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# Filkins & Broughton Poggs Parish Council

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*Please address all correspondence to the Parish Clerk:*

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

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3 October 2024

You are hereby summoned to attend the next meeting of Filkins & Broughton Poggs Parish Council which will be held on Wednesday 9 October 2024 in Filkins Village Hall committee room. Members of the public are invited to attend.

1. Apologies for Absence
2. 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.
3. Open Forum
  - 3.1 County Councillor report
  - 3.2 District Councillor report
  - 3.3 Members of the public – each resident will be given a maximum of 3 minutes
4. Minutes
  - 4.1 To accept minutes of last Parish Council meeting 18 September 2024
  - 4.2 Matters for information only arising from these last minutes
5. **Monthly Working Party Updates**
  - 5.1 **Planning** 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 None received
  - 5.2 **Property, Cemetery, Highways** Cllr Jones, Robbins, Ford
    - 5.2.1 Heads of Terms on allotment site The Gassons - update if received
  - 5.3 Parish Transport – Cllr Ford
    - 5.3.1 Update
    - 5.3.2 Speedwatch
  - 5.4 Project List 2024 – for updates to progress
    - 5.4.1 Bio Diversity projects within Filkins & Broughton Poggs
    - 5.4.2 Bund meeting
  - 5.5 Village Hall – update
6. Village Matters
  - 6.1 ACV Nomination – update
  - 6.2 Hardcastles Field – Museum Shed - Use of field by NGS 18 May 2025
  - 6.3 Information board at Village Centre – Ian Grey update Cllr Evans and McIntyre
  - 6.4 Motorbikes on A361 – progress
  - 6.5 Storage of archives
7. Finance
  - 7.1 To resolve and approve the payments for October 2024 – Parish Council & Village Centre and account balances
  - 7.2 Date for next finance meeting to discuss draft budget to set precept
8. Date of next Parish Council meetings 2024 - 13/11, 11/12

Cris Hoad  
Clerk to the Council

## Filkins and Broughton Poggs Parish Council

Minutes of Meeting of the Parish Council on 9 October 2024	
	<p><u>Present</u>            Cllr Howe, Cllr McIntyre, Cllr Robbins, Cllr Ford, Cllr Jones            Members of the Public – Robin Higham</p>
31/25	<p>Apologies for Absence:            31.1 Cllr Evans, Cllr Jones, Cllr James</p>
32/25	<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</p> <p>32.1 None</p>
33/25	<p>Open Forum</p> <p>33.1 County Councillor:</p> <ul style="list-style-type: none"> <li>• Budget setting is waiting for Chancellor announcement – minimum reduction will be 10% on all areas. Council predicting £13.9m deficit more likely to be £20m</li> <li>• Oxford parking is now more expensive than Brighton - £37.50 to park for the day – shops, hotels and bars all being affected</li> <li>• Oxford City local plan has been thrown out</li> <li>• Shaws Green junction- Government intervened to ensure land is not used for another purpose</li> <li>• OCC is selling County Hall and are moving to the 1970's building which used to be the tax office</li> </ul> <p>33.2 District Councillor</p> <ul style="list-style-type: none"> <li>• Local Plan – new NPPF 01/01/25 – guidelines changing all the time – discussing 1000's of houses at Minster Lovell and Witney- also by The Windmill down A40. Plan is to build 540 houses per annum now 1100. Alvescot Downs could come back.</li> <li>• NPPF is being restructured and protection for villages may disappear</li> <li>• REMA North has been stalled again</li> <li>• West Oxon only have 2200 on housing list. Houses need to be built where there is employment. Land opposite front gates of RAF Brize Norton allocated as industrial use only</li> <li>• Warning re floods- scamming is increasing</li> <li>• Forum is running with military children to see how the life impacts them</li> <li>• District polling stations are being changed Filkins will include Holwell and Westwell</li> <li>• Curbridge field opposite Caswell House to be built on – may include a cycle path</li> </ul> <p>33.3 None</p>
34/25	<p>To Accept Minutes of Last Meetings</p> <p>34.1 Minutes for Council meeting on 18 September 2024 have been circulated to Councillors. Accepted and signed by council.</p> <p>34.2 None</p>
35/25	<p>Monthly Working Party Updates</p> <p>35.1 <b>Planning</b> – Cllr Howe, Jones, Robbins</p> <p>35.1.1 No new planning applications</p> <p>35.1.2 Ask planning consultant if he looked at the Fiennes site</p> <p>35.2 <b>Councillors Meeting</b> – Cllr Ford</p> <p>35.2.1 Kingston Bagpuize now doubled in size 300 more houses. Each school class has 45 children – no new infrastructure. OCC cancelled funding for a crossing</p> <p>As a Councillor employers cannot deny time off for training</p>

Signed:



Date:

13th Nov 2024

	<p>Issues with GDPR &amp; FOI – ensure all Councillors use PC emails – do not identify MofP Internal audits – are all about the procedure not the figures</p> <p><b>35.3 Property, Cemetery, Highways</b> – Cllr Jones, Robbins, Ford</p> <p>35.3.1 Heads of Terms Gassons Allotment site – Letter read from WODC- Legal stating it is in line with rent on allotments in our area. Clerk will write back stating the rent on local plots and that we are willing to agree on £150 per annum instead of £300. We could write to allotment holders and inform them of the situation</p> <p><b>35.4 Parish Transport &amp; Highways</b> – Cllr Ford</p> <p>35.4.1 Motorbikes on A361 – Sites have been researched online for motorbikes Congregating – most have to register – A361 is on their maps which in summer months encourage groups of riders to gather. Bike ride is classed as Charlbury TT – Aldsworth – A361 past us. Cyclists are doing time trials on A361 in addition. Traffic monitoring has Been undertaken in Burford – nothing out towards Lechlade since 2019. Cllrs Ford and Howe will work together on letter to TVP</p> <p>35.4.2 Speedwatch – consistently keeps speed levels to a reasonable level – no meeting Yet to ask about superusers. Could we put a dummy camera on the side of the road – check legislation</p> <p>35.4.3 Bus timetable has been sited at bus stop</p> <p><b>35.5 Project List 2024/5</b></p> <p>35.5.1 List has been updated and circulated to Councillor</p> <ul style="list-style-type: none"> <li>• Rural Services Network – listed about 72 grants for tree works. Branching Out states Trees, hedgerows and orchards</li> <li>• Bund – meeting was held – OCC insisting on a newt survey – grass needs to be cut to 15cms before it can take place. Clerk will contact Andrew Cripps but ground probably Too wet</li> </ul> <p>35.6 Village Hall – Emergency plan was mentioned we have moved location to The 5 Alls. Village Hall Chair has contacted OCC direct and say they can use the hall if they book it</p>
36/25	<p><b>Village Matters</b></p> <p>36.1 ACV Nomination -no progress with WODC</p> <p>36.2 Hardcastles Field – no reply from Museum. Licence for storage has been sent</p> <p>36.3 Information board – Ian Grey has been in contact with Cllrs McIntyre and Evans. He will produce draft and costings for next meeting. Cllr McIntyre suggested we ask Cllr Leverton for funding from Councillors priority Fund. Clerk will contact him</p> <p>36.4 Storage at Village Centre – Cllr Howe agreed we would erect shelves and a hinged Counter for the Village Shop.</p> <p>36.5 Defibrillator training – Cllr How will follow up with SCAS</p>
37/25	<p>Finance</p> <p>37.1 Payments for September/October 2024 were resolved and approved. List was signed by Cllr Howe &amp; Ford. Payments will be authorised after the meeting.</p> <p>37.2 Date for next Finance meeting – 30 October 7.30pm</p>
38/25	<p>Next Meeting will be held on 13 November in the village hall committee room. Following meetings will be 2<sup>nd</sup> Wednesday of month 11/12, 09/01/25</p>

Signed:



Date:

13th Nov 2024

## 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>5,688.67</b>	
57	23/07/2024	BACS	Clerks Wages	Clerk Filkins & Brc	-475.60	10,458.67	31/07/2024
56	25/07/2024	BACS	Village Maps	Print Ready Ltd	-90.00	10,368.67	31/07/2024
58	25/07/2024	BACS	PAYE & NI	HMRC	-269.40	10,099.27	31/07/2024
55	31/07/2024	Direct Debit	Street Light Electric unmetered	SSE Enterprise Cr	-208.65	9,890.62	31/07/2024
59	31/07/2024	BACS	Groundsman Wages	Groundsman	-614.40	9,276.22	31/08/2024
47	07/08/2024	BACS	Street Light Drivers	Enervo	-857.38	8,418.84	31/08/2024
48	07/08/2024	BACS	Street Light New	Enervo	-754.75	7,664.09	31/08/2024
49	07/08/2024	BACS	Street Light New	Enervo	-1,246.64	6,417.45	31/08/2024
50	07/08/2024	BACS	Street Light signage	Safety Signs 4 Les	-20.58	6,396.87	31/08/2024
51	07/08/2024	BACS	Vale Wood Tree Survey	Parkfield Tree Car	-276.00	6,120.87	31/08/2024
52	07/08/2024	BACS	Monthly Payroll charge	Topsource	-23.44	6,097.43	31/08/2024
53	07/08/2024	BACS	Platinum Garden expenses	A K Timms	-31.30	6,066.13	31/08/2024
54	07/08/2024	BACS	Groundsman Fuel	Mid Counties Co-C	-25.42	6,040.71	31/08/2024
60	17/08/2024	Direct Debit	Street Light Electric unmetered	SSE Enterprise Cr	-215.58	5,825.13	30/09/2024
62	20/08/2024	BACS	Audit Fee	Moore East Midlar	-252.00	5,573.13	30/09/2024
63	29/08/2024	BACS	PAYE & NI	HMRC	-237.60	5,335.53	30/09/2024
64	29/08/2024	BACS	Groundsman Wages	Groundsman	-486.40	4,849.13	30/09/2024
65	29/08/2024	BACS	Clerks Wages	Clerk Filkins & Brc	-475.40	4,373.73	30/09/2024
66	29/08/2024	BACS	Groundsman Fuel	Barrington Filling C	-25.67	4,348.06	30/09/2024
67	29/08/2024	BACS	Printer Paper	Amazon	-9.60	4,338.46	30/09/2024
68	18/09/2024	BACS	Mower repairs	Mowers Online	-23.54	4,314.92	30/09/2024
69	18/09/2024	BACS	Cork board for bus shelter	Amazon	-89.99	4,224.93	30/09/2024
70	18/09/2024	BACS	Monthly Payroll charge	Topsource	-23.44	4,201.49	30/09/2024
71	18/09/2024	BACS	Village maintenance	A K Timms	-90.98	4,110.51	30/09/2024
9	19/09/2024	BACS	Precept	West Oxfordshire	10,960.00	15,070.51	30/09/2024
10	30/09/2024	BACS	Allotment Rent	Allotment holders	10.00	15,080.51	30/09/2024
72	30/09/2024	BACS	Clerks Wages	Clerk Filkins & Brc	-475.60	14,604.91	30/09/2024
73	30/09/2024	BACS	PAYE & NI	HMRC	-269.40	14,335.51	30/09/2024
74	30/09/2024	Direct Debit	Bank charges	Unity Bank	-18.00	14,317.51	30/09/2024
76	09/10/2024	BACS	Monthly Payroll charge	Topsource	-23.44	14,294.07	
77	09/10/2024	BACS	Groundsman Wages	Groundsman	-614.40	13,679.67	
78	09/10/2024	BACS	RBL Wreath	Royal British legio	-45.98	13,633.69	
79	09/10/2024	BACS	Weedkilling	Complete Weed C	-432.00	13,201.69	
75	31/10/2024		Bank charges	Unity Bank	-5.40	13,196.29	
<b>CLOSING BALANCE</b>						<b>13,196.29</b>	
Value of uncashed entries £-1,121.22					Bank statement should show	£14,317.51	

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CASH OUT

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9/10/2024

Date From : 17/09/2024 VILLAGE CENTRE - FILKINS  
 Date To : 09/10/2024 Details

		Debit	Credit	Balance
Date	Balance B/Fwd :			25430.44
				25430.44
23/09/2024	Sleemans - chemicals	273		25157.44
24/09/2024	Moore Allen	68.4		25089.04
24/09/2024	Moore Allen		475	25564.04
30/09/2024	SSE - swimming pool	615.7		24948.34
09/10/2024	Village shop -cleaning supplies	13.91		24934.43
09/10/2024	MW Swimming pool - new pump	114		24820.43
08/10/2024	Octopus Energy	18.61		24801.82
17/10/2024	Castle Water	27.79		24774.03
				24774.03
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				24774.03
	Bank Balance :			24774.03

Bank Balance		09/10/2024		£24,774.03
COIF Account		30/09/2024		£21,843.80
Petty Cash				£114.00
				£46,617.83
After date payments				£0.00
After date receipts				£0.00
Working Capital 09/10/2024				£37,540.81
Reserves				
			WODC Covid Grant	18657.42
			Kick about field fence	-3090
Playground maintenance	869.6		Bowls Blub wall	-1200
WODC Covid Grant balance	4207.42		VC Garden Trees	-2400
S Pool Membership 30%	4000		Playground	-6000
17581.14			Ground levelling	-1760
	£9,077.02			4207.42

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