

FILKINS & BROUGHTON POGGS PARISH COUNCIL

Minutes of the Annual Parish Meeting of the Parish Council on Tuesday 15th May 2018 at
7.30 pm at The Village Hall, Filkins

<u>APM1/19</u>	<u>PRESENT</u> Cllr Irwin-Singer (Chairman), Cllr Walsh (Vice-Chair), Cllr Robbins, Cllr Tridgell, Cllr Jones, Cllr Ford , Cris Hoad, (RFO), Alison Riseley (Clerk), Oliver Jones, Avril Payne, Ena Constable, Brian and Alison Swales, Tony Woodford, Tudor and Lucille Jones, Richard Martin, Lorraine and Roger Chitty, Andy Hoad, Teresa Smallbone.	<u>ACTION</u>
<u>APM2/19</u>	<u>1 – APOLOGIES FOR ABSENCE</u> Cllr Handley, Cllr McFarlane, Gareth Tridgell, John and Gill Allason, Trish Poole,	
<u>APM3/19</u>	<u>2 – ACCEPTANCE OF MINUTES OF THE LAST ANNUAL PARISH MEETING ON MAY 2nd 2017</u> The minutes of the meeting were distributed, agreed and signed.	Clerk to scan and post to website
<u>APM4/19</u>	<u>3 – MATTERS ARISING FROM THOSE MINUTES</u> None	
<u>APM5/19</u>	<u>4 – CHAIRMANS REPORT</u> The parish councillors introduced themselves. The chairman’s speech covered the progress and dynamics of the council during the past year. <ul style="list-style-type: none"> • The council are trying to adopt best practice policies given the increased burden of regulation budgets for greater financial transparency. • The council has set the budget for the forthcoming year for the Parish Council and the Village Centre. They are now registered as separate entities. • Due to GPDR and efficient management the parish has a designated laptop and records will now be properly managed and stored. • In April the councillors ‘walked the village’ to assess the properties and condition of elements in the village. To improve communication there will be ‘surgeries’ with the members of the Parish. A promise was made to listen and take complaints seriously and act, if and when possible, within the parish’s interest and limitations. • Improvements to date have been the lights onto the B4477. The telephone box has been cleaned. Communications have been initiated regarding the Brize Norton runway. Two new items have been purchased for the playground 	

	<ul style="list-style-type: none"> The bund (notes attached, Appendix B) has been cleared and managed. Communication is open with an efficient water engineer. There is currently a low risk of flooding. Allocation within the budget for repair and renovation of the war memorial, improving the toilets and changing rooms. The bench around will be renovated, saving village history. 	
<u>APM6/19</u>	<p><u>PUBLIC COMMENTS AFTER THE CHAIRMAN'S REPORT</u></p> <ul style="list-style-type: none"> What is the timescale for repairing the War Memorial as it is the 100th Anniversary of WWI in November? Photographs of repair options to be posted on Website. Grants are available, but these won't be available for this year. Is the current condition of the bund sufficient to prevent flooding? The 'bund' is doing its job and within the next year it will deteriorate and will need work within a couple of years. It is currently 'adequate'. Would building bund to original height solve problem. It is not considered to be 'significantly lower', possibly sunk around 3". Vegetation growing in the bund would have a small impact. The engineer will complete a further inspection in April 2019. Flood defences are the responsibility of WODC. An opinion was expressed that sheep in the field should be fenced. During the Broughton Poggs flood in 2007 the culvert under the A361 was blocked leading to flooding. Would another bund the other side of the A361 slow the flow? This was an item that would be further discussed by the parish council in additional meetings. 	
<u>APM7/19</u>	<p><u>5 –TREASURER'S REPORT</u></p> <p>Attached reports, Appendix A, for both the Parish Council and the Village Centre accounts.</p>	
<u>APM8/19</u>	<p><u>5.1 -PUBLIC COMMENTS ON THE FINANCIAL REPORT</u></p> <ul style="list-style-type: none"> What is the money for John Cambridge allocated for? The money is currently earmarked for use in the Village Centre. 	
<u>APM10/19</u>	<p><u>6 – COUNTY COUNCILLORS REPORT</u></p> <p>Report presented by Mr Martin on behalf of Cllr Handley. Double white lines along the middle of the road along the A361 between Filkins and Letchlade. Suggestion of a painted roundabout at the junction of A4477. This would slow traffic to a safer, manageable speed. New slip road on/off A4477 to the RAF base might increase base size, resurfacing of the runway and also freight flights. Prospective 2-3 years until slip road improved.</p>	

<u>APM11/19</u>	<u>6.1 - PUBLIC COMMENTS ON COUNTY COUNCILLORS REPORT</u> B4477 classified as a 'minor route'. West Oxfordshire 'Freight Gateway' information. Diversion "not green". Bridge and road is "not safe" to counteract this. Cllr Ford is working with Filkins Transport Group.	
<u>APM12/19</u>	<u>7 – DISTRICT COUNCILLORS REPORT</u> No report was presented.	
<u>APM13/19</u>	<u>8 – AOB</u> No other business has been communicated to the clerk or the councillors.	

There being no further business the chairman declared the meeting closed at **8.30 pm**.

Date of next ordinary meeting **Tuesday 10th July 2018** in **The Village Hall** at **7.30 pm-9:30 pm** and a further Parish Council Meeting will be held on **27th September**.

APPENDIX A

RFO (Responsible Financial Officer) – Report on Accounts 2017/18

The Parish Council has asked me to present two sets of accounts to you tonight one for the Parish Council and one for the Village Centre expenses. The expanded sheet is available on the table, there is a summary on your chairs.

Parish Council account:

Income- Grant was from OALC to cover expenses in line with the Transparency Code- covering updates to the village website, a laptop, printer/scanner. VAT reclaimed was £2449.80- unfortunately there was an error made at the end of February and an invoice was included that should not have been- therefore £1663.71 is due to be returned to HMRC. The VAT, Grant and increase in Precept account for the rise to £20003.98

Expenditure- New street lights have been the main expenditure this year with two replaced. A third was replaced in April which will go forward to 2018/19 accounts. The other increase was a new mower purchased for the Groundsman. Compliance- is the expenses incurred with the Audit which are down this year. Rents paid refer to the allotment site at The Gassons, the paddock and village hall rental. Total of £14,012.75

Reconciliation: This is represented by brought forward balance, £48612.04. Bank accounts as per your sheet.

Although the balance at the end of the year is £48,612.04 there is £28,335.09 which is allocated by different projects –

This leaves a reserve of £20,276.95. The External Auditor- Moore Stephens recommends a years' precept is kept in reserve so this is just over that.

Village Centre –

Income is mainly from rent – the Museum rent has been paid this year but was not handed over until after year end. The swimming pool had a very good year in 2017 due to the early heat wave. Total income £12,633.16

Expenditure – There was some replacement of the playground equipment at a cost of £8,500. The equipment has been in place for 19 years so is coming to the end of its life and there will be more expenditure here. The Parish Council were very grateful to those who raised money towards the equipment. Total expenditure £14,895.78

With the brought forward balance and income and expenditure it gives a balance of £10,984.53 in the Centre accounts.

If everyone is happy with the accounts could I ask the meeting to accept them.

APPENDIX B: FILKINS BUND

1. I met Lawrence King, floods officer for West Oxfordshire District Council (WODC) at the Bund on April 12th for an inspection.
2. LK informed me of the following:
3. The Bund is an earth and clay bank which controls the flow of water through Filkins and Broughton Poggs from the stream which flows through the villages and known as Broadwell Brook. Water passes through a pipe under the Bund which controls the flow downstream, particularly into Broughton Poggs.
4. The Bund sits in a field, to the west of Saxons Close and adjacent to the Hadge ground, owned is by the Ernest Cook Trust (ECT) and was built after the 2007 flood by WODC. WODC, the ECT and the PC met the building costs unequally.

The clay was taken from a borrow pit, which is now a small pond in the Hadge ground.

5. The main threats to the effectiveness of the Bund's ability to control water flow are its gradual natural tendency to sink, and damage from the weight of grazing livestock, particularly cattle, which also tends to force the Bund down. Burrowing rabbits can also be a threat.
6. In the last 18 months or so the level of the Bund has dropped about 3 inches, but it is doing its job. Without the Bund there would certainly have been more flooding to the villages since 2007.
7. There is no need for any active intervention at the moment and there is no current flood risk in Filkins. The Bund will continue to do its job unless there is another serious flood of the magnitude of 2007 or the

structure of the Bund substantially deteriorates. We have had quite a wet winter in 2017/2018 and the Bund has provided adequate flood protection in this period.

8. The present state of the Bund represented an acceptable flood risk.

9. LK recommended that the PC formally agrees with the ECT as landowners for regular grasscutting and grazing with sheep rather than cattle.

10. A fenced area on the top of the Bund where the pipe is fixed is not essential, unless cattle graze there for long periods, which he does not recommend. A temporary electric fence could be installed if cattle are grazing for any length of time.

11. There should be an annual Bund inspection by WODC as the relevant authority and LK agreed to return in April 2019. He also recommended that the PC might organize strimming teams to cut down grass and other growth on the ridge of the Bund twice each summer. The roots from such growth can damage the structure of the Bund.

12. LK thought that some remedial construction work might be required after his 2019 inspection.

13. There were other steps that could be taken to further reduce flood risk. These included the construction of flood control piping near the culvert where the stream crosses the A361, but this would involve WODC discussions with the landowners. We could discuss this further after the 2019 inspection.

14. LK also informed me that he had flood responsibility not just for WODC but also Cotswold DC, Forest of Dean DC and Tewkesbury.

DRAFT