

Minutes of the Meeting of Uffington Parish Council, Monday 10th July 2017 at 7.30pm at the Thomas Hughes Memorial Hall

Present: Cllr Simon Jenkins (Chair), Cllr Karen Pilcher, Cllr Paul Coad, Cllr Graham Banks, Cllr Fenella Oberman
 Clerk/Finance Officer: Julia Evans
 District Councillor: Cllr Robert Sharp
 Members of the Public: Mr G Rumble

189/17	APOLOGIES FOR ABSENCE: Cllr Oldnall and County Cllr Constance sent their apologies.	Action
190/17	DECLARATIONS OF INTERESTS None.	
191/17	MINUTES OF MEETINGS HELD ON 12th JUNE 2017 Cllr Pilcher proposed acceptance of the minutes of the meeting held on Monday 12 th June 2017. Cllr Banks seconded. RESOLVED. The minutes were signed.	
192/17	REMAINING BUSINESS FROM PREVIOUS MEETING: Sign for Children’s Play Area (164/17) – Cllr Banks brought in the older sign, but it is now out of date. Cllr Pilcher noted that the sign next to the shop is also out of date. Cllrs Pilcher and Jenkins to consider how to take this matter forward. Repainting yellow lines in car park (164/17) – Cllr Jenkins has spoken to a contractor and is awaiting a visit from him. Consideration for advertising charges (176/17) – Cllr Jenkins to write an advertising policy. The current edition of The Courier is delayed due to holidays. To consider a location for planting crocus corms (178/17) – This matter was carried forward. Newcomer’s event (160/17) – A good response has been received from village organisations. The WI will provide coffee and cakes. Cllr Jenkins proposed allocating a budget of £50. Cllr Pilcher seconded. RESOLVED.	KP/SJ SJ SJ C/F FO
193/17	COUNTY COUNCILLORS REPORT Cllr Constance sent a written report: a new 7 year contract for Stanford recycling tip and all 6 others has been agreed. All to remain open on the same days and hours as before. Fawler Hill resurfacing is not on this year's schedule, but it is hoped it will be done in 2018/19. The Unitary proposal has made no progress at DCLG, and Cllr Constance has no expectation that it will get approval in this Parliament. The 3 non-assenting Councils (West Oxfordshire, Cherwell and Oxford City) have submitted a counter- proposal. The new £1 coins do not fit parking meters but new meters (which include credit and debit card charging) are on their way and will be installed by the end of September. (District council meters will be changed in August) Cllr Constance is also responsible for waste. The new recycling target is to increase still further all waste separation for reuse/recycling: currently Oxfordshire is at about 60% which is one of the highest, but is no longer the best in UK. Cllr Jenkins to forward the report to Cllr Sharp.	SJ
194/17	DISTRICT COUNCILLORS REPORT Cllr Sharp reported that David Hill has resigned as Chief Executive. He has been replaced by Mark Stone. CIL regulations will come in during the Autumn, probably in October or November. Under these regulations every new house will have to make a contribution. Cllr Sharp was thanked for attending.	
195/17	POLICE REPORT The area police report was circulated by email.	
196/17	OPEN FORUM Mr Rumble reported that the new LPG tank for the village hall heating system is to be delivered on 18 th July. Calor will install it on 20 th July. The hall will be closed in	

	August due to building work. At the meeting next Monday the Hall Committee will discuss whether they will pay to repaint the yellow lines in the car park. Cllr Pilcher asked whether cones should be put out in the meantime but it was agreed that this was not necessary at the moment. Cllr Pilcher to update Mrs Smith on the situation.	KP
197/17	PARISH COUNCIL ASSETS AND LAND REGISTRY The application for title is still with the Land Registry. Nothing further to report.	
198/17	PROPOSED DEVELOPMENT OFF FERNHAM ROAD A meeting has been scheduled with the developer for 18 th July.	
199/17	COMMUNITY LED PLAN – UPDATE Cllr Jenkins to contact Dr Rob Russ again about care services for the elderly.	SJ
200/17	NEIGHBOURHOOD PLAN UPDATE A meeting is scheduled for Thursday 13 th July. Lepus Consulting are to carry out a Landscape Character Assessment (LCA). The methodology proposed by Lepus is to be reviewed by the NP Steering Group and will then be forwarded to the VWHDC for comment. A public meeting was held on 21 st June which was well attended.	
201/17	OLD SCHOOL ROOM UPDATE Cllr Pilcher circulated a status update. The listed building consent was granted on the basis of minimal repairs, but when the work started it revealed further problems. Advice has been sought from the VWHDC Conservation Officer, Oxfordshire Buildings Trust and Andrew Townsend Architects (ATA). It will be necessary to re-apply for listed building consent for the required repairs. A quote has been received from ATA. Based on the Financial Regulations the Clerk recommended getting further quotes. The Parish Council agreed that alternative solutions should be sought for comparison purposes. Cllr Oberman pointed out that additional estimates will be required for grant applications. Mr Rumble provided details of a chartered surveyor in Wantage. Cllr Pilcher will discuss the situation with the WHST and the VHWDC. Oxfordshire Building Trust will not consider a grant until quotes have been received. Additional paperwork will be required to enable access to the building via Church Cottage. It was agreed that Mr Cole should not continue working until the situation had been fully assessed. Cllr Oberman suggested waterproofing the roadside wall. Cllrs Jenkins and Pilcher to discuss. Cllr Pilcher reported that Listed Building consent had been received to install a new plaque on the west wall to commemorate the 400 th anniversary of the Thomas Saunders Trust, however the plaque has not yet arrived. Heads of terms for the new lease were circulated via email to the Parish Council and the UMT. Cllr Oldnall had expressed some reservations. Cllr Banks noted that the lease did not mention that the building was used for meetings etc. He questioned whether, if the building is leased to the museum, the Parish Council could use it for other purposes. Afternote: Further to the above report, the matter was discussed out of committee on 18 July, with all Cllrs present except for Cllr Coad. Cllr Jenkins reported that alternative solutions to the proposal put forward by ATA (costed at £5,250) had been investigated, as follows: 1. The surveyor in Wantage suggested by a member of the public on 10 July had been contacted. After hearing of the current situation, he had recommended that an approach should be made direct to a structural engineer, whose report would clarify the extent of the problem and recommend solutions. 2. Clive Hudson Associates (of Caversham, near Reading) had then been approached. This firm is on the list of structural engineers supplied by the VWHDC and the Senior Engineer concerned (David Evans) is experienced in historic buildings and conservation matters. Mr Evans' proposal to carry out a structural inspection of the Old School Room and provide a report with recommendations was received on 13 July and amounted to £450. 3. A visual inspection of the building had been carried out by Mr A Whiting of Bare	KP/SJ

	<p>Leaning & Bare (Chartered Quantity Surveyors and Building Surveyors) on 17 July. Mr Whiting recommended that a structural engineer carry out a detailed survey of the building as soon as possible, in order to determine whether temporary shoring-up and /or weather protection of the south wall was required, in advance of remedial works. Bare Leaning & Bare did not wish to be considered for the appointment of administrator / project manager for the works but stated that the proposal put forward by ATA covered all the necessary points and offered excellent value for money. It was noted that ATA were familiar with the Old School Room, having carried out Condition Surveys in 2009 and 2016, and had also previously worked with, and were happy with, David Evans of Clive Hudson Associates.</p> <p>After discussion of the above, it was agreed by all present that:</p> <ol style="list-style-type: none"> 1. The situation was too urgent to await the meeting scheduled for 14 August or any further alternative solutions or costings. 2. The work likely to be required was too complex to be handled by the Parish Council without expert advice. 3. ATA should be appointed as administrator / project manager for the necessary works and that ATA should then appoint David Evans of Clive Hudson Associates, on behalf of the Parish Council, to carry out the necessary structural survey. 	
202/17	<p>S106 CONTRIBUTIONS – STATION ROAD DEVELOPMENT</p> <p>There is still no news on the funds. Cllr Sharp agreed to follow this up.</p> <p>A meeting was held on the Public Art project on 22 June. Clerk to send notes from the meeting to Cllr Pilcher by Wednesday. Cllr Pilcher has discussed the development of the leaflets with Will Amey. He has quoted £125. He will liaise directly with Tom Hills on this.</p> <p>The application for the Tennis Club contribution has been submitted. The Parish Council will be submitting a planning application for the work.</p>	<p>RS JE JE</p>
203/17	<p>VILLAGE OF THE YEAR SUBMISSION</p> <p>The application is progressing. The production team have said they are pleased with what is coming together.</p>	
	<p>PLANNING MATTERS</p>	
204/17	<p>New Applications to be considered:</p> <p>P17/V1581/HH – The Stables, Fernham Road. Dormer windows to front and rear of dwelling. Response due by 14th July. There was discussion about the planning history of the property. The Parish Council had no objection to this application but there were questions about the site. Cllr Jenkins to look into this.</p> <p>P17/V1602/HH – The Coach House, High Street. Installation of air-source heat pump. Response due by 14th July. The Parish Council had no objection to this application.</p>	<p>SJ</p>
205/17	<p>Update on outstanding planning applications</p> <p>P17/V1417/HH – The Willows, Packer’s Lane. Infilling of rear veranda with double glazed panels. Not yet determined. Afternote: Permission granted on 18 July</p> <p>P17/V0332/FUL- Craven Yard, Fernham Road. New dwelling and garage. Amended Plans. Cllr Sharp reported that it will be called in. Not yet determined.</p> <p>P17/V1366/FUL – Creslu, Woolstone Road. Replacement dwelling with new garage. Not yet determined.</p> <p>P17/V0902/HH – Church Cottage, Broad Street. Proposed dropped kerb, new opening in the garden wall and new driveway for parking. Not yet determined.</p> <p>P17/V2063/FUL – Appletree Cottage, High Street. Amended plans for demolition of garage. Erection of single storey rear extension, two storey front extension and loft. Permission granted.</p> <p>P17/V0485/O Land adjacent to Fawler Road. Development of two detached dwellings with attached garages. Refused.</p> <p>P17/V0728/FUL- The Glebe, Broadway Demolition of existing storage building and construction of a two bedroom building for a holiday let. Not yet determined.</p>	<p>SJ</p>

	Afternote: Permission granted on 15 July.	
	FINANCE	
206/17	To approve July payments and sign cheques: A full list of payments is attached to these minutes. Cllrs Oberman and Pilcher proposed and seconded approval of payments totalling £3604.42. RESOLVED. The cheques were signed.	
207/17	Review of Q1 expenditure against budget The accounts have been sent to Cllr Oldnall for review.	MO
	ANNUAL/QUARTERLY REVIEWS	
208/17	Annual Asset Inspection Cllr Jenkins agreed to do this.	SJ
209/17	UPKEEP (INC. WATERCOURSES) Tree Survey: A quote has been received from All Seasons Tree Services for the removal of 2 trees on the Jubilee Field; further quotes should be sought. Clerk to obtain a quote from Oakleaf for the removal of the poplars. Community Payback Grounds Maintenance: A meeting is to be arranged with Diane Major. The areas to be covered are: <ul style="list-style-type: none"> - Beside the stream adjacent to the allotments - Re-laying paving stones near Jubilee Field/Craven Common - Removing brambles on the footpath between Craven Common and Jubilee Field. Clerk to liaise with Cllr Pilcher regarding meeting dates.	JE / SJ JE/KP
	GENERAL	
210/17	Monthly Play Area inspections: Wicksteed will be replacing the faulty cricket stumps on the MUGA. Cllr Oberman reported that the inspection had been carried out. The whole area is looking tired. Paint is peeling on the small slide and the large slide will need some work soon.	
211/17	Website: Nothing to report.	
212/17	Village Defibrillator: In progress; nothing to report.	MO
213/17	Proposal to update The Courier: Additional support is required for The Courier. Cllr Jenkins to look into this.	SJ
214/17	Proposal by UHW to make the parish a UNESCO World Heritage Site: An email was sent to UHW but no response has been received. It was agreed to close this matter, however the Parish Council would not be able to support any application without consultation.	CLOSED
215/17	Parking at the Allotments: A letter about parking to be sent to all residents. Cllr Oberman to draft a sign.	SJ/JE/FO
	CONSULTATIONS	
216/17	Thames Water: Cllr Jenkins attended a presentation by Thames Water on the future of water provision. One option is a new reservoir near Abingdon; others include a desalination plant and water transfer.	
	CORRESPONDENCE AND MATTERS FOR THE AUGUST AGENDA	
217/17	Parish Partners: Cllrs Jenkins and Oldnall to attend the July and September events respectively. Fly Tipping: An incident of fly tipping was reported. It has been reported to Biffa. Clerk to report on Fix my Street. Dog Waste Bin on Jacksmeadow: A bin cannot be installed until a management company has been formed. Cllr Jenkins to check the situation with Redcliffe Homes	SJ/MO JE SJ
218/17	DATE OF NEXT MEETING: The next meeting will be Monday 14 th August 2017 at 7.30pm in The Old School Room. The Clerk gave her apologies; she will be on holiday.	

The meeting closed at 9.45 pm