

FILKINS & BROUGHTON POGGS PARISH COUNCIL

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

<u>1/19</u>	<u>PRESENT</u> Cllr Irwin-Singer (Chairman), Cllr Walsh (Vice-Chair), Cllr Robbins, Cllr Tridgell, Cllr Jones, Cris Hoad (RFO), Alison Riseley (Clerk),  Mr Richard Martin	<u>ACTION</u>
<u>2/19</u>	<u>1 – APOLOGIES FOR ABSENCE</u> Cllr Handley, Cllr McFarlane	
<u>3/19</u>	<u>2 – ELECTION OF CHAIRMAN</u>  Cllr Walsh proposed Cllr Irwin-Singer as chairman and Cllr Tridgell seconded. The motion was passed.	
<u>4/19</u>	<u>3 – ELECTION OF VICE CHAIRMAN</u>  Cllr Irwin-singer proposed Cllr Walsh as Vice chairman and Cllr Ford seconded. The motion was passed.	
<u>5/19</u>	<u>4 – DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST</u>  Councillors are reminded of the need to update their register of interests. No additional declaration of interests were announced.	
<u>6/19</u>	<u>5 – ADJOURNMENT FOR PUBLIC PARTICIPATION</u>  Mr Martin suggested that the agenda should be more transparent, listing items for money to be discussed and spent on behalf of the Parish Council.	
<u>7/19</u>	<u>6 – TO ACCEPT THE MINUTES OF THE LAST MEETING</u>  The minutes of the last meeting, March 13 <sup>th</sup> 2018 were agreed and signed.	Clerk to scan and post to website
<u>8/19</u>	<u>7 – MATTERS ARISING FROM THESE MINUTES</u>  Item 3 of minutes – request for the tree. Request permission from land owner.	
<u>9/19</u>	<u>8.1 – APPOINTMENT FOR COUNCILLORS TO ACT ON</u>  Planning, Environments and Cemetery (Planning applications, building works, dogs and litter, flooding issues & the Bund) – Cllr Jones, Cllr Robbins and Cllr Ford Circulate template with planning application and scan final comments to send to WODC as part of response. Properties and Highways (Roads, traffic, street lighting, grass cutting and properties (Village Centre Land & buildings, War Memorial, cemetery, bus shelter, playground, Hardcastle’s Field) – Cllr Jones, Cllr Ford and Cllr Robbins Swimming Pool – Cllr Irwin-Singer	

	<p>Finance (Income and expenditure)– Cllr Walsh and Cllr Tridgell          Communications (website, data protection, written communications &amp; notices) – Cllr Walsh and Cllr Tridgell          Village Centre, Legal and Public Affairs (Village Centre Trust, legal issues, insurance, WODC, OCC, RAF) – Cllr Irwin-Singer, Cllr Ford          Representative on Village Hall Committee – Cllr Walsh</p>	
<u>10/19</u>	<p><u>9.1 – FINANCE RELATING TO ACTUAL BUDGET SPENDS Y.T.D</u></p> <p>Internal audit signed and agreed.</p>	RFO Cris Hoad to discuss refund with HMRC.
<u>11/19</u>	<p><u>9.2 FINANCE RELATING TO CURRENT FINANCIAL POSITION</u></p> <p>Annual Governance Statement read and signed for Non-Accounting Statements for 2017/2018 checked by Cllr Tridgell and signed by Cllr Irwin-Singer.</p>	
<u>12/19</u>	<p><u>9.3 FINANCE RELATING TO ADOPTION OF DRAFT ACCOUNTS</u></p> <p>Traffic sign being repaired on 17.5.18. Funding not now needed as repaired under warranty.</p> <p>Groundsman costs/ Grass cutting – speak to Chris Maunder to ensure responsibility areas are completed. McCracken asked to complete extra work. Another person possibly required to maintain the village as Mr Maunder intends to retire in next year.</p> <p>John Cambridge Legacy- money to be used in repairing the Village Centre.</p> <p>Strategic Financial Plan required to determine the projected spend over 3 years. Apply for grants – match funding available for projected projects.</p> <p>Nick Owen’s report on roof project. No total costs were included in the report. Councillors to study report to decide priorities?</p> <p>Cllr Jones has received 3 quotes for repairing the War Memorial. Three different solutions ranging from £4,500-£9,000.</p> <p>Replace kickabout fence £2,000 on rec.</p>	<p>Cllr Jones to bring grass cutting to the next meeting regarding a quote form McCracken.</p> <p>Cllr Tridgell, Cllr Walsh and RFO Cris Hoad to look at finances.</p> <p>Cllr Walsh, Cllr Robbins and Cllr Irwin-Singer to look through report, review</p> <p>Put photographs on website of actual damage and possible solutions. Ask for opinions and preference.</p> <p>Cllr Irwin-Singer to speak to ECT</p>

	<p>The budget allocates £5,000 for playground upkeep. Cllr Walsh has been offered help (funds or workmen) to repair playground. Two items still need repair on the back of the RoSPA report. Some items need welding and painting. Basketball needs new backboard and a sign to warn users not to jump or hang. Swings currently pose a risk of injury, so need repairing urgently.</p> <p>Draft Budget approved.</p> <p>Mandate forms needed for Cllr Tridgell, Cllr Walsh and Cllr Jones to be added as signatories for the bank account.</p> <p>SSE putting up maintenance contract increased £362.19. However, non-routine visits are free, but costs incurred are paid for.</p> <p>Cheques presented for approval.</p>	<p>Cllr Jones and Cllr Robbins to check and make safe the swings in the meantime.</p> <p>Insurance to be reviewed by Cllr Irwin-singer and Clerk.</p> <p>Cllr Irwin-Singer and Clerk to review and agree.</p> <p>Clerk to contact Mr Cuthbertson regarding NI and DOB etc for setting up records.</p>
<u>13/19</u>	<p><u>10 – VILLAGE CENTRE PREMISES</u></p> <p>Refurbishment of Village Centre and War Memorial are covered under finance budget.</p>	
<u>14/19</u>	<p><u>11 – CEMETERY AND HIGHWAYS</u></p> <p>Speed signs are being looked at this week.</p> <p>Cllr Ford is liaising with Filkins transport group regarding the RAF runway resurfacing.</p> <p>Cllr Ford to contact and attend the transport meeting on 8<sup>th</sup> June with Cllr Handley.</p> <p>Cllr Ford - Carterton and Broadshire's Public Transport group and will report at the next meeting.</p>	
<u>15/19</u>	<p><u>12 – POLICIES AND PROCEEDURES</u></p> <p>Cllr Tridgell is preparing policies to be presented to the council.</p>	
<u>16/19</u>	<p><u>13 – OTHER SPECIFIC ITEMS</u></p> <p>Cllr Irwin-Singer and Cllr Walsh has done some training for GDPR. Cllr Ford will communicate regarding process regarding GDPR.</p> <p>Village walk about – ensure damaged bench is taken away to be repaired and re-sited. The village sign has been put back up.</p> <p>First surgery is to be held on 6<sup>th</sup> June with Cllr Walsh and Cllr Tridgell. Location to be decided.</p>	

<u>17/19</u>	<u>14 – DATE OF NEXT PARISH COUNCIL MEETING</u>  The next Parish council meeting will be held on July 10 <sup>th</sup> in the Village Hall.  The St. Filica Society meet on the 14 <sup>th</sup> of each month.	
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There being no further business the chairman declared the meeting closed at **9.40 pm**.

Date of next ordinary meeting **Tuesday 10th July 2018** in **The Village Hall** at **7.30 pm-9:30 pm**

**APPENDIX A - PLANNING APPLICATIONS 22/19:**

Monthly Correspondence – 1 to 28 February 2018

**PLANNING APPLICATIONS:**

18/00975/LBC 18/00974/HHD	Mr V Cox 1 Saxons Close, Filkins Lechlade Registered: <b>9th May 2018</b>	Internal and external alterations to include erection of two storey extension and conversion of existing outhouse to incorporate into main dwelling to create utility. Changes to internal layout and repositioning of stairs. <b>Respond by: 31st May 2018</b>
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**PENDING PLANNING DECISIONS**

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