

**Minutes of the Meeting of Uffington Parish Council**  
**Monday 9<sup>th</sup> October 2017 at 7.30pm**  
**At Thomas Hughes Memorial Hall**

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

District Councillor: Cllr Robert Sharp

County Councillor: Cllr Yvonne Constance

In attendance: Julia Evans (Clerk/RFO)

Members of the Public: Ms C Shahbazian

273/17	<b>APOLOGIES FOR ABSENCE:</b> None.	Action
274/17	<b>DECLARATIONS OF INTERESTS</b> None.	
275/17	<b>MINUTES OF MEETING HELD ON 11<sup>th</sup> SEPTEMBER 2017</b> Cllr Coad proposed acceptance of the minutes of the meeting held on Monday 11 <sup>th</sup> September 2017. Cllr Oberman seconded. RESOLVED. The minutes were signed.	
276/17	<b>REMAINING BUSINESS FROM PREVIOUS MEETING:</b> <b>247/17 (222/17 - 192/17-160/17) What goes on in Uffington?</b> – Cllr Oberman was thanked for organising the event which was very well attended. 24 out of 25 local organisations had presentations. <b>247/17 (22/17 - 217/17) Dog Waste Bin on Jacksmeadow</b> - Cllr Jenkins reported that an item had been put in The Courier. Cllr Sharp agreed to investigate the situation regarding the adoption of the estate by OCC Highways. <b>247/17 (192/17 - 164/17) Sign for Children’s Play Area</b> – The text for the proposed sign, including a logo, was agreed. A quote of £62.83+VAT was presented. Cllr Banks proposed accepting the quote. Cllr Oldnall seconded. RESOLVED. Clerk to place order. <b>247/17 (192/17 - 176/17) Consideration of advertising charges</b> – It was agreed that charges should be set at £20 for a quarter page, £30 for a half page and £75 for a full page. These costs include VAT and are for one year’s advertising. Cllr Jenkins proposed increasing the number of copies of The Courier to 500 and putting them in local shops, pubs etc. Cllr Oberman suggested a trial period followed by a review. <b>247/17 (222/17 - 209/17) Tree Survey</b> - Three quotes have been received. It was agreed to put aside £10k over the next five years for felling the three poplars. <b>271/17 – Village Trail opening</b> – Cllr Pilcher was congratulated on the completion of the village trail project. An opening ceremony has been arranged for 18 <sup>th</sup> October at 2pm. Cllr Oberman to contact Susan Kelsey; Cllr Pilcher to approach the Wantage Herald. The leaflets are almost ready. 1,000 to be printed, which will be paid by VOWHDC. The shop has agreed to stock brass rubbing kits.	CLOSED  RS  Clerk  SJ  CLOSED  FO/KP
277/17	<b>COUNTY COUNCILLORS REPORT</b> Cllr Constance reported that there was no progress on the proposals for a Unitary authority. A spatial strategy has been agreed between OCC, Oxford City and four district councils and a bid has gone in for funds for infrastructure, to support the increase in population in the big developments. Central Government has introduced a new calculation for housing need. However, this is unlikely to change housing numbers in Oxfordshire. Proposals are being developed for rolling infrastructure funding. There has been a restructuring of Highways Operations and there is a new drive to get more parishes involved in Oxfordshire Together. Keith Stenning is the new officer for highways and byways. Highways problems should continue to be raised via Fixmystreet. Craven	

	Common resurfacing has been delayed until 7 <sup>th</sup> November. Cllr Constance congratulated everyone on Saturday's event. Cllr Constance was thanked for attending.	
278/17	<b>DISTRICT COUNCILLORS REPORT</b> Cllr Sharp reported that LPP2 will be out for consultation on 11 <sup>th</sup> October. Replies will be sent to the Inspector, who is the same person who reviewed LPP1. The new waste lorries are now in operation. The Vale has appointed an interim CEO and heads of services. They will be in post until next April. Cllr Sharp was thanked for attending.	
279/17	<b>POLICE REPORT</b> The area police report was to be circulated by email.	
280/17	<b>OPEN FORUM</b> Ms Shahbazian raised issues regarding parking on the junction of Green Lane and Broad Street, which is causing the loss of sight lines, making it dangerous to exit the junction. She has contacted the police but has not received a response so far. Ms Shahbazian to send photographs to Cllrs Jenkins and Constance. Cllr Constance agreed to raise it with the area officers to find out what, if any, restrictions could be imposed. Cllr Jenkins agreed to request that residents park considerately in the next email newsletter.	YC / SJ  SJ
	<b>ONGOING PROJECTS</b>	
281/17	<b>PARISH COUNCIL ASSETS AND LAND REGISTRY</b> Nothing to report. Cllr Jenkins to contact Tom Hillman.	SJ
282/17	<b>PROPOSED DEVELOPMENT OFF FERNHAM ROAD</b> Nothing to report.	
283/17	<b>COMMUNITY LED PLAN UPDATE</b> Further research on care services for the elderly is on-going.	SJ
284/17	<b>NEIGHBOURHOOD PLAN UPDATE</b> The Landscape Capacity Study is to be reviewed at a meeting scheduled for 12 <sup>th</sup> October. The Steering Group has applied to the White Horse Show Trust for extra funding to complete the plan. The application is to be considered on 7 <sup>th</sup> November. The Steering Group's next public consultation event for all residents of the Uffington and Baulking plan area will be held at 7.15pm on Tuesday 14 November, in the THMH.	
285/17	<b>OLD SCHOOL ROOM UPDATE</b> The estimated cost for the repair work is £47,000 (excluding VAT). A funding strategy has been developed. Three quotes will be required for grant applications. It was suggested that an appeal for local fundraising should be made ahead of the quotes being received. A letter to be sent out to all residents with the next Courier. Cllr Oberman to review the letter. Cllr Pilcher reported that full accreditation was given last week. The museum had received 1012 visitors as at last weekend and takings over the season were £983. Cllr Pilcher is very pleased with this. There is a squirrel in the museum. Pest Control may need to be called in order to remove. Cllr Pilcher to deal with this. The annual fire safety check has been carried out. A new fire extinguisher was required. Cllr Jenkins congratulated Cllr Pilcher on achieving re-accreditation.	FO  KP
286/17	<b>S106 CONTRIBUTIONS – STATION ROAD DEVELOPMENT</b> 1. The Friends of St Mary's Church have sent a letter of thanks for the Parish Council's contribution to the porch project. 2. The installation of the play equipment is scheduled to start on 10 <sup>th</sup> October. It	

	<p>will be formally opened on 18<sup>th</sup> October.</p> <p>3. Cllr Jenkins to obtain more information on Phase 2 of the village trail project. It was agreed to wait until spring before making a decision on this.</p> <p>4. The Village hall work is in progress.</p>	SJ
	<b>PLANNING MATTERS</b>	
287/17	<p><b>New Applications to be considered:</b> P17/V2625/HH – Field Cottage, Upper Common Lane. Erection of a greenhouse and a summerhouse. Response due by 27<sup>th</sup> October. The Parish Council had no objection to this application.</p>	
288/17	<p><b>Update on outstanding planning applications</b></p> <p>P17/V2143/HH - West View Fernham Road. Single storey oak framed garden room extension to side following demolition of existing single storey extension. <b>Not yet determined.</b></p> <p>P17/V2111/O - Chapel Field Fawler Road. Erection of a detached two storey house. <b>Refused.</b></p> <p>P17/V1581/HH – The Stables, Fernham Road. Dormer windows to front and rear of dwelling. <b>Permission Granted.</b></p> <p>A query was raised regarding work being carried out at Dragon Hill. It was reported that the Planning department at VOWHDC had no issues with this.</p> <p>It was reported that part of Upper Common Lane has been listed for sale by auction on 24 October along with other parcels of land in the area. A copy of the legal pack is awaited.</p>	SJ
	<b>FINANCE</b>	
289/17	<p><b>To approve October payments and sign cheques:</b></p> <p>A full list of payments is attached to these minutes. Cllrs Oldnall and Banks proposed and seconded approval of payments totalling £21579.22. RESOLVED. The cheques were signed.</p> <p>Clerk to confirm that £110 for The Old Schoolroom is included in the ringfenced funds.</p>	Clerk
290/17	<p><b>Review of expenditure against budget</b></p> <p>Cllr Oldnall reported:</p> <ol style="list-style-type: none"> <li>1. The accounts continue to be well run and organised in spite of a considerably greater number of receipts and expenditure to/from a wider range of sources. The inclusion of the 'Analysis Sheet' for FY 17/18 has made monitoring spend against budget much easier and will make the FY 18/19 budget setting exercise more straightforward and robust.</li> <li>2. Audit related matters arising as a result of that meeting: <ol style="list-style-type: none"> <li>a. It was agreed that there was a need to make only a single adjustment to the budget at the mid-year point. This was to re-allocate the 'windfall' saving from the insurance premium to the Tree Surgery allocation which was over-budget due to the urgent need to fell 3 dangerous trees as a matter of priority as approved by the Council. There were no other significant imbalances between cost centres and minor changes that could be accommodated within cost centres.</li> <li>b. Need to monitor spend on general village maintenances (Other) over next 6 months to ensure sufficient budgeted for in FY 18/19 as the budget allocation had been used up in the first 6 months.</li> <li>c. Contrary to previous thinking we should not now de-register the PC from VAT registration as the number and value of transactions, especially related to S106 expenditure, warrant retaining registration.</li> </ol> </li> <li>3. Other Issues. <ol style="list-style-type: none"> <li>a. The copier contract has eventually been novated to the school and the account settled and closed.</li> <li>b. He had signed the bank statements as reconciled with the monthly totals presented at the Council meetings for the past 6 months (accidentally omitted during 1st quarter checks).</li> </ol> </li> </ol>	

	<p>4. Summary. No issues have been identified and the account continues to be well run. The Clerks efforts to refine and improve the information available to the Council are appreciated.</p> <p>The meeting agreed to the proposal in 2a above to move £540 from the insurance cost centre to Tree Surgery, and NOT to attempt to de-register from VAT.</p>	Clerk
291/17	<p><b>External Audit Report</b></p> <p>The external auditor raised the following issues:</p> <ol style="list-style-type: none"> <li>1. The internal auditor has entered 'not applicable' in box K in section 4 of the Annual Return which relates to Trust Funds.</li> <li>2. Section 2 of the Annual Return had to be amended as the auditor felt that box 11, which relates to trustees, was incorrect.</li> </ol> <p>The meeting agreed to ensure that the information was correctly entered in future.</p>	
<b>ANNUAL/QUARTERLY REVIEWS</b>		
292/17	<p><b>Field Tidy</b></p> <p>This has been scheduled for the weekend of 28<sup>th</sup>/29<sup>th</sup> October. A note is to go in The Courier. The work will focus on the side of the field near Upper Common Lane.</p>	SJ / GB
293/17	<p><b>UPKEEP (INC. WATERCOURSES)</b></p> <p>The village has received a second donation of c 2,000 crocus corms from Faringdon Rotary, via Douglas Dalrymple. To be planted beside the children's playground. Date tbc. Cllr Jenkins to ask for volunteers. Mr Dalrymple was thanked for the donation.</p>	SJ
<b>GENERAL</b>		
294/17	<p><b>Monthly Play Area inspections</b></p> <p>Cllr Oberman carried out the inspection on 9<sup>th</sup> October and presented the report. The steps on the slide have been turned. Cllr Oldnall reported a complaint about a gap at the top of the slide. Cllr Banks noted that the gap is visible and the slide is not broken; therefore the situation is acceptable. It was noted that the RoSPA report did not comment on it. No action to be taken.</p>	FO
295/17	<p><b>To consider new policies</b></p> <p>Cllr Jenkins presented updated Dignity at Work and Grievance policies. These were approved and are to be loaded onto the website.</p> <p>The Grants policy is to be reviewed again with reference to VAT. Cllr Jenkins to circulate.</p>	Clerk SJ
<b>CONSULTATIONS</b>		
296/17	<p><b>Joint Housing Delivery consultation – closes 23<sup>rd</sup> October</b></p> <p>There was no comment from the Parish Council.</p>	CLOSED
<b>CORRESPONDENCE AND MATTERS FOR THE NOVEMBER AGENDA</b>		
297/17	<p>None.</p> <p>Cllr Pilcher thanked the Parish Council for her Community Awards nomination.</p>	
298/17	<p><b>DATE OF NEXT MEETING:</b></p> <p>The next meeting will be Monday 13<sup>th</sup> November 2017 at 7.30pm in the Thomas Hughes Memorial Hall.</p>	Clerk

The meeting closed at 9.40 pm