

## Filkins and Broughton Poggs Parish Council

Minutes of the Virtual Meeting of the Parish Council on 4<sup>th</sup> November 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: Cllr S Coul, R Martin R Higham, P Gray</p>	
	Clerk reminded all present of the protocol for virtual meetings.	
43/21	<p>County &amp; District Councillors report 43.1 District Councillor – Cllr Coul reported District Council it is always nice to meet face to face but virtual meetings do make it easier to attend coming from one meeting straight to another. Most of WODC’s work currently is concerning the new lockdown – helping the clinically extremely vulnerable. Cllr Coul has just joined the Cabinet for Health &amp; Leisure and has just overseen the leisure centres closing again. All confusing as not sure how long it will last. Covid rates were rising before lockdown and we don’t know if we will be in Tier 2 after this finishes. One piece of good news – Community Grant for Village Centre refurbishment has been put forward and will be presented to the Cabinet on 18<sup>th</sup> November to be agreed. Cllr Ford said the conclusion is eagerly awaited as our builder is awaiting confirmation. Unitary Council arrangements have been cancelled at present – this is not thought to be a good thing for WODC &amp; Oxfordshire. 43.2 County Councillor – P Handley stated he could not use Zoom so could not attend.</p>	
44/21	<p>Adjournment for Public Participation 44.1 R Higham: Crab apple trees are not they are pears. One is not near where the cars park. P Gray: Is attending to discuss the possible siting of a shed at the Village Centre. Cllr Ford instructed item will be moved up the agenda and P Gray will be asked to comment then.</p>	
45/21	<p>Apologies for Absence: 45.1 None</p>	
46/21	<p>Declaration of Personal, Prejudicial and Pecuniary Interests 46.1 None</p>	
47/21	<p>Minutes 47.1 Minutes of the meeting 7<sup>th</sup> September 2020 were accepted by a show of hands and signed. It was confirmed that the minutes were signed. 47.2 Matters arising: J I-S – paragraph 30.1 record in third person. 35.1.3 We make comments to WODC – owners proceeded in breach of permission, we complained and WODC are now going for retrospective permission ignoring our comments. No this is not correct. 37.2 Cllr Irwin Singer has written to WODC a 5<sup>th</sup> time concerning the ramp at The Gassons and again they have said an Officer will inspect – Cllr Coul has offered to help and get the inspection carried out. By next meeting it is hoped we will have confirmation from WODC if they consider the ramp dangerous or not.</p>	
48/21	<p>Structure of Future Meetings 48.1 Most Councils have monthly meetings- as they are not on regular dates some members of the public do not remember. The suggestion is that we hold monthly meetings on the 2<sup>nd</sup> Wednesday of the month. This means the gaps will not be so large if you miss a meeting and every 2<sup>nd</sup> meeting will be a shorter Parish Council meeting followed by a Village Centre Trustees meeting. So Village Centre items can be held afterwards we will be able to transact more business in a Parish Council meeting. That is the proposal-this came about as the last minutes were very long and extensive and this will stop this happening, be more concise and we will be able to re-visit items more quickly. All Councillors agreed that it will be much better to meet regularly and separate</p>	

Signed:

Date:

	<p>our Trust responsibilities from our Parish Council ones. This will be implemented from now and this meeting will be followed by a brief Trustees meeting. December meeting will include the Trustee meeting following as we will have the outcome of the Grant. Clerk will circulate a schedule of meetings and advertise on the website.</p>	
49/21	<p>Siting of shed for Museum use:  49.1 This item was brought up the agenda as P Gray was asked to attend to talk about Museum requirements. P Gray reported initially the museum store where larger historic items were kept was in Goodfellows Yard, this was then moved to Macaroni Woods but again, this is looking to be developed so the Museum have to move. Is there a notice period at Macaroni Woods. No and ECT are looking if they have any alternative storage, but it is thought this will need to be done by December 2021. The Museum would like to keep their storage within the village if at all possible and ask the Parish Council to consider them siting a shed on the old flat garden at the back of the Village Centre. The size would be that of a double garage which would having shelving throughout. It would need a solid base and a wooden framed unit. This land is owned by the Village Centre Trust. If permission is given the museum would start to do detailed planning and put a proposal forward. Cllr Ford asked who would provide the building – museum. Which would mean a museum building would be placed in our grounds. The museum looked at the old reading rooms for an office but they are now intending to have this at the old bicycle shop at Fox House. The change of use is being considered and this is self contained with ECT. P Gray added another suggestion which is not coming forward was that the Fox Trust would build units at the back of the Village Hall on ECT land and the museum could rent one of them from the Fox Trust, but this is not being talked about now. Fox House area is not big enough – it will only contain the Office and some storage for textiles. It is about 2/3rds size of a single garage. We are trying to cut down items we keep but we need something of 30’x20’. Cllr Jones suggested that the base alone would cost ~ £2.5-3k, and the shed approximately the same. Unless we can store the items and contain them it puts pressure on the museum and it does predict the future of the museum. Does the museum have enough capital to do these works. The museum does have some money, approx. £5k, and would raise funds for the rest. Have the museum considered the storage units at Bampton which are totally dry. It maybe they have to look at this as an alternative but want to keep their items in the village if possible. In summary the museum are asking for a location within the village to erect their shed. Museum did think that they might go to Hardcastles Field but it is very wet and integrity of items could not be guaranteed. If you have any drawings please forward them to us with details on height etc then we can consider but please keep in touch on your timescales. We will look into this and come back to you.</p>	
50/21	<p>Planning, Cemetery &amp; Highways:  50.1.1 20/00048/PENF – Lane End House - still awaiting for retrospective permission. This does not have to be done for 4 years. They are carrying on with the building and we have to wait. There was an agricultural building on the site initially and they say they are going to replant trees. Will continue as ongoing until it is applied for. Cllr Coul reported WODC are about to give a date when application needs to be received, if application not received then enforcement will begin. When we receive the application our comments will be submitted so it goes to Committee. Cllr Coul will also be copied in.  50.1.2 20/1849/HHD – Stable Cottage Broughton Poggs – approved  50.1.3 20/02096/FUL &amp; 20/02097/LBC Fox House – awaiting decision  50.1.4 20/02517/FUL – Oxleaze Farm – awaiting decision. Cllr Jones reported it looks like a good conversion continuing a theme.  Cllr Jones: Retrospective Planning seems to be becoming more and more acceptable and then going for retrospective after they have built.</p>	

	<p>50.2 Planning Policy – Clerk has re-drafted Planning Policy. This was circulated before the meeting. All agreed that this would be adopted. Best we can do to preserve the fabric of the village to do the sort of things residents want us to do within the very limited powers we have. Document shows we are doing what we can and treat items objectively and the same process is followed for each application.</p> <p>50.3 Cemetery- Gravel path &amp; trees – Cllr Jones reported he had spoken to two contractors and waiting for quotes should be in by next week. Trimming trees, taking path to end with kerbs. Do we have any idea on costs at the moment. Cllr Jones will email as soon as it has arrived so this can be added to precept. Clerk suggested we could approach Bowood Tree Care for third quote - they did works in Vale Wood.</p>	
51/21	<p>Village Matters:</p> <p>51.1 Bund Maintenance – Cllr Robbins has cut the grass twice through the year. We need to arrange another date with Lawrence King to come and inspect. Cllr Irwin-Singer will also attend the meeting as he was involved before.</p> <p>51.2 CLP update – Cllr Ford reported that as last time E Keating has resigned as Chair but wants to stay on the Committee. The Committee were all contacted and asked if they wanted to take the role but all declined. The Parish Council then contacted Teresa Smallbone, who instigated the May 2019 meeting and had been involved in 2015, and, after discussions with her, the 2 Councillors representing the Council on the CLP Committee asked her if she would stand. The other reason she was approached was she was one of the candidates who came forward when the original Committee was formed in late 2019. This was agreed by the Parish Council and we are very grateful that she has agreed and look forward to working with her. Cllr Walsh will replace Cllr Ford, to avoid conflict as she now stands as Chairman, as the Parish Council representative to work alongside Cllr Tridgell.</p> <p>51.3 Telephone Box – We have the suggestions as library/book exchange, it has also been suggested we use it as an ATM, defibrillator site (but no power) , or an information centre (could we make this interactive) with maps of the village, footpaths, village info and house locations and lastly a press button telephone – all the fittings are still there - with the original number of Filkins 326. It will always be damp. In different villages they are libraries, and we need to make it water tight. We do need to refurbish it first would we send it away or do in situ – we could take it to be sand blasted. Clerk will investigate companies. Cllr Jones will also look at costs of sand blasting.</p> <p>51.4 Trees outside Bulls Close – We have received a complaint from a resident of Bulls Close about the fruit trees, they are damaging cars when the fruit drops and make the pavement very slippery – also the branches have fallen in the last wind and fell onto cars. Our Groundsman did some work on the branches to remove them. If we remove them we will need permission – Clerk will find out if Cottessway Housing Association own them and if so we could ask them to remove them or ensure they clear up after them.</p> <p>51.5 Dog Fouling – The bin at the end of Rouses Lane was full – they missed one collection and when I reported it on the Friday they emptied it on the Monday. There have also been reports on dog fouling by the bus shelter. We have put a note in the newsletter.</p>	
52/21	<p>External Liaison:</p> <p>52.1 Meeting was held with ECT – Mike Bernie and Nick Lawson– Cllr Ford and Walsh attended and also C Payne to talk to them concerning the refurbishment at the Village Centre. Point of discussion was also the possibility of extending of the kick about field with the addition of a gate and replacing the fence. Nick Lawson was going to meet with Andrew Cripps but it had to be re-scheduled. We did contact Andrew direct but we did not receive a reply. Also the willows at the environment pond, one of which has split and they will send a tree surgeon to look at them. The bund was also looked at as it is on</p>	

	<p>their land and it was a very conducive meeting. They are interested in working with us on items from the CLP and it is important we keep the relationship and meet regularly. They were handed our proposals for funding and given the plans and they will look and consider helping as we had already raised a large amount of money.</p>	
53/21	<p>Groundsman: 53.1 Les Goward was asked to do one more cut around the village and done some strimming and leaf blowing – 22hrs of work this month. Path down B4477 may need clearing again, leaves need clearing by Church and Broughton Hall wall pavement. Cllr Robbins will talk to him.</p>	
54/21	<p>Finance: 54.1 Clerk has circulated the cheque list for 7<sup>th</sup> September until 14<sup>th</sup> November and this has also been posted on the website. Clerk went through the list of expenses which included an extra payment to Les Goward for a tax refund, Clerks wages, WODC dog bins and Gassons Allotment rent, Street Lights and HMRC. Current account balance £19,794.46, deposit account £45,178.75 less uncashed cheques and allocated cash leaves a surplus of £34,476.24 so far this year. Village Centre account only one payment to Sleemans for closing the pool. COIF account £1383.06, current account £20,903.12 one uncashed cheque leaving a surplus so far this year of £12,813.68. 54.2 Precept figures second draft – sheet was circulated and is also online. Look at more fully next month when we have our quotes through for cemetery works and the phone box. Income projected at £20,118 a couple of items changed new lights for next year could be postponed if we wanted to reduce our expenditure. We need to understand that the precept we receive only just covers our outgoings that are obligations. They are almost pre-allocated so there is not much flexibility for special projects unless we raise the precept. One floating item is the grass cutting at The Gassons which is £200 as we had no alternative but to cut this ourselves this year. We received some maps from OCC Highways on areas they cut which the Clerk translated onto the new map. Clerk needs Cllr Robbins and Jones to mark the areas that are currently cut by Les so we can claim the grant for these. The query we have is the land at the Gassons – OCC usually cut this when they do the rest of the village and then cut the area at the end off the Gassons and Hazells Lane. They have this second area marked as theirs but not the large area of grass. Clerk has contacted OCC and asked them for clarification – they say they don't cut it and will find out who does. This may be Cottesway Housing but we are awaiting confirmation. Groundsman would not be able to cut this we would still need to contract out – we don't have a choice but to cut this ourselves as it grows so quickly, you can't see down the road and whoever cuts it only does it once a year. If we applied for the Grant for areas Les is doing now we can apply for that for payment next year.</p>	
55/21	<p>Action Plan 55.1 For next meeting</p>	
56/21	<p>Matters relating to Parish Council &amp; Village Centre Trust properties: 56.1 Playground is open again. This does not need to close with the lockdown this time only tennis courts and basketball courts are closing. Well done for opening – all signage has been posted as per Cllr Tridgell's guidance. 56.2 Museum shed was discussed in item 49/21- 56.3 After Ena's retirement there are still ongoing talks with the Post Office about a service running. Mobile unit is not possible, but an outreach Post Office may be able to take on Filkins. This would be to start one morning or afternoon – not on a Wednesday- as the bus service runs – when not closed. They are coming for a site visit on 11<sup>th</sup> November. Ena has her audit on 9<sup>th</sup> November when I am meeting her to take the keys</p>	

Signed:

Date:

	and be shown how the alarm works. The equipment is staying in place currently. It was not viable for the applicants who wanted to take it could do. Cllr Tridgell thanked Cllr Ford for the many hours of chasing. There have been many mixed messages in the closure, and they are very positive about keeping it going. It could be run if someone wants to take responsibility and then villagers man it from day to day. Alan Heath expressed an interest in combining something with the shop to keep it going. We will be able to report back at the next meeting.	
57/21	Next Meeting will be held on 9 <sup>th</sup> December 2020. Then every 2 <sup>nd</sup> Wednesday of the month. Decembers meeting will be a Parish Council followed by a Village Centre Trustees meeting.	