

Filkins & Broughton Poggs Parish Council

Please address all correspondence to the Parish Clerk:

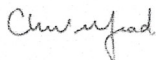
Mrs. Christine Hoad, Wynwood Filkins, Lechlade, Glos. GL7 3JG

Tel: 01367 860388 E mail: clerk@filkins.org.uk

3 October 2023

You are hereby summoned to attend the next meeting of Filkins & Broughton Poggs Parish Council which will be held on Thursday 12 October 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 19 September 2023
 - 2.2 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. **Parish Transport Representative**
 - 4.1 Report – Kym Ford
5. **Monthly Working Party updates**
 - 5.1 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.
 - 5.1.1 23/00083/FUL Land on A361 Broughton Poggs – awaiting decision
 - 5.1.2 22/00056/APPEAL The Old Bull – awaiting decision
 - 5.1.3 23/01323/LBC 1 The Coach House – retrospective – awaiting decision
 - 5.1.4 23/01923/HHD Broctun House Broughton Poggs – awaiting decision
 - 5.1.5 23/02100/S73 Pear Tree Farm – awaiting decision
 - 5.1.6 WODC Consultation – The Future Pattern of Development Consultation
[Project • The Future Pattern of Development \(westoxon.gov.uk\)](https://www.westoxon.gov.uk)
Attendance at presentation 18 October 2023 – Cllr Howe
 - 5.2 Property, Cemetery & Highways – **Cllr Jones/Robbins**
 - 5.2.1 Platinum Garden – progress report Cllr Robbins
 - 5.2.2 Taylors Close- Fencing – Update Cllr Robbins
 - 5.2.3 Telephone Box/Defibrillator – Update Cllr Howe progress
 - 5.2.4 20mph speed limit – to discuss responses any further responses from newsletter article and take decision on whether implementation is suitable for Filkins & Broughton Poggs – time limit 25/10/23
 - 5.2.5 The Five Alls – registration as a Community Asset – Cllr Evans – progress report**Cemetery – Clerk**
 - 5.2.6 Internment – F Bennett 17 October 2023 2pm
 - 5.3 Swimming Pool – **Cllr Robbins/McIntyre**
 - 5.4 Village Hall – Update -**Cllr Walsh**
 - 5.5 Village Shop – Update - **Cllr Walsh**
6. Finance - **RFO**
 - 6.1 To resolve and approve the payments for October 2023 – Parish Council & Village Centre and account balances
 - 6.2 Confirmation of Audit completion
 - 6.3 1st draft of budget for 2024/25 – for discussion
7. Community Emergency Plan – Update **Cllr McIntyre/Howe**
8. Date of next Parish Council meetings 08/11, 13/12



Cris Hoad
Clerk to the Council

Filkins and Broughton Poggs Parish Council

Minutes of Meeting of the Parish Council on 11 October 2023	
	<p>Present Cllr Howe, Cllr McIntyre, Cllr Evans, Cllr Walsh, Cllr Robbins Members of the Public – Cllr N Leverton, Kym Ford – Parish Transport Rep, 4 Members of Public</p>
47/24	<p>Apologies for Absence 36.1 Cllr Jones delayed at work. Accepted</p>
48/24	<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 48.1 None</p>
49/24	<p>To Accept Minutes of Last Meetings 49.1 Minutes for Council meeting on 19 September 2023 have been circulated to Councillors. Accepted and signed by council. 49.2 Matters arising - none</p>
50/24	<p>Open Forum 50.1 County Councillor</p> <ul style="list-style-type: none"> • Bus tender has been accepted and will commence in November provided Ha'penny Bridge. Residents MUST use the service or we will lose it again. Encourage everyone to use it. Anyone with a bus pass can use it the company do get paid. • OCC meeting ref SEND education for children. It is getting worse. Robust interchange is expected. • 2 members of council been called out for being openly misogynistic • Confirmation Alvescot to Filkins road will be resurfaced in January 2024 – only emergency works on potholes between now and 2024. • Budget - predicted £38m overspend on children's services. Council tax will go to maximum allowed. Labour want to build 1.5 million houses equal to 2 new towns – will not be able to object – some social housing. Could affect villages. Strong negotiations may be needed. Site in Witney designated for new secondary school – OCC have decided it is not needed although both schools are full. Plot of land given back to contractors to build more houses. • LTN Oxford – some areas good if managed well – have had to change plans in some areas. Schools are suffering as traffic out of Oxford City is a constant queue. Labour have left alliance because of LTN and SEND. ANPR cameras now at Magdalen Bridge as so many fines being issued. Now been taken away. • Eynsham – park & ride very large roundabout to be built. In wrong place after end of dual carriageway. <p>50.2 District Councillor</p> <ul style="list-style-type: none"> • New JD sport shop in Witney – camping shop and ladies shop now closing. • Carterton to London bus only on Mon-Fri not extension to weekends currently. <p>50.3 Members of public present</p> <ul style="list-style-type: none"> • Monthly speedwatch report sent • Langford x roads sign has been erected. Carterton sign no x roads sign – can one be erected
51/24	<p>Parish Transport Representative</p> <ul style="list-style-type: none"> • Quarterly PTR meeting on 14/11

Signed:

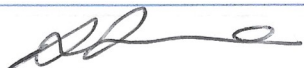


Date:

11th Nov. 2023

	<ul style="list-style-type: none"> • Traffic monitoring in Kencot – ask what this is for as could affect us. It does count types of vehicles. • Bus – publicity doesn't state a stop in Filkins but on checking they will stop in Kencot, Filkins and Broughton Poggs. Will be a double decker bus as first bus will be the Burford school, bus continuing. 16 months funding in place after that S106 money will be used. Contract renegotiated after 16 months. If not used the probably will be taken away. We need to check how this affects the Villager Bus. 27 November is start date. • Speedwatch average speed 39mph down slightly. Into winter speed will drop of due to weather. Highest speed 59mph. Can't differentiate between types of vehicles. Second document coming. Circulate data when it arrives.
52/24	<p>Monthly Working Party Updates</p> <p>52.1 Planning - Cllrs Howe, Robbins, Jones</p> <p>52.1.1 23/00083/FUL Land on A361 Broughton Poggs – awaiting decision</p> <p>52.1.2 The Old Bull – appeal still ongoing</p> <p>52.1.3 23/01323/LBC 1 The Coach House – awaiting decision – extra time being taken as listed building and works have been started</p> <p>52.1.4 23/01923/HHD Brocton House – approved</p> <p>52.1.5 23/02100/S73 Pear Tree Farm – awaiting decision</p> <p>52.1.6 23/02531/LBC – Methodist Chapel – retrospective awaiting decision</p> <p>52.1.7 WODC Consultation Local Plan- online consultation each Councillor to put together their views and send to Clerk to formulate letter. Everyone needs to put their views forward. Deadline is 25/10 so comments by 20/21 October</p>
	<p>52.2 Property, Cemetery & Highways – Cllrs Howe, Jones, Robbins</p> <p>52.2.1 Platinum Garden – Hardcore is down. Grant has been confirmed from Biodiversity Fund. Quote accepted from Hickman's to seed gravel and lay the hoggins waiting for date. Hedging changed to beech hedging as natural hedging will grow too fast to meet biodiversity. Cllr Evans – well done for changing plans. Grant money routed through Council.</p> <p>52.2.2 Taylors Close – Fencing finished – Will Hartwell spoken to re-electric point. Gates will go on asap. Cllr Jones arranging someone to look at slicing field on Sunday. Happy to pay invoice before gates are erected.</p> <p>52.2.3 Telephone Box – We have paint and glass. Looked at last week. Time to be agreed to sand and paint. Defib and box purchased. More expensive to purchase through London Hearts and they do not have an insulated box.</p> <p>Action: Cllr Howe/Robbins</p> <p>52.2.4 20mph limit – no responses this month. Geoff Barrell responded to residents email that the area could not be extended to village boundary on B4477. We do not have enough evidence from residents to go ahead, we would also have 1-15 more speed signs in the village. The geography of our village makes it difficult to speed. We need to support speed watch and their works. Monitoring the B4477 is in hand. 20mph would not be in place until 2025/6. We need to consider other options rather than 20mph. All councillors agreed.</p> <p>52.2.5 The 5 Alls – Cllr Evans reported research has been undertaken with input from Cllr Walsh. Form has been started and examples will be followed. More progress by next meeting. Need to keep historic data of good times and bad, early closing etc.</p> <p>Action: Cllr Evans to progress</p> <p>52.2.6 Interment in cemetery on 17 October</p> <p>52.3 Swimming Pool – Cllrs Robbins, McIntyre</p> <p>52.3.1 Took just over £13.5k membership sold out in 1 month. New wooden doors donated for pump house. Early tickets we may open to village residents before outside. Committee agreed to change form for Gift Aid. Cllr McIntyre £4k in bank account after payment of roof – interest coming in on deposit account will pay for bank charges. Not</p>

Signed:



Date:

23rd Nov 2023

	<p>as rich in reserves as we usually are – one piece of maintenance each year but we are in good position. Committee decided to re-organise form to allow Gift Aid</p> <p>52.4 Village Hall – Cllr Walsh</p> <p>40.4.1 No meeting but update. Busy with bookings Pilates, Carter Club, Cotswold Makers, Coffee mornings, ladies supper club. Fees review at next meeting – insulation not yet finished. Windows need repair.</p> <p>52.5 Village Shop – Cllr Walsh</p> <p>40.5.1 Still would like car parking spaces designated.</p>
53/24	<p>Finance</p> <p>53.1 To resolve and approve payments for August/September 2023. List was signed by Cllr Howe & Evans. Payments will be authorised after the meeting. Account balances to end of August Parish Council £17,086.41 Current, £37077.69 deposit. Village Centre £38650.18 Current and £1396.74 COIF. £19741.91 in working capital. Charges from Octopus were incorrect as charged 41p per day standing charge instead of £0.82 now corrected.</p> <p>53.2 Audit has been completed. External Auditor report is on website. Comments on reserves not being sent but not asked for. More explanation required for payments which was sent.</p> <p>53.3 1st draft of Budget to set Precept - figures were distributed before meeting and Councillors looked through. Based on expected payments/income for 2023/24 which is so far coming in on budget. Finance committee objective to try and keep precept the same this year especially as CC and DC ask will be increased. This will leave a small surplus for 2024/25. Councillors to let Clerk know if there are any expenses we need to consider by next meeting so draft can be revised. Have we added anything extra from last year – only regular expenditure. We may have some reserves at the start of the next financial year that have been freed up after completion of earmarked projects which can then be earmarked to new projects. Cllr Evans asked if we had any idea on expenditure on items in CLP. Clerk will contact committee and ask if there is a draft plan. CLP plans do not have to be undertaken in 2024/25. Any expenses with Emergency Plan. Hopefully grant would cover this.</p>
54/24	<p>Community Emergency Plan – Carol McKay may have bags to give away although Lions have given us 20 already. This can be investigated. One should be delivered to each household. Cllr McIntyre will give 10 bottles to the shop and put on Facebook and in newsletter. New defib will be registered on The Circuit when in place as village hall one is. Question is how to formalise document – it has phone numbers so GDPR will have to be followed. Could we have a public meeting to promote. Pyramid telephone would be easiest way to contact people. Still no communication from Village Hall Chair regarding a “wish list” for grant application</p>
55/24	<p>Next Meeting will be held on Wednesday 8 November 2023 in the village hall committee room. Following meetings will be 13/12, 2024 - 10/01, 14/02 (may need to be moved), 13/03, 10/04, 08/05</p>

Signed: 

Date:  Nov 2023

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	
40	25/07/2023	BACS	Administration	Amazon	-57.56	12,196.61	31/07/2023
41	25/07/2023	BACS	Groundsmans Wages	Groundsman	-614.40	11,582.21	31/07/2023
42	25/07/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-450.32	11,131.89	31/07/2023
43	25/07/2023	BACS	PAYE & NI	HMRC	-264.38	10,867.51	31/07/2023
44	26/07/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	10,845.56	31/07/2023
16	31/07/2023	BACS	Cemetery	Peter Smith & Sor	69.00	10,914.56	31/07/2023
14	02/08/2023	BACS	Platinum Garden	Village centre	64.32	10,978.88	31/08/2023
45	19/08/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-213.76	10,765.12	31/08/2023
19	23/08/2023	BACS	Platinum Garden	Platinum Garden F	500.00	11,265.12	31/08/2023
47	23/08/2023	BACS	Training	Oxfordshire Assoc	-36.00	11,229.12	31/08/2023
48	23/08/2023	BACS	Groundsmans Wages	Groundsman	-640.45	10,588.67	31/08/2023
49	23/08/2023	BACS	PAYE & NI	HMRC	-264.58	10,324.09	31/08/2023
50	23/08/2023	BACS	Platinum Garden	Platinum Garden F	-239.96	10,084.13	31/08/2023
51	23/08/2023	BACS	Platinum Garden	Platinum Garden F	-93.73	9,990.40	31/08/2023
52	23/08/2023	BACS	Village Hall Hire	Filkins Village Hall	-21.00	9,969.40	31/08/2023
53	23/08/2023	BACS	Platinum Garden	Platinum Garden F	-66.55	9,902.85	31/08/2023
54	23/08/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-450.12	9,452.73	31/08/2023
46	26/08/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	9,430.78	31/08/2023
20	31/08/2023	BACS	Cemetery	Peter Smith & Sor	54.00	9,484.78	31/08/2023
21	08/09/2023	BACS	Interest	Barclays Bank	41.76	9,526.54	30/09/2023
55	17/09/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-450.32	9,076.22	30/09/2023
56	17/09/2023	BACS	Weed Control	Complete Weed C	-240.00	8,836.22	30/09/2023
57	17/09/2023	BACS	PAYE & NI	HMRC	-264.38	8,571.84	30/09/2023
58	17/09/2023	BACS	Administration	Amazon	-14.38	8,557.46	30/09/2023
59	17/09/2023	BACS	Groundsmans Wages	Groundsman	-614.40	7,943.06	30/09/2023
60	17/09/2023	BACS	Groundsman Expenses	Groundsman	-29.27	7,913.79	30/09/2023
61	17/09/2023	BACS	Platinum Garden	A K Timms	-356.70	7,557.09	30/09/2023
62	17/09/2023	Direct Debit	Anti Virus software	McAfee	-179.99	7,377.10	30/09/2023
64	17/09/2023	BACS	Platinum Garden	Platinum Garden F	-33.99	7,343.11	30/09/2023
65	17/09/2023	BACS	Platinum Garden	Platinum Garden F	-480.00	6,863.11	30/09/2023
22	19/09/2023	BACS	Precept payment	West Oxfordshire	10,250.00	17,113.11	30/09/2023
66	19/09/2023	BACS	Platinum Garden	Platinum Garden F	-17.50	17,095.61	30/09/2023
63	29/09/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-151.60	16,944.01	
75	30/09/2023	Direct Debit	Bank Charges	Unity Bank	-9.20	16,934.81	30/09/2023
67	12/10/2023	BACS	Donations	Citizens Advice Bt	-50.00	16,884.81	
68	12/10/2023	BACS	Wreathes	Royal British legio	-21.98	16,862.83	
69	12/10/2023	BACS	New defib and cabinet	Defib Sales and Ti	-1,494.00	15,368.83	
70	12/10/2023	BACS	Audit Fee	Moore East Midlar	-252.00	15,116.83	
71	12/10/2023	BACS	PAYE & NI	HMRC	-109.60	15,007.23	
72	12/10/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-450.12	14,557.11	
73	12/10/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Co	-202.84	14,354.27	
74	12/10/2023	BACS	Platinum Garden	Platinum Garden F	-25.48	14,328.79	
			CLOSING BALANCE			14,328.79	
			Value of uncashed entries £-2,757.62	Bank statement should show		£17,086.41	

S. E. M.

[Signature]

VILLAGE CENTRE - FILKINS

Date From : 01.09.23

Date To : 12.10.23

Details

Debit

Credit

Balance

No	Date	Balance B/Fwd :			
					41398.75
					41398.75
892	12/09/2023	Pool Membership		4.92	41403.67
893	04/09/2023	Platinum Garden donation		19.42	41423.09
907	22/09/2023	Caretaker	170		41253.09
904	18/09/2023	Camerons Recruitment Rent		475	41728.09
905	18/09/2023	Moore Allen Fees	68.4		41659.69
909	06/09/2023	SSE Electric final	149.94		41509.75
915	02/10/2023	Octopus	149.54		41360.21
921	06/09/2023	AK Timms	14.86		41345.35
922	05/10/2023	M Simpson - Fence	3090		38255.35
913	02/10/2023	Platinum Garden donation		24.32	38279.67
914	02/10/2023	Pool Membership		128	38407.67
	06/09/2023	SSE Refund		242.51	38650.18
		Bank Balance :			38650.18

Bank Balance			12.10.2023			£38,650.18
COIF Account			12.10.2023			£1,396.74
						£40,046.92
After date payments						£0.00
After date receipts						£0.00
Working Capital 12.10.2023						£19,741.91
Reserves						
				WODC Covid Grant		18657.42
				Kick about field fence		-3090
Playground		869.6		Bowls Blub wall		-1200
WODC Covid Grant balance		4467.42		VC Garden Trees		-2400
Kick about field ground levelling		1500		Playground		-6000
Pool Membership		13467.99		Ground levelling		-1500
£20,305.01						4467.42

£20,305.01

4467.42

S. E. K.