
Filkins and Broughton Poggs Parish Council

Minutes of Meeting held on 5th July 2005

Present: R. Martin, T. Bennett, T. Poole, L. Chitty, C. Bristow.

22. *Apologies:*

A. Truman. Attendance book was signed by those present.

23. *Adjournment for Public:*

None

24. *Declarations of Personal Interest:*

None

25. *Swimming Pool Insurance:*

Chairman has been corresponding with Allianz Cornhill regarding the swimming pool insurance. In order to obtain insurance to cover the swimming club activities the swimming club must be a sub committee of the Parish Council. It is proposed that:

- A new sub committee of the Centre Committee (CC) be formed called The Swimming Club Sub Committee (SCSC).
- The SCSC be formed of the 3 members of the CC plus 3 members nominated by the existing Swimming Club (SC)
- The SCSC will meet and delegate the running of the swimming pool to the existing SC to be exactly in accordance with the existing SC rules.
- After every meeting of the SC and SC committee, there will be a meeting of the SCSC at which all decisions and actions of the SC will be scrutinised by the SCSC.
- The agenda of the SCSC meeting will be based solely upon the minutes of the preceding SC or SC committee meeting.
- In the event that the SCSC does not agree with any action and/or decision taken by the SC, it will have the right to veto such action or decision.
- The Parish Clerk will be ex officio treasurer of the SC, and will administer the accounts as a separate entity within the Parish Council accounts.
- At the end of each swimming season, the Clerk will remit through the SCSC to the SC half the gross takings from that season, less any contribution to pool costs which the SC and/or SCSC might have agreed to deduct.

As the swimming club is half way through the season the RFO asked that the financial agreement should start from next season.

It was agreed by all present that all other points will be implemented now and Chairman will inform Allianz Cornhill of these facts.

Code of Conduct will have to be signed by Swimming Club members of SCSC.

26. *Acceptance of Last Minutes:*

Alteration was made to wording in paragraph 10. Then minutes of 17th May were approved and signed.

27. *Matters Arising from Last Minutes:*
None.

28. *Election of RFO:*
As C Bristow was absent at the Annual Parish Council meeting this was postponed until now. T. Bennett proposed C. Bristow and was accepted by Council present.

29. *Planning and Cemetery Committee:*
Planning application: Broughton Hall: Replacement of windows. Passed
Cemetery: 2 applications received. J Burden for headstone passed. Mrs. Sargent erection of headstone and kerbstones. This was passed subject to Clerk checking with Highworth memorials as to colour of stone. £44 will be charged for kerbstones, charges will be reviewed later this year.
Planning application has been received for Broughton Hall, erection of two dwellings. T Bennett asked that as this is an important application it should be seen by all members of the Parish Council. Access to the Church may have to be addressed maybe with a 106 agreement covering vehicular access and parking. Infill, flooding and drainage would have to be addressed. This is an important site and may raise questions as to low cost housing and if it would lead to other applications. Conservation planner may have reservations. This will be circulated to all Councillors; Clerk asked them to adhere to the circulation date. J Symes has approached the Clerk to put the cemetery records on the Filkins website. This can be done when the records are brought up to date. All graves will have to be checked with the records before this can be done.
Action: R Martin and Clerk to do.

30. *Centre Committee Report:*
Maintenance: The Council met at the village centre before the meeting to discuss maintenance which needs to be carried out.
Action: Clerk will obtain quote.
Swimming Pool: This was discussed earlier see paragraph 25.
Playground: RoSPA report has been done for this year. No major problems except the football goals. These were fixed into position last year but unfortunately, the goals are moved when the grass is mowed and cricket is played there so fixings have been lost. RoSPA insist that they are fixed down but we will always have this problem. Playground also needs weed killing, concrete by basket ball goal needs repair, football nets need replacing. Entrance to football field has been repaired. Lease to field expires Dec 05.
Action: Clerk will contact Leisure Services at WODC to see what they advise for fixing goals and copy to RoSPA. ACE Landscapes will be asked to do weed killing

in playground and surrounding area. A Cripps will be contacted regarding football field lease and ask if this can be done for a longer time. A Truman will be asked to investigate new nets for football goals.

Village Shop: Chairman reported on Village Plan progress so far. Each item is now coming to conclusion and the final drafts for the PC to adopt will be coming to the meetings. The first is the village shop; Clerk has also received Health Clinic and Leisure facilities.

A draft of the Village Shop Strategy was circulated and read. The first Phase the Village Shop Committee (VSC) need to undertake for health and safety reasons is the refurbishment of the floors, toilets and cleaning facilities. The VSC have already cleaned and painted the areas to be used, the two studio rooms, the lobby and the vacant room next to the ladies toilet and the toilet. The VSC has been in contact with Defra to apply for a grant. They have shown support for the Post Office and local suppliers, they will be putting in place a legal structure to support the capital and set up costs, Defra have commented the project looks positive. ORCC have said they will give a grant towards work for the shop but this must be used towards a specific project, this will be the floors, toilets etc. The VSC has asked the PC to put £1000 towards the cost and ORCC will fund the rest. It was pointed out that this maintenance is the responsibility of the Parish Council as part of their routine maintenance. Councillors asked if PC would have to repay this money if shop did not go ahead. No.

Several points were discussed:

If we fund this project before others have reached conclusion would we be excluding them.

Legal issue- change of use of buildings- rates relief.

Would parking have to be restricted- PC will be responsible for telling tenants. T. Poole will undertake this.

What stock will be kept- this is not a PC issue this must be left to VSC.

It was suggested there was no funding until the business plan is put forward; this first stage should not be linked to shop this is work that needs to be done anyway. VSC are securing £2000+ of work to be done to our property if we invest £1000. ORCC will not give this money to PC. PC should not get involved in business plan or running of shop.

Downsides for PC:

Loss of commercial rent- has been empty for 18 months

Pay towards maintenance- it is our building anyway

Donate £1000

Loss of use to swimming club? Should not be any.

Post Office has used some of the space, alternative will be found.

Level of risk to PC for funding of equipment by Defra – none

Has to be decided if PC will support capital set up- a legal entity does need to be entered into at some stage, it was suggested at Phase 2 this was in place. 1st phase can go ahead with the support of PC 2nd phase Defra will fund most of costs, rest will be offset for example volunteer workers etc. 2nd Phase will be for VSC to set up.

PC need to safeguard themselves so legal entity is important.

Management Committee will be applying for grants and there will not be any responsibility on PC if the shop fails.

PC will bankroll the project, but only when the grant from Defra is granted in full, the Vat can be reclaimed. Defra will only pay out on paid invoices.

Defra have advised VSC that business plan and legal entity must not be rushed into some councillors are insisting this is in place before any funding. M. Neale commented that with Town Partnerships they do not have a legal entity in place when starting up but do have a constitution which states the trading practice which WODC accept.

We must not be seen to prefer one project rather than another. This is the first of the village plan items to be brought forward; the other items are small and already have items being worked on. This was the most popular item in the village plan questionnaire and we must be positive about supporting it. 15 people are working very hard on the project we must support them.

Relationship between PC and Management committee needs to be clear, VSC need to be left to operate the shop.

Some alterations were made to the strategy:

Paragraph 5: delete last line and add: Until this is done a constitution will be prepared which sets out relationship between shop management and Landlord.

Paragraph 4: add and its existing rates.

M. Neale will be happy to help with constitution if required.

Business rates- T. Poole will look into. Shop may not be entitled to full relief. We may have to be re-rated; this year's rates bill was £428.98

The decision was reached that:

With the small changes to be made to the Strategy in paragraphs 4 and 5 the PC do agree the strategy and we will pay invoices to the value of £1000. The management Team will write the constitution which will stay in place until the legal entity is written. The limit of the PC involvement is £1000 which will be spent on the centre, subject to the licence and constitution of the Shop premises. The rent will be £5 per week for the premises.

When PC is happy with sub committee constitution we are happy for the VSC to use the space now until legal entity is in place with no rent due until the shop is ready to open. L Chitty will draw up a bare licence which will operate for up to six months. This to be done as soon as possible. Legal entity will be in place before PC releases any further money, (i.e. not including the £1000 above.

C. Bristow will agree constitution with VSC.

Other village plan issues:

Health Clinic:

Proposal received from Village Plan Committee to be adopted:

Investigate with Primary healthcare Trust the feasibility of some form of monthly Health Clinic, provision of a Health Visitor, health advice and possibly Physiotherapy and/or Chiropody services.

During the course of the Village Plan consultations, the Parish Council had received a questionnaire from the South Oxfordshire Health Scrutiny concerning access to health services in rural areas. In response the Parish Clerk had used the information received on Health issues in the village plan questionnaire.

At this point in time the Parish Plan Committee has decided to await results of this survey.

Further Action: To monitor these over a year to see what improvements in services may be available to us.

This was agreed and adopted.

Leisure Facilities:

Investigate with the Parish Council the provision of additional leisure facilities, in particular a Cricket Pitch and Tennis Court.

Cricket:

Within the village there is a nucleus of a village cricket team. The possibility of a site within the village does exist, but whilst this is being explored there may be the possibility of using another pitch locally. In order to confirm the viability of joining a cricket team we need to know if there are other parishioners who have played in a village cricket team on an occasional basis. If this is to happen next year a quick response is required in order to book a pitch.

Further Action: PPC to initiate liaison between players and local cricket club. Then if thought viable, Parish Council to investigate possible sites within the village for a cricket pitch.

R. Martin agreed to approach David Jenkinson reference clock round field.

It was asked if Langford cricket club should be approached. Lechlade has very good facilities and coach and they already have a system in place to support small teams on Sundays.

This was agreed and adopted

Tennis:

Jim Cover has been approached and is willing to let people from Filkins and Broughton Poggs use his court by prior arrangement. PPC have handed over to those who expressed an interest to liaise with Jim Cover direct.

No further action required.

31. *Treasurer's Report:*

Clerk distributed list of cheques paid and bank balance. RFO asked if for balance in COIF account. This amount includes £2,250 being held for Filkins Theatre. Insurance: RFO has contacted Allianz Cornhill to ask for a quote to include the playground equipment in our policy. For the equipment to be covered for £12,000 this will cost £147.60 plus 5%. This was thought to be worth while and should be added to policy.

Action: Clerk will check with Allianz Cornhill that it covers vandalism and pay the premium.

32. *ORCC Affordable Housing:*

James Alcock was invited to the meeting but failed to attend. Clerk advised that as the allotment site was on the agenda she had informed Alan Ashforth Smith of the date.

Hyatts Gardens allotments: Jim Cover has been in touch with Richard Martin concerning plans drawn up for this site. James Alcock has been asked to contact Goodenoughs about this site as an exception site but we have not had any feedback. The Goodenough's plans for speculative and affordable housing have been commented on by the planners and they will not give permission for them. There is not thought to be much chance of this scheme going ahead without speculative housing. T Bennett asked if Langford were going ahead with their site. They have done a survey but no other progress known. Their survey showed a need but many of the people were not on the housing list. The terms the Goodenoughs were proposing would allow 5 affordable houses, they would set up a trust which would administer only for local people. Would they be bound by the same guidance lines and principal of "local". Would they have to take people off the housing list? Terms of the Trust should be the same as a housing association but set up under them rather than Cottesway. All costs would be met by the Landowner so no funds from District Council; District Council will not be able to meet the costs of all the schemes which want to go ahead. This may be a way to get affordable housing in the village without draining WODC funds. Maybe if Langford has an exception site we should combine forces? As this is not a normal scheme can we take a view? If we push for a low cost housing scheme in this way would there be a 106 agreement to cover the rent. Legal side of Trust should be looked into. Would there been any advantages for the village? Mains drainage, underground power, gas? Can we accept the speculative element with the affordable housing. Planners say they can accept 2 conversions and the affordable housing however, this is not practical as it would not be financially viable. If this scheme does not go ahead it is possible that Goodenoughs will obtain planning permission for a reduced amount and then sell to large company for development, they could fight to build what they want and there would be little control over the appearance and quality of the build. .

We should look into sharing resources with local villages. No commitment will be made at present, but will remain open minded.

Action: Clerk will approach Langford to ask if we can combine with their scheme.

33. Village Hall:

Village Hall committee has succeeded in obtaining a grant for the cinema equipment. They ask if the Parish Council will pay for the equipment in advance and receive Leader + grant to pay for this. Vat will be reclaimed and hopefully Hayes Palmer Trust will pay for the balance. Information is a little muddled Caroline Bellinger has confirmed the grant is either £3800 or £4200, she will confirm. The village hall can afford to pay the balance but they have other commitments with health and safety and disabled facilities. They ask that the Parish Council endorse the application to Hayes Palmer and pay the invoice for the equipment and will be reimbursed when the grant comes forward. This was agreed.

Action: Clerk will send letter with our endorsement to Hayes Palmer Trust.

RFO asked if Clerk could obtain a set of accounts and a balance to be distributed from them.

Paddock: Village Hall Committee have asked if they could include the paddock on the premises licence for the village hall.

This was agreed.

Action: Clerk will notify village hall committee and the Fox Trust.

34. *War Memorial:*

Memorial has been cleaned all are satisfied. C. Bristow was asked to bring up the subject of blackening the letters on the memorial. It was decided we would ask the British Legion for their opinion.

Action: Clerk will contact British Legion

Paving flagstones were also cleaned with the memorial, some of them need replacing and others re-bedding. All the work would probably cost ~£1500 or if patched ~£200.

Action: Clerk will obtain estimate for work.

35. Publications have been received by Clerk:

Fly posting

Loft insulation: to be included in parish newsletter.

Cleaner Neighbourhood Bill.

M. Neale reported that cleaner neighbourhood bill can either be opted in to or not.

WODC have a mobile skate park and climbing wall, 33ft, high for hire. Cost £50 for local councils, can be hired privately for a higher amount.

14th July best kept Village presentation volunteers to go. T. Poole and Clerk will attend.

36. Next joint meeting with Village Plan committee will be 8th August. Date will be checked with Keith Perry.

Filkins and Broughton Poggs Parish Council Minutes of Meeting held on 8th August 2005

Present: R. Martin, A. Truman, T. Poole, C. Bristow,
M. Clark, M. Hambidge, K. Perry, A. Ashforth Smith, S. Long, H. Holden, C. Woodford.

37. *Apologies:*
L. Chitty

38. *Adjournment for Public:*
Meeting was adjourned for members of the public to speak. M Clark asked what the cost of the village markers and the footpath cost the Parish Council. The costs were £2000 for the footpath and ~£350 for the village markers. Meeting was reconvened.

39. *Declarations of Personal or Prejudicial Interest:*
None.

40. *Minutes of the last Meeting:*
L. Chitty asked Clerk if one amendment could be made and then signed and accepted.

41. *Swimming Club:*
Chairman informed Councillors that the Insurance Company asked that the accounts for the swimming club be transferred to the Parish Council this year. This was agreed.
Action: Clerk will liaise with the Swimming Club Committee and ask that a set of accounts be handed to her as soon as possible and the money transferred into the Parish Council account.
The pumps also need servicing; one has already been done as it was not running smoothly. If the Parish Council agrees to the payment the second will be taken away. This was agreed.
Action: Clerk will inform I Grey

42. **Village Plan:
Adoption of Action plans:**

- **Village Shop:**

The Village shop will open Phase 1 the Tuck shop on Saturday 13th August 2005. The legal structure has been agreed and it will be run as an IPS community benefits scheme. Villagers will be invited to buy shares at £10 and any profits will be put back into the shop or used for village projects. Share holders will be governed by a set of rules and the legal entity. Corporate bodies can also become share holders.

The Shop management committee will look after the running of the shop for the first year, then a set of accounts will be done and an AGM held. Then members will be able to elect the Management committee for the next year. Grant is being applied for Phase 2 which should be able to open at end of October. T. Poole asked that we acknowledge the support of the management committee- there has been a tremendous amount of work and effort undertaken to date. Leaflets have been delivered to every house announcing the opening of the shop. It is important to state that the Village Shop is entirely separate from the Parish Council. The only Parish Council involvement is loss of revenue, as only a small rent will be charged, the work done by the Clerk and £1000 which Councillors agreed to donate towards work in the centre. R. Martin stated that they Management Committee have the full support of the Parish Council and wish them luck in their future. The project plan and business plan have been developed and formal accounts will be produced and submitted to the FSA. More information on these plans is available to anyone who wants to view it; some information will be available at the shop opening. Is there an expectation that the £1000 should be paid back to the PC. No this is paid to the Village shop as the PC pay money towards other activities in the village. C. Bristow confirmed that no more commitments to money will be made unless supported by grants. There is no conflict in financial control as C. Bristow and R. Martin are the signatories for the PC and are not involved in the shop. It is very important that people in the village are positive about this happening there has also been a lot of support from surrounding villages.

- **Transport Issues: Actions 2,8,9 and 10**

A. Ashforth Smith drafted the issues of the action plan on transport there was then a meeting between R. Martin, C. Hoad, T. Poole and A. Ashforth Smith to fill in on actions already/being taken by the PC and the second draft was put forward for adoption. Action was read by all present

Some comments were made as to issues raised:

Who placed the 40mph speed limit? OCC. Thames Valley Police and OCC agreed there was a necessary gap between 40 and 30 limits. This could be moved if we want to but we will need a traffic order. This will take time. The stones being erected would not make any difference to the speed limit.

Difficult to cross the road when leaving the cemetery. Clerk will ask Groundsman to cut down dead bushes for a clearer view around the corner.

T. Poole will ask Steve Wood to repeat his survey on traffic speed which he undertook last year.

It was agreed this would be adopted by the Parish Council.

- Environment and Infrastructure: Actions 6,7,11,12,14 and 15

K. Perry read through the actions. Conservation document is already being worked on in conjunction with R. Martin and Rob Parkinson. L. White survey of planks will be used to try and add all those under 3' to protection list. In conjunction with action 14 underground power cables as a necessity to any new buildings could be added to the conservation document. Also telephone cables. Action 6: Thames Water is currently surveying the village and hopes to report mid 2006. Time frame for action is 2009/10.

It was agreed this would be adopted by the Parish Council.

- Other Items Actions 5,13 and 16;

These were read through by those present

It was agreed this would be adopted by the Parish Council.

The final draft can now be printed. There is a grant available from Defra for the final costs to a maximum of £2000. This can cover printing, any further surveys A. Ashforth Smith needs to do and items for the village shop. K. Perry will liaise with the Clerk on the application with T. Poole and A. Ashforth Smith.

Application has to go through the Parish Council.

Details of action plans are as appendage.

43. External Audit:

Clerk balanced the account at year end and met with RFO last week. Accounts were taken to internal auditor but three questions arose which RFO felt he could not answer fully.

- Confirmation that Precept was £4,500 for 2004. This was confirmed as correct, with £63 election expenses
- Footpath: RFO asked if it could be explained again why Filkins Stone Company ordered the work on the footpath through themselves. T. Poole explained that this was agreed in the meetings and that she did not feel she had the expertise to negotiate with the constructors or the time to dedicate to such a project. T. Davies from FSC has dealt with them before and was better placed to deal with this. RFO asked Chairman for his explanation and he asked why this needed to be explained again. RFO stated he did not feel he should carry on with the audit if this was not explained to him. Chairman apologised and this was explained. He also explained that a copy of the invoice from Drayton Construction was attached to their invoice when sent to the Clerk for payment. Clerk will find minutes covering this and also a copy of the invoice from Drayton

Construction to FSC and FSC to Parish Council and any other relevant correspondence and give to auditor.

- Separation needs to be more defined between the Parish Council account and the COIF account which is in the name of the Village Centre. If this is done it could put the precept up dramatically; Clerk was concerned this would be confusing as to which money went where as money is transferred from time to time to between the COIF account and Barclays account. RFO read the statement from last years audit and stated we must do something towards this. There is approx. £5000 of Parish Council money in the COIF account and this should be transferred out into the Barclays account. R. Martin asked that the Trust deed be looked at. He is sure that it states the money in the Trust can be used by the PC as they are trustees of the Trust. It may be easier to wind up the Trust and transfer all monies to the Parish Council. C Bristow will liaise with L. Chitty and investigate this. If we lose charitable status would this have any other effects on the PC? We would not be able to continue the COIF account as this is only for charities.

Action: RFO and L Chitty to investigate Trust Deed to see if instructions for use of money are in place, if not to see if the Charity can be wound up and report at the next meeting.

44. Village Hall Licence:

Application has been received for the village hall licence which includes the paddock. Any objections have to be made by 23rd August. T. Poole will read through and let Clerk know if there are any.

45. Date of Next Meeting:

Tuesday 13th September. 7.30pm in Village Hall Committee Room.

Filkins and Broughton Poggs Parish Council

Minutes of Meeting held on 5th September 2005

Present: R. Martin, T. Bennett, T. Poole, L. Chitty, C. Bristow.

46. *Apologies:*
A. Truman

47. *Adjournment for Public:*

None

48. *Declarations of personal Interest:*

None

49. *Minutes of Last Meeting:*

One alteration was made and then minutes were signed and accepted.

50. *Cemetery and Planning Committee Report:*

Broughton Hall- planning refused

Little Barnfield- Retrospective planning permission, all councillors to look at at end of meeting.

51. *Centre Committee Report:*

Quote received by Clerk for repairs needed on centre and store. S J Scott £1250 plus materials, R. Bohm for plumbing new sink into gents toilet, £150. D Swinford has been asked to inspect the roof. Staceys were also asked to quote but have not done so. It was agreed we would accept both quotes received, but instead of stainless steel kick boards on the changing room doors new doors will be hung if any extra expense is incurred this will be accepted.

Action: Clerk will contact S Scott and R Bohm.

Village Shop Lease:

A draft lease has been drawn up by the Village Shop Committee for approval and discussion by the Parish Council. This was done a Defra require a lease to be imminent before they will progress with the grant. They insist this must be for more than 5 years. L Chitty was asked to read it and made some comments. 10 year lease was considered too long for a commercial business. Shop is not commercial it is all community based, length should not matter as long as there is a clause covering what happens if the shop closes. Rent of £5 per week has already been agreed. L. Chitty asked that it be sent to Crowdy and Rose for them to consider, however Village Shop needs this to be in place quickly otherwise the next phase will be held up, if the Parish Council enters into a formal legal agreement we need to be advised properly. It is vital that we should be able to recover the property if the shop closes. T. Poole proposed a 6 year lease and a notice to quit clause to be inserted. R. Martin suggested the Parish Council ask Jeremy Irwin Singer to look over the lease and act on behalf of the Parish Council. This was agreed.

He will be asked to include the following:

- Ensure statutory duties are included- planning obligations.
- Length of lease to be 6 years
- Notice to quit- if the tenants are in breach of their lease or decide to leave they will do so in a peaceful manner.
- If either party is in breach of the lease there will be a notice period.
- Rent to be paid quarterly in advance.

Action: Clerk will contact Jeremy Irwin Singer.

Bowls Club and Post Office Leases:

Clerk has been chasing Crowdy and Rose, she has been informed they could not find the Village Centre Trust on the Charity Commission site, the registration number was given to them but still no luck. The Clerk has been in touch with the Charity Commission and they are sending a copy of the deed as soon as possible. On receipt of this they can proceed further. L Chitty confirmed they are to be registering the land, quotation not yet received, and writing a lease for the Post Office and Bowls Club. The Bowls Club have been using the Village Centre Trust charitable status so it is not yet clear if they can be issued with a lease.

Action: L. Chitty will draft a letter restating what we wish them to do and Clerk will send it. Clerk will send deed from Charity Commission when received to S. Clarke.

Taylor's Close:

Ann Cripps solicitor has been in contact with the Clerk, they say that a new lease cannot be issued for more than 5 years. It was agreed to accept.

Action: Clerk will contact Solicitors and agree to a 5 year lease.

52: *Treasurers Report:*

Clerk circulated list of cheques paid since last meeting as attached and the bank balance was stated as Current account: £1895.70 and COIF account: £15680.35

Swimming Pool: Clerk reported to the swimming club committee on transferring their takings for year 2005/6. It was also agreed with them that they would pay all daily outgoings from their current account as they are very small amounts.

Hayes Palmer Trust money: Theatre Club have still not confirmed where their money should be sent to.

Action: Clerk will contact Pat Scott to bring this to a conclusion.

VAT Refund: Clerk has applied for the refund. Total £2,399.13

Audit: Clerk reported audit had been completed in format required by the External Auditor.

Internal Auditor has completed his section with no comments. The accounts were studied and approved by the Council. The Statement of Assurance was read and approved by the Council. Both were signed by the Chairman, the latter also by the Clerk.

Action: Clerk will send forms to HLVB Audit.

Expenditure Comparison: Clerk circulated figures for 6month comparison between actual expenditure and budget set for this year. These figures will have to be studied closer and will be taken to the next meeting on setting Precept. A close eye will have to be kept on expenditure so money saved will not come to an end.

Precept: Precept meeting will be next month. Clerk asked all Councillors to study expenditure figures for this year and anything due next year.

Action: Clerk will give precept figures to Chairman.

53. *Affordable Housing:*

Chairman attended a meeting with James Alcock and Langford Parish Council, they have had exactly the same response as we have but they included Kelmscott, Grafton, Kencot and Broadwell in their survey. There is a piece of land in Langford which is owned by WODC which could be used for development and therefore any scheme would beat our scheme if both going forward. Do we want to ask Langford to go into their scheme equally? Clerk reported she had had some villagers approach her somewhat disappointed that we are not pursuing our own scheme but asking to join with Langford instead. The potential of supporting a development on the allotments was discussed; L. Chitty declared a prejudicial interest and did not take part in the discussion. If we support a proposed development now that a landowner is willing to build we would have more input into what is being built than if it goes to a larger developer. We are able to support the plans as they stand now and then withdraw our support if these change. T. Poole proposed that we support this now and Clerk writes a letter to this effect. Two councillors voted in favour and two against. It was therefore taken that the arrangements we have already for discussing planning applications was sufficient and no alternative should be sort for this project. We have received a map from James Alcock and been asked to mark on their potential sites for housing in Filkins, L Chitty suggested Hardcastles field as it is owned by us.

Action: Clerk will give map to village plan committee and ask them to mark on there the suggested sites arising from the housing survey and number them in order of popularity; then return to Clerk.

L. Chitty asked when the Village Plan would be finalised and printed.

Action; Clerk will contact K. Perry.

54. *Best Kept Village:*

Clerk has received a letter from Chairman of OCC congratulating us on winning. Also from ORCC a letter explaining the procedure for presenting the trophy, which is a large shield on a pole which needs to be erected outside. It was decided that it will be erected near to the bus shelter and that David Cameron

would be asked to come and unveil it. This will happen one Sunday in October.
Date to be confirmed.

55. *Letters from Janet Harrison:*

Two letters have been received concerning the speed of the traffic past their house. As T. Poole has been dealing with this issue they will be looked at by her and then handed to the Village Plan committee. Clerk will write to J. Harrison confirming this action.

56. *RAF Brize Norton:*

Letter has been received from OC RAF Brize Norton confirming that any traffic involved in the runway resurfacing will not be routed past Filkins and Broughton Poggs.

57. *Local Development Framework:*

Refers to Cotswold District Council.

58. *Thames Water:*

Correspondence has been received from Thames Water stating they will be surveying Broughton Poggs as they do not have any questionnaires from the 1995 survey.

59. *Filkins Web Site:*

Clerk asked permission of Councillors to publish the minutes on the web site. L. Chitty asked if there should be an abridged version. No. Full minutes can be published.

60: *Confidential Item:*

61: Publications were distributed by Clerk. £25 will be donated to citizens Advice Bureau.

62: Date of Next Meeting: Tuesday 11th October 7.30pm in Village Hall Committee Room