 SSE – Donna contacted Richard and stated the quote was out of date. She was told again we do not want a new supply only re connecting. She will talk to the engineers in Oxford and come back. Can this be done ourselves – no as is connected to street light.</p> <p>Action: Cllr Howe to follow up</p> <p>32.1.4 Cemetery – Application received from Taylors for headstone. All agreed</p> <p>32.1.5 20mph limit – Clerk has received an answer from OCC Highways with a map of the village where the 20mph limit could be applied. This would cover the body of the village including Rouses Lane, Hazells Lane, Crosstree Lane, Barringtons Road, Gassons, Broughton Poggs Roads, B4477 from Montpellier down to the T junction and the road past the 5 Alls to the Broughton Poggs turn. Most of these roads it is not possible to do more than 20mph but all of them will need signage at each end and parked cars stop speeding. Geography of village does not allow 20mph limit to village entrance to Montpellier. We need to consult the village to gauge the level of support and demonstrate the community support the initiative. 20mph the average speed is 26mph across the Country. We could also look at a plastic policeman which are being used by Suffolk police and in Forest of Dean. Chicanes cost £9k each. Cllr Leverton has already notified us that some villages are pulling out of the scheme. There is some concern on speed so this will be looked in to but 20mph limit may not work for us. 20mph limit will not stop stupidity.</p> <p>32.1.6 We can ask OCC to come and do another speed survey which last 7 days – they are £200 per site. There are devices we could purchase that would register vehicles – Cllr Evans will share the link. Speedwatch – article was in newsletter but PC have not been approached. Need volunteers, training and purchase equipment.</p>

Signed:

Date:

	<p>32.1.7 Street Lighting – Lights 5 & 12 have been replaced. We have one more to replace. Awaiting a quote for the drivers to turn lights off between midnight and 5am</p> <p>32.1.8 Rouses Lane closure – Avonline are carrying out the works – the man dealing with this has left and we are trying to get someone else to contact us.</p> <p>32.2 Swimming Pool – Cllrs Robbins, McIntyre</p> <p>32.2.1 Pump House Roof – waiting for M Simpson will be chased up with fencing</p> <p>32.3 Village Hall – Cllr Walsh</p> <p>32.3.1 Set to increase hire charges in September not known what to. Building their own website with a link to village website. Looking at contract cleaner. Lottery payments will now be direct debit. Holding event in November.</p> <p>32.4 Village Shop – Cllr Walsh</p> <p>32.4.1 Nothing to report</p>
33/24	<p>Finance</p> <p>33.1 To resolve and approve payments for June/July 2023. List was signed by Cllr Howe & Evans. Payments will be authorised after the meeting. Account balances to end of June Parish Council £13884.12 Current, £37077.69 deposit. Village Centre £41452.92 Current and £1396.74 COIF</p> <p>33.2 Mandate in process of being updated. Barclays asked for Cllr Walsh to complete a form which has been done. COIF mandate to be signed to night. Resolution to be agreed to change mandate with NatWest. Agreed and signed. Barclays are being increasingly difficult and Clerk suggested we open an account with Unity Trust bank which is all online and much easier to change mandates. This was agreed – Clerk will start process of opening an account.</p> <p>33.3 Audit – confirmed audit has been sent to external auditor Moore Stephens and posted on the website.</p> <p>33.4 New date will be set for Finance meeting</p> <p>33.5 SSE Electric contract is due for renewal. Quote from Energy Prices Direct which is more than we are currently paying. Quote has been received from Octopus and shown to Cllr Evans this will save us money and is green energy. Agreed that Clerk will change to Octopus.</p>
34/24	Community Emergency Plan – Cllr McIntyre will report at next meeting
35/24	Next Meeting will be held on 13 September in the village hall committee room. Following meetings will be 12/10, 08/11, 13/12. Please note change of date for October.

Signed:

Date:

Filkins and Broughton Poggs Parish Council

Meeting of Planning Sub-Committee – Thursday 29th June 2023

Attending – Cllr Roland Jones
Cllr Richard Howe

Apology Accepted Cllr Kevin Robbins

To assess Planning Applications :-

- 1) 23/00565/HHD & 23/00566/LBC (both retrospective) Revised Manor Farm Cottage, Broughton Poggs.
- 2) 23/01323/LBC 1 The Coach House, Filkins Hall, Filkins
- 3) 23/01165/HHD Corner Cottage, Broughton Poggs, Lechlade
- 4) 23/01496/HHD St Peters House, Filkins

Comments

- 1) 23/00565/HHD & 23/00566/LBC
We have reviewed the resubmission and are pleased to note the addition of planting by way of concealment to the new fencing. However, the comments we raised previously regarding the front fence and the side fence, we feel are still relevant and as such we reaffirm them as listed below.
 - a) Front Elevation – The retrospective proposal will probably mean additional modification to the existing listed/protected dry stone wall. We feel it would be better to erect the modified fence behind the existing dry stone wall, within the boundary of the property.
 - b) Side Elevation – The retrospective application makes no allowance for any change to the side elevation so to be in accord with the front elevation. We feel that currently the side elevation is not in keeping to a conservation area. The current boundary is protected by a adequate natural dry stone wall.
- 2) 23/01323/LBC
We have no objection to this application given that all the proposed work is internal and assumed will be executed in accordance with relevant Building Regs and Listed Building Regs
- 3) 23/01165/HHD
With the resubmission of revised plans contained within this application, we have no objection to this application.
- 4) 23/01496/HHD
We have no objection to the proposed Link Construction. However, the plans as submitted do not state what the current Outbuilding is used for nor what it will be used for if the construction work is carried out. We request confirmation that the current Outbuilding will not be subject to a change of use on completion of the work.

Filkins & Broughton Poggs Parish Council

Transactions for Current Account

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			9,197.65	
1	04/04/2023	Cheque	SSE Wayleave	SSE Services plc	7.61	9,205.26	27/04/2023
1	12/04/2023	BACS	SSE Unmetered Electric	SSE Enterprise Co	-253.36	8,951.90	27/04/2023
2	12/04/2023	BACS	Platinum Garden	A K Timms	-14.69	8,937.21	27/04/2023
3	12/04/2023	BACS	Platinum Garden	A K Timms	-58.67	8,878.54	27/04/2023
4	12/04/2023	BACS	Platinum Garden	Matt Simpson	-766.80	8,111.74	27/04/2023
5	12/04/2023	BACS	SSE Street Light Maintenance	Enervo	-56.75	8,054.99	27/04/2023
3	17/04/2023	BACS	Precept payment	West Oxfordshire I	10,250.00	18,304.99	27/04/2023
8	20/04/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	18,283.04	26/05/2023
2	24/04/2023	BACS	Grass cutting Grant	Oxfordshire Count	1,073.00	19,356.04	27/04/2023
5	24/04/2023	BACS	Village centre admin payment	Village centre	1,350.00	20,706.04	27/04/2023
17	26/04/2023	BACS	Annual Management Fee	Village centre	-50.00	20,656.04	27/04/2023
6	27/04/2023	BACS	Groundsmans Wages	Groundsman	-1,028.80	19,627.24	27/04/2023
7	27/04/2023	BACS	Groundsman Expenses	Mid Counties Co-C	-34.65	19,592.59	27/04/2023
9	27/04/2023	BACS	Dog Bins	West Oxfordshire I	-208.24	19,384.35	27/04/2023
10	27/04/2023	BACS	PAYE & NI	HMRC	-478.06	18,906.29	27/04/2023
11	27/04/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-413.44	18,492.85	27/04/2023
13	03/05/2023	BACS	Data Protection Fee	ICO	-40.00	18,452.85	26/05/2023
14	04/05/2023	BACS	Village Centre Refurbishment	J J Carpentry	-510.00	17,942.85	26/05/2023
4	11/05/2023	BACS	Grant	West Oxfordshire I	49.46	17,992.31	26/05/2023
16	12/05/2023	BACS	Insurance payover	Gallagher	-827.34	17,164.97	26/05/2023
6	13/05/2023	BACS	Platinum Garden	Village centre	445.49	17,610.46	30/06/2023
15	16/05/2023	BACS	Administration	Viking	-23.04	17,587.42	26/05/2023
18	16/05/2023	BACS	Platinum Garden	A K Timms	-74.44	17,512.98	26/05/2023
12	20/05/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-235.55	17,277.43	26/05/2023
19	30/05/2023	BACS	PAYE & NI	HMRC	-255.18	17,022.25	30/06/2023
20	30/05/2023	BACS	Groundsmans Wages	Groundsman	-614.40	16,407.85	30/06/2023
21	30/05/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-413.44	15,994.41	30/06/2023
22	30/05/2023	BACS	Training	Oxfordshire Assoc	-132.00	15,862.41	30/06/2023
39	31/05/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	15,840.46	30/06/2023
10	07/06/2023	Direct Debit	Donations	Platinum Garden F	55.00	15,895.46	30/06/2023
23	07/06/2023	Credit Card	Defibrillator pads	Wel Medical	-143.88	15,751.58	30/06/2023
25	07/06/2023	Credit Card	Groundsman Expenses	Brize Norton Servi	-28.32	15,723.26	30/06/2023
26	07/06/2023	BACS	Training	Oxfordshire Assoc	-60.00	15,663.26	30/06/2023
11	16/06/2023	BACS	Allotment rent	Allotment holders	5.00	15,668.26	30/06/2023
12	19/06/2023	BACS	Allotment rent	Allotment holders	5.00	15,673.26	30/06/2023
24	19/06/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-239.47	15,433.79	30/06/2023
13	21/06/2023	BACS	Allotment rent	Allotment holders	5.00	15,438.79	30/06/2023
28	21/06/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-413.24	15,025.55	30/06/2023
29	21/06/2023	BACS	PAYE & NI	HMRC	-255.38	14,770.17	30/06/2023
30	21/06/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	14,748.22	30/06/2023
31	21/06/2023	BACS	SSE Street Light Maintenance	SSE Enterprise Co	-183.77	14,564.45	30/06/2023
32	21/06/2023	BACS	Administration	Amazon	-52.55	14,511.90	30/06/2023
38	22/06/2023	BACS	Groundsmans Wages	Groundsman	-614.40	13,897.50	30/06/2023
27	26/06/2023	BACS	Groundsman Expenses	5A's Tool & Plant I	-13.38	13,884.12	30/06/2023
9	12/07/2023	Cheque	Allotment rent	Allotment holders	15.00	13,899.12	
8	12/07/2023	Cheque	Hayes Palmer Grant	Hayes Palmer Tru:	1,000.00	14,899.12	
33	12/07/2023	BACS	Street Lighting Replacement Lantern	Enervo	-1,146.10	13,753.02	
34	12/07/2023	BACS	Street Lighting Replacement Lantern	Enervo	-1,127.27	12,625.75	
35	12/07/2023	BACS	Administration	Amazon	-29.55	12,596.20	
36	12/07/2023	BACS	Weed Control	Complete Weed C	-240.00	12,356.20	
37	21/07/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-252.03	12,104.17	
			CLOSING BALANCE			12,104.17	
			Value of uncashed entries	£-1,779.95	Bank statement should show	£13,884.12	




VILLAGE CENTRE - FILKINS

Date From : 01.06.23

Date To : 03.07.23

No	Date	Details	Debit	Credit	Balance
		Balance B/Fwd :	149310.52	109312.70	39997.82
803	07/06/2023	Sleemans		350.40	39647.42
818	01/06/2023	Donation	10.00		39657.42
822	26/06/2023	SSE S Pool		247.95	39409.47
823	26/06/2023	Pool expense		40.56	39368.91
824	26/06/2023	Pool expense		38.44	39330.47
833	07/06/2023	Pool Membership	525.00		39855.47
834	14/06/2023	Pool Membership	32.45		39887.92
835	19/06/2023	Pool Membership	285.00		40172.92
836	20/06/2023	Pool Membership	108.81		40281.73
837	20/06/2023	Pool Membership	495.00		40776.73
838	21/06/2023	Pool Membership	120.00		40896.73
839	23/06/2023	Platinum Garden Donation	40.00		40936.73
840	27/06/2023	Pool Membership	58.99		40995.72
845	19/06/2023	SSE Vcentre		34.72	40961.00
846	21/06/2023	Moore Allen Fees		68.40	40892.60
848	21/06/2023	Camerons Recruitment Rent	475.00		41367.60
849	03/07/2023	Just Giving _ Platinum Garden	24.32		41391.92
850	03/07/2023	Pool Membership	60.00		41451.92
851	12/07/2023	Sleemans		217.9	41234.02
		Bank Balance :	151460.77	110093.17	41367.60

Bank Balance			31.06.23			£41,451.92
COIF Account			31.03.23			£1,396.74
						£42,848.66
After date payments						£217.90
After date receipts						£0.00
Working Capital 03.07.23						£19,530.28
<u>Reserves</u>						
				WODC Covid Grant		18657.42
				Kick about field fence		-5000
Playground		869.6		Bowls Club wall		-1200
WODC Covid Grant balance		2557.42		VC Garden Trees		-2400
Kick about field		6500		Playground		-6000
Pool Membership		13173.46		Ground levelling		-1500
£		23,100.48				2557.42



S. Krause