

Filkins and Broughton Poggs Parish Council

Minutes of the Virtual Meeting of the Parish Council on 23rd July 2020 at
7.30 pm

	<p><u>Present</u> Cllr Irwin-Singer, Cllr Robbins, Cllr Jones, Cllr Ford, Cllr N Walsh, Cllr Tridgell Members of the Public: None</p>	
17/21	<p>County & District Councillors report 17.1 District Councillor – Suzi Coul asked if there was anything we wanted updating on let her know and she will 17.2 County Councillor – P Handley asked that Cllr Ford and Clerk visit – there is a proposal to put double white lines down the A361</p>	
18/21	<p>Adjournment for Public Participation 18.1 None</p>	
19/21	<p>Apologies for Absence: 19.1 Cllr Jones and Cllr Tridgell</p>	
20/21	<p>Declaration of Personal, Prejudicial and Pecuniary Interests 20.1 None</p>	
21/21	<p>Minutes 21.1 Minutes of the meeting 21st May 2020 were accepted and signed. It was confirmed that the minutes were signed. 21.2 Matters arising: None</p>	
22/21	<p>External Liaison: 22.1 Street Signage – Cllr Ford reported Broughton Poggs signs are erected signs are of standard WODC size. No comments from Broughton Poggs residents. Hazells Lane – sign is not visible from both directions; this cannot be achieved, and we cannot have a sign on both sides it is not practical. No comments from Traffic Group. 22.2 Gassons Allotments – Cllr Irwin-Singer has counterpart Lease will deliver to Clerk as WODC have lost their copy. No risk to us as rights while current carry on after 21years. No communication from WODC re any different plans. 22.3 Gassons ramp- WODC have said on 3 occasions they would come and inspect but they have not been out. We will go back again and ask them. 22.4 Cemetery – We had decided to carry out works to the cemetery path and trees. It was proposed and agreed that the Groundsman should be approached to see if he would undertake this additional work in October once his summer contract has come to an end. Cllr Robbins and Cllr Jones to liaise and discuss with Groundsman. 22.5 Villager Bus Service – notice in newsletter and regular users came back and said they wanted to use it again. This was feedback to Keith Gowring. This is just to confirm that we wanted to keep the service. Social distancing restrictions may make this unviable but we hope it will be back by early autumn. 22.6 Telephone box- phone has been removed. Contract not yet returned but it is now in ownership of the Parish Council. Three proposal have been received for its future usage, two for book swaps and another for a book library. It was proposed and agreed that a notice should be placed in the St Filica Newsletter to request any other proposed uses, we will then look for a consensus on a preferred option. An offer has been received from a village resident to re-paint the phone box. Cllr Jones was happy to get a working party together to do refurbishment – paint and replace glass. It was suggested that we have it</p>	

Signed:

Date:

	<p>taken away and refurbished and fitted out properly. This would probably be beyond our budget. Cllr Ford will ask Cllr Jones to have a look at it and see what works need carrying out to make it presentable and watertight.</p> <p>22.7 Next meeting with ECT- 3rd September 10am. Cllr Ford and Walsh will meet at the Village Centre. C. Payne will also attend to ask about funding. We will also ask about pollarding the willows at the environment pond, to ask their permission as they are getting very tall.</p> <p>22.8 Horse Chestnut trees – we will raise this topic during the meeting and discuss.</p> <p>22.9 Action Plan review- this will be postponed and revised for September meeting as we have other items that need to be discussed.</p>	
23/21	<p>Planning, Cemetery & Highways:</p> <p>23.1 The building at The Haven was questioned it is very imposing on the Bowls Club is it being built as per the permission with the “porthole” window. Clerk will check plans.</p> <p>23.2 20/01167/FUL – Prospect Cottage – awaiting decision</p> <p>23.3 20/01328/LBC – The Old Bull- awaiting decision</p> <p>23.4 General Building and Renovations throughout the village – we have had enquiries concerning potential buyers as to what building works we would object to. We asked they came forward with a plan before we could comment. Two village properties have been highlighted to us that listed building consent may not have been obtained. Article will be put in newsletter concerning works. As we live in conservation area and many buildings are listed – listed building consent is required for any structures anywhere within the property curtilage. Cllr Robbins will check the regulations on listed buildings and the Planning Policy will be reviewed and revised accordingly. Cllr Robbins and Cllr Irwin-Singer will look at for the next meeting.</p>	
24/21	<p>Groundsman:</p> <p>24.1 Equipment and mowers: mower we have has been fixed twice. Now we have a groundsman who is extending his duties and area we should look to buying a new mower. Replacement like for like would be approx. £550. To cope with the kickabout field a heavier duty mower may be required, previously the Parish Council did have a meadow cutter.</p> <p>Cllr Robbins reported that the kick about field is very uneven – the preference would be to extend the kickabout field as the fence is falling down and a gate could then be inserted so it could be accessed with a small tractor to level it out. It was proposed and agreed that this should brought up at the meeting in September with ECT – but we will approach Andrew Cripps first to ensure he has no objection. Cllr Robbins would draw a plan for Clerk to send with a letter.</p> <p>24.2 Cllr Irwin-Singer has drafted a contract. All agreed Proposed version circulated is approved and Clerk will ask Les Goward to sign. It will be dated the day it is signed.</p>	
25/21	<p>Finance:</p> <p>25.1 Cheques paid list was presented by the Clerk and list furnished to Councillors before the meeting. The cheques and invoices were scanned and sent to Cllr Irwin-Singer, Ford, and Walsh as per our Scheme of Delegation. The bank balance for the Parish Council account is £58,418.96. There was one cheque for the Village Centre account. The bank balance for the Centre is £22,416.28. The cheques were agreed, and counter signed. £20k has been moved from current to deposit account.</p> <p>25.2 Internet banking has now been activated with Cllrs Ford and Irwin Singer. The next set of payments will be online and Clerk will advise Councillors to authorise.</p>	

	<p>25.3 Budget & 3 year projection were supplied before the meeting- all on track at present. Due to Covid 19 current 2020 expenditure is lower than forecast. This allows for some flexibility such as increasing budget for mower.</p> <p>The Village Centre budget refurbishment figures have been taken out and advised separately for clarity. Income is down as swimming pool income was reduced to £1k but this will be reduced to zero. Playground expenditure will be reduced for this year – no expected spend additional cost this year except for maintenance until we get a proposal from CLP. A 3 year project plan should be developed in conjunction with the CLP plan and projects arising. Cllr Ford reported that we have had a financial meeting between meetings and we will continue to do that.</p> <p>25.4 Charity return for Village Centre 2019/20 has been submitted.</p> <p>25.5 Cllr Ford has been added to the mandate. Internet banking has been activated. Cllr Ford and Irwin Singer have also applied and Cllr Walsh and Tridgell will be completing theirs.</p> <p>25.6 Village Centre Trust Grant-Covid-19 we did apply as they opened it to charitable rate relief. We were not accepted and there is no right to appeal. We applied for loss of earning from the swimming pool. We continue to look for avenues for our income but we were rejected on this occasion. Correspondence received from WODC they are refunding our rates payment for this year £829.44. Some Councils have re-issued requests for funding. Clerk will investigate.</p>	
26/21	<p>Village Centre Premises</p> <p>10.1 Cllr Robbins reported he had reviewed the existing quotes and working on the lowest of these revised the previous specification to only cover the refurbishment of the toilets, leaving the changing rooms as they are then looking to save approximately £10k. He has spoken to the builder who is happy to look at it again and provide a revised quotation. It is expected this will be approx. £30k or under. As painting has now been taken off the quotation to reduce costs this will now be undertaken by a working party. The point was raised as to whether Charlie Payne, in seeking to secure extra funding for the project, would three quotes be required? It was suggested Charlie will submit the quote we accept. This still seems to be a high sum but with the grants and our £2</p> <p>2k it is feasible. The plan would still be to refurbish the changing rooms at a later stage if funding can be sourced. The revised quote will be requested as soon as possible in order that we can progress the project, timing dependant on whether the pool will actually be allowed to open due to Covid 19 this year. All Councillors agreed the project should be progressed as a matter of urgency.</p>	
27/21	<p>Village Matters:</p> <p>27.1 Bund Maintenance: We need to look and review the bund this year - £1k of funding was given by WODC. Do we liaise with Andrew Cripps- could ask Les Goward to trim. Cllr Robbins has done one cut so brambles did not grow into it. It is in good condition. Thanks to Cllr Robbins – we may need to look at the top where it has settled down. It may need topping up to maintain correct height. Cllr Robbins does not know the parameters it was built to but will contact Ian Grey and ask for the height.</p> <p>27.2 Communication- it was noted that some people interpret the notes in the newsletter as minutes- we need to put a title that it is an overview and not the minutes. They are only comments from the meeting – Notes on the Parish Council meeting. It suggested that the Parish Council could look at additional ways to inform the residents of activities being undertaken using a more immediate means, alongside the website, such as a dedicated Facebook page with updates only posted by Councillors. It was proposed the Communications Working Group could investigate this. so we can</p>	

	immediately update villagers alongside the website. Alternatively posting on the Covid Group Facebook page a possibility, with their approval.	
28/21	<p>Matters relating to Parish Council & Village Centre Trust properties:</p> <p>28.1 All Councillors should have seen in reaction to Government relaxing rules on playground we contacted Alan Law for his professional advice on opening the playground. Based the review he provided to the Council the decision was made not open the playground as we could not fulfil the requirements – access points, cleaning of equip, social distancing rules, etc. These requirements have not changed and therefore, for the foreseeable future it was proposed the playground will remain closed. Agreed. This will be reviewed regularly. Swimming Pool – Cllr Robbins – Swimming Pool Committee did hold a meeting and a list of items were raised- part of the committee want to re-open. Cllr Ford would be happy to approach Alan Law again if required however, current guidance states that no more than 1 person for every 3sqmtr and only lane swimming not fun swimming are permitted; social distancing and number restriction in the area around pool and If it did re-open it would take 2 weeks to get the water safe it was deemed opening was not a practical or commercially viable option. It would also invite other villages to visit Filkins which is not thought to be correct under the current regulations. As Trustees of the Village Centre Councillors are responsible for the swimming pool and with Government Guidance as it currently stands it was agreed by to inform the Swimming Pool Committee the pool should remain closed for the remainder of this season. Cllr Ford will furnish Swimming Pool Committee with legislation information if required to support this decision.</p> <p>28.2 Refurbishment – Cllr Robbins reported builders have revised their quote which is now £23k to cover new ladies and gents toilets – gents changing room will be kept as is for present and an accessible toilet will be added – costs of materials for this toilet will be added to the quote for grant applications. Doorway to accessible toilet is wide enough for wheelchair access. Cllr Robbins will liaise with C Payne costs will be added to the quote but the swimming pool will cover the additional finance. The amount being applied for will not be increased. Time frame is not a problem for the builders.</p>	
29/21	Next Meetings will be held on 7 th September and 4 th November 2020. Please note revised date for November.	