

## Minutes of the Meeting of Uffington Parish Council, Monday 6<sup>th</sup> February 2017 at 7.30pm at the Thomas Hughes Memorial Hall

Present: Cllr Simon Jenkins (Chair), Cllr Mike Oldnall, Cllr Graham Banks, Cllr Karen Pilcher, Cllr Fenella Oberman, Cllr Paul Coad

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Robert Sharp

County Councillor: Cllr Yvonne Constance

Members of the Public: Mr G Rumble, Mr J Boaler, Mrs A Boaler, Mr S Nowell, and Mr and Mrs Stroud

34/17	<b>APOLOGIES FOR ABSENCE:</b> None	Action
35/17	<b>DECLARATIONS OF INTERESTS</b> Cllr Jenkins declared a non-pecuniary interest in the planning application for a new dwelling on land adjacent to the Manor.	
36/17	<b>MINUTES OF MEETINGS HELD ON 9<sup>th</sup> JANUARY 2017</b> Cllr Oldnall proposed acceptance of the minutes of the Monthly meeting held on Monday 9 <sup>th</sup> January 2017. Cllr Pilcher seconded. RESOLVED. The minutes were signed.	
37/17	<b>REMAINING BUSINESS FROM PREVIOUS MEETING:</b> <b>Litter Bin</b> – Mr Scrivens has quoted £50 plus the cost of materials to relocate one of the existing litter bins closer to the shop. The meeting approved the quote. RESOLVED. Cllr Jenkins to speak to Mr Scrivens. <b>Review of Burial Fees</b> – Still awaiting a response on VAT from HMRC. <b>Bridge by the pond</b> – This needs repair. Two quotes were presented. Cllr Oldnall proposed that the quote for £420 should be accepted. Cllr Oberman seconded. RESOLVED. Cllr Jenkins to inform the contractor.	SJ  C/F: Clerk  SJ
38/17	<b>COUNTY COUNCILLORS REPORT:</b> Cllr Constance reported that a press release regarding proposals for a Unitary Authority for Oxfordshire was issued today. South Oxfordshire and the Vale of White Horse District Councils have agreed with the proposals. Oxford City and the other two District Councils have yet to sign up. She urged the Parish Council to complete the OCC Consultation 'One Oxfordshire'. Cllr Jenkins reported that he will be attending a meeting on 13 March to hear about the impact of this proposal on Town and Parish Councils. Cllr Constance reported that she has emailed Barbara Chilman again with regard to the Primary School. Local Plan part 2 sites will be released in early March. Waste Strategy: Stanford tip has been reprieved until 2024. There is no action for the Parish Council at this time. Cllr Constance was thanked for attending.	
39/17	<b>DISTRICT COUNCILLORS REPORT:</b> Cllr Sharp reported that there had been a huge reduction in contaminated waste since the publicity campaign. Cllr Jenkins raised the issue of Craven Yard, for which development the Vale is still awaiting a planning application. The issue of traffic management was raised. Cllr Sharp stated that the Parish Council should ask for a Traffic Management Plan for applications where it was considered necessary. Concern was raised over a new build in the High Street, with regard to traffic management. Cllr Sharp agreed to look at what action could be taken. Cllr Sharp was thanked for attending.	RS
40/17	<b>POLICE REPORT:</b> This was not available. The area report for February will be circulated by email when it is received.	
41/17	<b>OPEN FORUM:</b> Mr Boaler stated that he was present to answer any questions regarding the Village Hall application for S106 funds. It was noted that a folder containing all the project details was currently being circulated among councillors. Cllr Oldnall questioned whether the Village Hall was looking at other funding sources. Cllr Jenkins stated that funds could not be allocated until they are received. Mr Rumble outlined the wish to have a commitment in principle to a grant in order that one of the proposed projects	

	can meet its fixed timescales.	
	<b>ONGOING PROJECTS</b>	
42/17	<b>Parish Council assets and Land Registry:</b> There has been no further progress.	
43/17	<b>Station Road development:</b> The sale of the 12 <sup>th</sup> open market property is due for completion on 14 <sup>th</sup> February. This will trigger the S106 payment process.	
44/17	<b>Proposed Housing Development on land at Fernham Road.</b> Nothing to report.	
45/17	<b>Community Led Plan update:</b> Nothing to report.	
46/17	<b>Creation of a Neighbourhood Plan - update:</b> The cut-off date for receipt of HNA questionnaires was 31 <sup>st</sup> January. The response rate was less than 50%. A report is due by the end of February. The new area designation is due by mid February. Updated Terms of Reference were circulated. Cllr Banks proposed accepting them. Cllr Oberman seconded. RESOLVED. They will be published once the Area Designation has been approved.	
47/17	<b>Development of an Emergency Plan:</b> It was reported that funds may be available from SSE for emergency supplies.	
48/17	<b>Tom Brown's School Room Update:</b> Cllr Pilcher reported that a Building Action Plan summary was being developed, following completion of the architect's survey in October 2016. Repairs: the Vale has awarded a grant of £6721, WHST has matched this, and the Parish Council has set aside £2,500. This leaves a shortfall of £6558, for which other funding sources will be investigated. Registration of the building is progressing. This will cost £1190. A grant of £1040 has been received toward this. The Parish Council will pay the remaining £150. Cllr Pilcher asked for volunteers to help with gardening at the museum.	
49/17	<b>S106 Funds - Update on Community Art Project:</b> A meeting is to be arranged with Greenspace Designs Ltd, Arthur McEwan-James and Dave Cavanagh. Cllr Pilcher to produce a summary of the project for the next edition of the Courier.	KP
50/17	<b>Speed Reduction Measures on Fawler Road:</b> A meeting was held with Messagemaker who have verbally quoted £1800 for A VAS plus £675 for the Solar panel and pole. A firm quote is awaited. Once received it will be necessary to liaise with OCC Highways regarding installation.	
51/17	<b>Playdale Quote for work in the Play Area:</b> The quotes from Playdale and Wicksteed were discussed. This project cannot be progressed until the S106 funds have been received. Cllr Oberman requested that the village is informed when the funds have been received.	
52/17	<b>Village Hall projects:</b> After further discussion of the Village Hall's application for S106 funds, it was agreed that the Council was prepared to make a commitment to offer 50% of the cost of the insulation project – i.e., £11,000 – on the understanding that no guarantee could be given until the money has been received from the Vale.	
	<b>PLANNING MATTERS</b>	
53/17	<b>New Applications to be considered:</b> P16/V3185/O – Fawler Road and Station Road. Development of up to 44 homes (Access only). The Parish Council voted unanimously to object to the application. Cllr Jenkins to circulate a draft response. P16/V2065/FUL – Creslu, Woolstone Road. Amended plans for replacement dwelling and works thereto. Following discussion the Parish Council agreed unanimously to maintain its objection to this application. Cllr Jenkins to circulate a draft response. P17/V0160HH and P17/V0161/LB – Lilac Cottage. Fitting of gates for driveway and pedestrian access. Re-pointing and internal and external repair of chimneys, replacement of chimney pots. Demolition of lean to garage and erection of a wood-cladded study to the same dimensions. The Parish Council had no objection to this application. P16/V2472/FUL – Manor House, Fernham Road. Amended plans for a new dwelling. The Parish Council objected to this application.	SJ SJ

	<b>FINANCE</b>	
54/17	<p><b>To approve February payments and sign cheques:</b> A full list of payments is attached to these minutes. Cllrs Pilcher and Oldnall proposed and seconded approval of payments totalling £3830.57. RESOLVED. The cheques were signed.</p> <p><b>To accept the Vale's grant toward museum repairs:</b> The meeting agreed that the grant should be accepted. Cllrs Jenkins and Pilcher signed the acceptance form. Cllr Pilcher noted that the grant application for the Solicitor's fees should be in the name of the Uffington Museum Trustees (UMT).</p> <p><b>Village Hall rent:</b> The issue of whether to charge VAT was discussed. The Clerk and Cllrs Oldnall and Jenkins have checked the HMRC website. It was agreed that VAT was not due on rent. Cllr Jenkins agreed to speak to Mr De Wilton.</p> <p><b>2017/18 Budget:</b> All Councillors to provide comments on the budget for the March meeting.</p> <p><b>FSCS:</b> The meeting was informed of the limit on FSCS compensation. No action arising.</p> <p><b>Grants:</b> The meeting discussed grants as follows:</p> <ol style="list-style-type: none"> <li>1. £400 to the Village Hall subject to payment of rent arrears</li> <li>2. £125 to the museum</li> <li>3. £150 to the UBW minibus</li> <li>4. £20 to the Independent Advice Centre</li> </ol> <p>Proposed: Cllr Oberman, Seconded: Cllr Banks. RESOLVED.</p> <p><b>Review of Museum Bank Accounts:</b> The proposal was that Electricity is paid by the UMT rather than the Parish Council and the Inspections are paid by the Parish Council rather than the Friends. Proposed: Cllr Pilcher, Seconded: Cllr Jenkins. RESOLVED.</p>	<p>SJ</p> <p>All councillors</p>
	<b>ANNUAL/QUARTERLY REVIEWS</b>	
55/17	<b>Review of Grants policy:</b> The revised Grants policy was reviewed and approved. Clerk to put on website.	Clerk
56/17	<p><b>UPKEEP (INC. WATERCOURSES)</b></p> <p><b>Tree Survey and Trees on The Mound:</b> The tree survey report has been circulated to councillors. Of those that are recommended for felling Cllr Jenkins will establish which can be felled by volunteers. Quotes will be required for the lime in Craven Common and for the felling of the poplars. It was agreed that funds would be built up to fell the poplars in 2-3 years' time.</p> <p>An email from the Scouts offering the plant trees in a community space was discussed. The parish council was not able to identify where they could be planted at the moment. It was agreed to decline the offer.</p>	SJ
	<b>GENERAL</b>	
57/17	<b>Monthly Play Area inspections:</b> Cllr Oberman noted that there were no issues to report although the wooden items were starting to deteriorate .	
58/17	<b>Website:</b> It was noted that the monthly cost of web hosting will increase in the coming year. The budget for 2017/18 is £250.	
59/17	<b>Parish Council Archives:</b> This is ongoing.	SJ/KP/Clerk
60/17	<b>Photocopier:</b> The school governors have agreed to novate the copier lease from 1 <sup>st</sup> April. Cllr Banks to send the Clerk a list of users so that they can be informed.	GB/Clerk
61/17	<b>Village Defibrillator:</b> Cllr Oldnall will be applying for a grant from the National Lottery. They will cover the installation costs.	MO
62/17	<b>Proposal to update The Courier:</b> Mr Packford is experimenting with MS Publisher. Contributors to be asked to send articles in colour.	
63/17	<b>Proposal to confirm Mrs M Parsons as the Parish Council Representative on the Thomas Saunders Trust for four years ending November 2020:</b> Agreed. Clerk to inform the Thomas Saunders Trust.	Clerk

	<b>To agree a date and theme for the Annual Assembly.</b> It was agreed that the Annual Assembly should follow the April meeting, which will start at 7pm. The Annual Assembly will therefore start at 7.30pm. The principal theme will be S106 contribution from the Jack's Lea development.	
	<b>CONSULTATIONS</b>	
64/17	None.	
	<b>CORRESPONDENCE/AOB</b>	
65/17	<b>Letter from the High Sheriff of Oxfordshire.</b> The letter informed the Parish Council of proposals to work with Carers Oxfordshire to help unpaid carers. No action arising. <b>Councillors Allowances:</b> Cllr Pilcher will circulate details from a meeting she attended on this matter.	KP
66/17	<b>DATE OF NEXT MEETING:</b> The next meeting will be Monday 13 <sup>th</sup> March 2017 at the Thomas Hughes Memorial Hall.	

The meeting closed at 10.30 pm