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## Filkins & Broughton Poggs Parish Council

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*Please address all correspondence to the Parish Clerk:*  
Mrs. Christine Hoad, Wynwood Filkins, Lechlade, Glos. GL7 3JG  
Tel: 01367 860388 E mail: clerk@filkins.org.uk

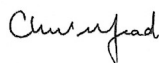
2 June 2023

You are hereby summoned to attend the next meeting of Filkins & Broughton Poggs Parish Council which will be held on Wednesday 14 June 2023 at 7.30pm in Filkins Village Hall Committee Room. Members of the public are invited to attend.

1. Apologies for Absence and to receive Declarations of Pecuniary, personal or prejudicial interest in respect of matters contained in the agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers.
- 2 Minutes
  - 2.1 To accept minutes of last Parish Council meeting 15 May 2023
  - 2.2 Matters for information only arising from the last minutes
- 3 Open Forum
  - 3.1 County & District Councillors report
  - 3.2 Adjournment for Public Participation. Members of the public wishing to speak will each be given the opportunity to address the council for 3 minutes.
- 4 Planning, Cemetery & Environment - **Cllr Howe, Jones, Robbins**

**Applications received after the agenda has been posted but on the WODC website may be discussed at the meeting.**

- 4.1.1 23/00083/FUL Land on A361 Broughton Poggs - awaiting decision
  - 4.1.2 23/00565/FUL & 23/00566/LBC Manor Farm Cottage Broughton Poggs - Retrospective awaiting decision
  - 4.1.3 The Old Bull - appeal
  - 4.1.4 3 The Coach House - Retrospective for works taken place - discussion
  - 5 Monthly Working Party updates
    - 5.1 Property & Highways - **Cllr Jones/Robbins**
      - 5.1.1 Platinum Garden - progress report
      - 5.1.2 Taylors Close- Lease & Fencing - Update
      - 5.1.3 SSE Telephone Box - Update Cllr Howe
      - 5.1.4 Pump House roof - progress report
    - 5.2 Swimming Pool - **Cllr Robbins/McIntyre**
    - 5.3 Village Hall - **Cllr Walsh**
    - 5.4 Village Shop - **Cllr Walsh**
  - 6 Village Matters
    - 6.1 Street Lighting - Update **Clerk**
    - 6.2 Bonfires on allotments at The Gassons - **Clerk**
    - 6.3 Road Closure - Rouses Lane 14-18 August 24 hrs Trench and chamber installation works.
  - 7 Finance - **RFO**
    - 7.1 To resolve and approve the payments for April /May 2023 - Parish Council & Village Centre and account balances
    - 7.2 Change to Mandate - Barclays bank  
Audit -
    - 7.3 Acceptance of the Annual Governance Statement
    - 7.4 Acceptance of Accounting Statements
    - 7.5 Report on Internal Audit
  - 8 Community Emergency Plan - **Cllr McIntyre/Robbins/Howe**
- Confidential item:**
- 9 Clerk's Remuneration - Review of hourly rate
  - 10 Date of next Parish Council meetings 12/07, 13/09, 11/10, 08/11, 13/12



Cris Hoad  
Clerk to the Council

## Filkins and Broughton Poggs Parish Council

Minutes of Meeting of the Parish Council on 14 June 2023	
	<p><u>Present</u>  Cllr Howe, Cllr Robbins, Cllr McIntyre, Cllr Evans Cllr Walsh  Members of the Public – 1 Cllr N Leverton</p>
15/24	<p>Apologies for Absence:  15.1 Cllr Jones, District Councillor Edward James</p>
16/24	<p>To receive Declarations of Pecuniary, Personal or Prejudicial Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers  16.1 Cllr Howe – Platinum Garden</p>
17/24	<p>To Accept Minutes of Last Meetings  17.1 Minutes for Council meeting on 15 May have been circulated to Councillors. Accepted and signed by council.  17.2 None</p>
18/24	<p>Open Forum  18.1 District Councillor:</p> <ul style="list-style-type: none"> <li>• After election alliance between 3 parties showing cracks</li> <li>• Development Control Meeting – lack of supply of housing but not evidence based- without this every application for new housing will be passed.</li> <li>• Eynsham P&amp;R – archaeological site found so work will have to stop</li> <li>• WODC starting to charge for parking on their sites- need to receive some revenue to recover from 2.5yrs of rates relief.</li> <li>• RAF Brize Norton handed over colours from 47 Squadron after 110 years. Parade attended by Princess Royal</li> <li>• Hercules completed flight round bases in UK – 22 A400's will take their place</li> <li>• Chasing date for B4477 road resurfacing</li> <li>• REMA North – some married quarters some housing to be sold to RAF personnel. Short of houses so they have bought properties in Bampton and Faringdon.</li> <li>• Armed Forces Veterans meeting in Carterton – encourage people to go – help with mental health available.</li> </ul> <p>18.2 County Councillor:</p> <ul style="list-style-type: none"> <li>• LTN's are delaying emergency services – 2 people who introduced the scheme have been asked to resign.</li> <li>• Botley Road still closed. Open in October 23 but then closed again April-Oct 24</li> <li>• Initiative to discourage vaping some have 4-5 times the amount of nicotine than cigarettes</li> <li>• NHS tackling obesity – with education</li> <li>• Initiative to start flow of skill sets in hospitals between Bucks, berks and Oxon.</li> </ul> <p>18.3 None</p>
19/24	<p>Planning &amp; Cemetery  19.1 23/00083/FUL Land on A361 Broughton Poggs – awaiting decision  19.2 23/00565/FUL &amp; 23/00566/LBC Manor Farm Cottage Broughton Poggs – Retrospective awaiting decision  19.3 The Old Bull – appeal still ongoing  19.4 23/01323/LBC 3 The Coach House – awaiting decision  19.5 23/01165/HHD Corner Cottage – awaiting decision  19.6 Pear Tree Barn – concerning over stone walls – planning committee will visit</p>

Signed:



Date:

14th July 2023



20/24	<p>Monthly Working Party updates</p> <p><b>20.1 Property &amp; Highways – Cllrs Howe, Jones, Robbins</b></p> <p>20.1.1 Platinum Garden – edging has been re sited and weedkilling done ready for rotavating and levelling. Walnut tree will be transplanted from kick about field and plan has been updated to include wild flower “meadow”. Hayes Palmer grant application submitted.</p> <p>20.1.2 Taylors Close – Waiting for M Simpson to re align the fence</p> <p>20.1.3 SSE – CEO of SSE has been contacted – head of admin is investigating <b>Action: Cllr Howe to follow up</b></p> <p><b>20.2 Swimming Pool – Cllrs Robbins, McIntyre</b></p> <p>20.2.1 Membership all sold in 1 month</p> <p>20.2.2 Pump House Roof – waiting for M Simpson</p> <p><b>20.3 Village Hall – Cllr Walsh</b></p> <p>20.3.1 Meeting in 2 weeks – lettings down 50% asking for ideas of how to market the hall.</p> <p><b>20.4 Village Shop – Cllr Walsh</b></p> <p>20.4.1 Nothing to report</p>
21/24	<p>Village Matters</p> <p>21.1 Street lights – Parts have arrived for lights 5 &amp; 12. These will be completed on 3 &amp; 4 July. Tenants and Landlords have been advised.</p> <p>21.2 Bonfires on allotments at The Gassons – several complaints were received by the Clerk concerning a couple of bonfires – smoke and being unattended. The agreements are now due so the wording will be changed. Only waste from the allotment to be burnt and always attended.</p> <p>21.3 Road closure in Rouses Lane 14-18 August. Clerk has contacted them to ask for more details on access for pedestrians.</p> <p>21.4 CLP meeting being held in village hall on 2 July – hopefully it will be well attended and more opinions put forward.</p>
22/24	<p>Finance</p> <p>22.1 To resolve and approve payments for May/June 2023. List was signed by Cllr Howe &amp; Evans. Payments will be authorised after the meeting. Account balances to end of May Parish Council £16831.94 Current, £37077.69 deposit. Village Centre £39997.82 Current and £1218.70 COIF</p> <p>22.2 Mandate in process of being updated</p> <p>22.3 <b>Audit</b> Part 1 Acceptance of Annual Governance Statement – This was read and agreed by council. Duly signed by Chair and Clerk</p> <p>22.4 Part 2 Accounting Statements – The figures were checked against the bank reconciliation and agreed by council. Having previously been signed by RFO this was signed by Chair</p> <p>22.5 Internal report was carried out by Mary Bohm – nothing to report</p>
23/24	Community Emergency Plan – Cllr McIntyre will report at next meeting
24/24	Bio-Diversity Survey – the deadline for replying has been extended. Cllr Evans will look at. Cllr Walsh asked about an article carried out 6 years ago by Lee Bennett. This has to be on land owned by us and his article was on ECT land.
25/24	<p><b>EXCLUSION OF PUBLIC</b></p> <p>The Committee is asked to consider passing the following resolution: "That under Section 50A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A of the Act."</p> <p>25.1 Clerks Remuneration – discussion was held between councillors. Agreed new rate from July 2023</p>
26/24	Next Meeting will be held on 12 July in the village hall committee room. Following meetings will be 13/09, 12/10, 08/11, 13/12. Please note change of date for October

Signed:



Date:

12th July 2023

## Filkins &amp; Broughton Poggs Parish Council

## Transactions for Current Account

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			<b>STARTING BALANCE</b>			<b>9,197.65</b>	
1	04/04/2023	Cheque	SSE Wayleave	SSE Services plc	7.61	9,205.26	27/04/2023
1	12/04/2023	BACS	SSE Unmetered Electric	SSE Enterprise Cr	-253.36	8,951.90	27/04/2023
2	12/04/2023	BACS	Platinum Garden	A K Timms	-14.69	8,937.21	27/04/2023
3	12/04/2023	BACS	Platinum Garden	A K Timms	-58.67	8,878.54	27/04/2023
4	12/04/2023	BACS	Platinum Garden	Matt Simpson	-766.80	8,111.74	27/04/2023
5	12/04/2023	BACS	SSE Street Light Maintenance	Enervo	-56.75	8,054.99	27/04/2023
3	17/04/2023	BACS	Precept payment	West Oxfordshire I	10,250.00	18,304.99	27/04/2023
8	20/04/2023	Direct Debit	Payroll Monthly Fee	eSlip Payroll	-21.95	18,283.04	26/05/2023
2	24/04/2023	BACS	Grass cutting Grant	Oxfordshire Count	1,073.00	19,356.04	27/04/2023
5	24/04/2023	BACS	Village centre admin payment	Village centre	1,350.00	20,706.04	27/04/2023
17	26/04/2023	BACS	Annual Management Fee	Village centre	-50.00	20,656.04	27/04/2023
6	27/04/2023	BACS	Groundsmans Wages	Groundsman	-1,028.80	19,627.24	27/04/2023
7	27/04/2023	BACS	Groundsman Expenses	Mid Counties Co-C	-34.65	19,592.59	27/04/2023
9	27/04/2023	BACS	Dog Bins	West Oxfordshire I	-208.24	19,384.35	27/04/2023
10	27/04/2023	BACS	PAYE & NI	HMRC	-478.06	18,906.29	27/04/2023
11	27/04/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-413.44	18,492.85	27/04/2023
13	03/05/2023	BACS	Data Protection Fee	ICO	-40.00	18,452.85	26/05/2023
14	04/05/2023	BACS	Village Centre Refurbishment	J J Carpentry	-510.00	17,942.85	26/05/2023
4	11/05/2023	BACS	Grant	West Oxfordshire I	49.46	17,992.31	26/05/2023
16	12/05/2023	BACS	Insurance payover	Gallagher	-827.34	17,164.97	26/05/2023
6	13/05/2023	BACS	Platinum Garden	Village centre	445.49	17,610.46	
15	16/05/2023	BACS	Administration	Viking	-23.04	17,587.42	26/05/2023
18	16/05/2023	BACS	Platinum Garden	A K Timms	-74.44	17,512.98	26/05/2023
12	20/05/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Cr	-235.55	17,277.43	26/05/2023
19	30/05/2023	BACS	PAYE & NI	HMRC	-255.18	17,022.25	
20	30/05/2023	BACS	Groundsmans Wages	Groundsman	-614.40	16,407.85	
21	30/05/2023	BACS	Clerk Wages & expenses	Clerk Filkins & Brc	-413.44	15,994.41	
22	30/05/2023	BACS	Training	Oxfordshire Assoc	-132.00	15,862.41	
23	07/06/2023	Credit Card	Defibrillator pads	Wel Medical	-143.88	15,718.53	
25	07/06/2023	Credit Card	Groundsman Expenses	Brize Norton Servi	-28.32	15,690.21	
26	07/06/2023	BACS	Training	Oxfordshire Assoc	-60.00	15,630.21	
24	19/06/2023	Direct Debit	SSE Unmetered Electric	SSE Enterprise Cr	-242.76	15,387.45	
			<b>CLOSING BALANCE</b>			<b>15,387.45</b>	
Value of uncashed entries			£-1,444.49	Bank statement should show	£16,831.94		




## VILLAGE CENTRE - FILKINS

**Date From : 01.05.23**

**Date To :** 31.05.23

No	Date	Details
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**Balance B/Fwd :**

130051.77

105625.85

24425.92

		Balance b/fwd	2009/10	2008/09	2007/08
712	16/05/2023	Insurance payment from Parish Council	827.34		24902.77
718	13/05/2023	AK Timms		97.94	24804.83
719	13/05/2023	AK Timms		199.63	24605.20
720	30/05/2023	Gallagher Insurance		2482.01	22123.19
721	30/05/2023	Gallagher Insurance Pool		175.00	21948.19
722	13/05/2023	Pool expenses		45.00	21903.19
724	02/05/2023	Playground expenses		33.01	21870.18
726	04/05/2023	WODC Grant	4830.80		26700.98
729	11/05/2023	WODC Grant	2286.00		28986.98
732	16/05/2023	Castle Water		180.37	28806.61
743	02/05/2023	Donation	10.00		28816.61
744	03/05/2023	Membership Pool	3516.15		32332.76
745	10/05/2023	Membership Pool	1817.34		34150.10
748	15/05/2023	Membership Pool	1070.00		35570.59
765	15/05/2023	Membership Pool	200.00		35770.59
766	16/05/2023	Membership Pool	401.12		36171.71
767	23/05/2023	Membership Pool	570.22		36741.93
810	30/05/2023	Membership Pool	1731.29		38473.22
811	30/05/2023	Allotment payment	25.00		38498.22
812	31/05/2023	Membership Pool	1093.00		39591.22
814	24/05/2023	Camerons Rent	475.00		40066.22
816	24/05/2023	Moore Allen Fees		68.40	39997.82
818	01/06/2023	Sleemans		350.40	39647.42
819	01/06/2023	SSE Village Centre		41.17	39606.25

[illegible]

£	21,475.23
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2557.42



S. E.