

Wednesday, July 12th 2017
The Village Hall, Filkins at 7.30pm.
Un-adopted Minutes

Present: Cllr Jeremy Irwin-Singer - Chairman, Cllr Noelle Walsh - Vice Chairman,
Cllr Rob Bohm, Cllr Roland Jones, Cllr Keith Perry, Cllr Julie Tridgell,
County Councillor Cllr Handley
Three members of the public

1. **Apologies for absence: Cllr McFarlane**
2. **To receive Declarations of Pecuniary Interest – none**
- 3 **The minutes of the** Filkins & Broughton Poggs PC meeting held in May 2017 were agreed by all and duly signed by the Chairman.
- 4 **Matters arising** from these minutes for information only – None
- 5 **O. C. C** report from Cllr Handley
Cllr Handley thanked all for their continued support.

5.1 Unitary Council

Cllr P H reported that the Unitary Council issue is still ongoing and agreed that the worst proposal would be the acceptance of one overall council and to dissolve the Districts as in the current status quo. He believed that Districts were more effective for local areas, in particular the rural outreaches, because OCC has a shortfall of money to fund relevant services and as a result the Districts had seen cuts to services throughout the county.

5.2 O.C.C Cabinet System

He stated that there had recently been a vote to abolish the Cabinet system at OCC. It was unanimously agreed and that O.C.C would return to the Committees system which previously had proved to be more effective.

5.3 RAF Brize Norton

He reported that there are now 8000 Uniforms and the airbase is now the largest airbase in Europe. He commented that this increase has not yet seen an increase in housing being built by the RAF nor improvements to infrastructure.

5.4 Local Road Network

Concerning road improvements he was supporting seven and a half ton limits at Shilton Dip with proposals being considered for roundabouts at Sturt Farm and Brize Norton to alleviate traffic throughout the area and to build a new access road to Brize Norton. This was as a result of a traffic survey of HGV's using Burford High Street. In addition there is a proposal of installing a roundabout on the A361 at Broughton Poggs due to the increased traffic by the RAF at peak times.

5.5 Setting of Precepts

He pointed out the need for small Parish Councils to anticipate an increase in their precept requirements in order to provide their parishes with the necessary services required. For example O.C.C has reduced grass cutting of verges and is now proposing only 2 cuts per year. The Clerk thanked Cllr Handley for reporting the broken speed sign to Highways. Chairman JIS thanked Cllr Handley for his ongoing support for the Filkins & Broughton Poggs Community

6 Adjournment for public participation

6.1 Overgrown Bridle path

Mrs D Blackett raised the issue that the Bridle path was overgrown and that Goodenough Farm had previously mown it. What could be done?

Action: AT

6.2 Bus Route 64

This route ceased in July 2016 because of withdrawal of funding by O.C.C resulting in difficulties for residents, without cars, to reach Swindon via Lechlade or Oxford hospitals via Carterton. AT informed F & BP council that she had been invited, by Lynn Little, Carterton Mayoress, to attend a meeting at Carterton Town Hall. WODC Councillor Henry Howard and Mr Trevor Bayliss, Managing Director of Stage Coach, were in attendance.

This was a lively meeting with over 50 people attending from Filkins and Langford disadvantaged with the cessation of this service.

Various options were discussed at the meeting for re-instatement of this service including re-routing the current number 19 service that runs through Alvescott and Clanfield to include Filkins and Langford.

Mr Bayliss, representing Stage Coach, made it clear that the **64** service had not proved viable to support without a subsidy.

An observation, from the floor, was that not enough people knew about the service as it had not been publicised enough, nor timetables displayed and that the bus company could have done more working with the local communities to promote it. Mr Bayliss agreed to look into this.

Lynn is currently in discussion with O.C.C, G.C.C and Swindon B C to see if any funding may be available on a shared basis. At the same time she is also exploring options of whether Pulhams Bus Company could run a service from Carterton to Swindon and indicated that a large potential sponsor may be interested.

Lynn updated the floor with the minutes from the previous meeting and said that she will be having a meeting with the concerned bodies in mid-October to progress this further. In the meantime she strongly recommended that all should write to her letters which she will present at the October meeting. Lynn's contact details are:

The Town Hall, 19 Alvescot Road, Carterton, OX 18 3JL or email lynn.little@tiscali.co.uk

7 Finance Report**7.1 Cheques to be signed**

Castle Water	133.24	PC
Groundsman Exp	27.23	PC
A K Timms	22.66	PC
S Gould	104.00	VC
SSE Unmetered	111.43	PC
SSE Service	36.75	PC
Sleemans	245.00	VC

At the 30th June the account balances were:

Filkins Current Account: £46,908.45

Filkins Business Account: £15,089.22

Coif Account: £ 1,363.31

7.2 Spend v Budget

The clerk agreed to produce a spend v budget worksheet to allow all to see expenditure against budgeted items on a month by month basis. A report of accounts to be presented at the Parish Council meeting will be provided to Councillors prior to the PC meeting taking place.

Action: AT

7.3 Village Centre Trust Account

Following advice from Filkins & BP Accountants, that the Village Centre Trust should have its own set of accounts and banking facilities, AT informed the Council that she is in the process of applying for a new account, for the Village Centre Trust, with Barclays Bank. This will allow for transparency between the two.

There is a small amount of cash in an HSBC account for the Village Centre Trust and this will be automatically transferred by Barclays into the new account. HSBC does not now have a local bank making deposits of cash etc. difficult.

Once opened, all deposits for the Village Centre Trust will be paid directly into the new Barclays account and not into the current Parish Council current account. All monies for the Village Centre Trust that are in the Parish Council account will be transferred over. **Action: AT**

7.4 Approval of 2016/2017 Accounts

The Chairman presented the audited accounts and explained that the clerk had separated the Parish Council account from the Village Centre Accounts, thus producing two sets of accounts.

This was in order to allow transparency between the two and would provide for better future financial planning and budgeting.

The internal audited accounts at 31.3.17 showed:

Parish Council Account Balance

1. Parish Council Funds	Total	<u>£42,620.81</u>
2. Village Centre Trust	Total	<u>£13,247.15</u>

Available Parish funds **£55,867.96**

7.5 The external auditors have been informed of the submission delay due to the previous meeting in May being held unusually early before the internal auditor had completed the audit and that the audited accounts were not available until the July PC meeting. They were seen and approved by the PC at the July meeting and are to be annexed to the July minutes.

7.6 The annual governance statement was approved by all.

8. Village Centre Trust & PC Premises

It has been reported that the Changing Rooms are damp and need decorating. Action will be taken after a full building survey is undertaken. JIS proposed that the PC instruct a building surveyor to inspect report and advise on the state of the VC Trust and PC premises. Proposal agreed. JIS will instruct a local building surveyor.

RJ agreed to get the gent's toilet redecorated and repaired.

8.2 Playground Report:

ROSPA has carried out their annual safety report of the playground and recommended that the goal posts require painting. Cllr R J said he will arrange to paint them and that Mrs J Jones has kindly offered to provide new nets.

The PC noted that although the two new pieces of play equipment will improve the playground some items will still need to be replaced in due course.

It was also noted that the playground rubbish bin needs replacing.

Action: AT agreed to obtain quotes for a replacement

8.3 War Memorial,

The PC agreed responsibility for the War Memorial.

Action: Cllr R J agreed to obtain quotes for the repair of surrounding paving which is crumbling and could become a hazard if left to deteriorate further.

8.4 Defibrillator

The PC noted a request from the VH committee for an agreement concerning the defibrillator. The PC is happy to consider a draft from the VH committee.

Cllr R J noted that although the defibrillator has been rewired it is still possible to be accidentally unplugged from the wall. He recommended that the sign, "do not unplug" should remain in place.

9. Planning, Cemetery and Highways

9.1 Planning Applications update – new application St Peter's House

9.2 Proposal for Parish Plan and responsibilities

JIS reported that RM had offered to draft a Parish Plan and to consult on its preparation. The PC welcomed this and will consider their involvement when a draft report or survey is available.

Action: Cllr JT offered to liaise with R M.

9.3 Unauthorised headstone in cemetery.

This issue has now been resolved with the family concerned, who have agreed to replace the stone with an approved design and appropriate stone. It was also agreed that the current stone could remain for a reasonable amount of time until the new stone can be replaced. **Action: AT**

9.4 Bund update from meeting 27th June.

AT met with Jonathan Stebbins, from ECT, who has agreed that a fence will be installed before the end of September. He said that he would also organise for the tenant farmer to arrange a cut back of overgrowth before the fence is erected.

ECT to advise when the work is to take place.

Action : Once finished AT will arrange for a survey to be carried out by WODC chief engineer to advise the PC on any other Bund work required.

9.5 Street Lighting update

Work has been scheduled with SSE for mid-August, to replace the light at Broughton Poggs and also the one opposite the Cotswold Woollen Weavers.

In addition, an agreement has been reached between the owners of Bridge Cottage and SSE and work can now be planned to:

- a) To install a LED lantern onto the pole outside Bridge Cottage
- b) To remove the existing obsolete, overhead lamp straddling the junction

Action: AT to put in place purchase order.

9.6 Vale Wood Schedule for works

Cllr KP reported that he has been advised, by tree specialists, that this should take place in February /March.

Action: AT to organise.

10. Discussion of Council Policies and Procedures

The PC appears not to have some formal written policies and it was agreed to proceed to and implement some. The PC is keen to adopt a number of good practices in its PC business. It was agreed to put in place a forward plan concerning a range of policies that are to be considered and agreed by the PC. These will then be published on the village website.

Action: JT to produce outline plan and requirements for the next meeting in August

11 Discussion of a Village Flag

The Council was presented with three design options for a flag. This was an initiative, taken by a local school boy Frasier Bohm, who produced the designs as part of a project.

The Council thought all designs worth merit and agreed with the first choice of the villagers.

They felt that the design may be used if the village required it, e.g. bunting, logo etc.

Action: AT to write a letter of thanks on behalf of the Council

12. Resignation of a Councillor.

Mr Keith Perry tendered his resignation as Councillor after many years' service. The Chairman thanked Mr Perry for his diligence and focus concerning Council Business and said that his expertise will be sorely missed by his fellow councillors. Keith has offered to provide ongoing advice if required and when appropriate.

Action; AT to notify WODC and for vacancy posters to be placed around the village

13. Date of next Parish Council Meetings:

August 22nd

November 21st

January 8th 2018

APM May 15th 2018

There being no further business the meeting closed at 9.45pm

Ann Tyldesley - Clerk

Please address all correspondence to the Parish Clerk

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