

Minutes of the Meeting of Uffington Parish Council
Monday 12th February 2018 at 7.30pm
At The Old School Room

Present: Cllr Simon Jenkins (Chair), Cllr Karen Pilcher, Cllr Fenella Oberman, Cllr Graham Banks

District Councillor: Cllr Robert Sharp

County Councillor:

In attendance: Julia Evans

Members of the Public: Mr Steve Smith, Mr Rob Stewart

27/18	APOLOGIES FOR ABSENCE: Cllrs Oldnall, Coad and Constance.	Action
28/18	DECLARATIONS OF INTERESTS Cllr Pilcher for Craven Common (road surface). Cllr Oberman for the former Post Office, Broad Street.	
29/18	MINUTES OF MEETING HELD ON 8TH JANUARY 2018 Cllr Pilcher proposed acceptance of the minutes of the meeting held on Monday 8 th January 2018. Cllr Oberman seconded. RESOLVED. The minutes were signed.	
30/18	REMAINING BUSINESS FROM PREVIOUS MEETING: 4/18 (331/17 - 276/17 - 247/17 - 22/17 - 217/17) Dog Waste Bin on Jacksmeadow - Cllr Sharp stated that there is nothing further to report at the moment. 4/18 (331/17 - 276/17 - 271/17) – Village Trail opening – Cllr Pilcher reported: a) The smaller version of the map for the telephone kiosk has been installed and the leaflets printed. Cllr Pilcher to forward an invoice for the leaflet holders.	RS CLOSED KP
31/18	COUNTY COUNCILLORS REPORT Cllr Constance sent a report by email which was circulated. Cllr Jenkins raised the letter sent from OCC regarding planning. No action required by the Parish Council. a) Speed reduction on B4507. Cllr Jenkins suggested a footpath inside the field rather than signage on the road. The Parish Council view is that the road is unsuitable for travelling faster than 50mph. It was noted that the landowner has installed their own signs warning of pedestrians. Cllr Jenkins to contact Cllr Constance to see if the idea of a footpath could be progressed. Cllr Oberman to discuss with the landowner. b) Craven Common road surface. The situation is deteriorating. Lee Turner (OCC Highways) has looked at the problem.	SJ/FO
32/18	DISTRICT COUNCILLORS REPORT Cllr Sharp reported that the Vale budget will go before full council on 14 th February. A bid has been submitted to install electric charging points in Vale car parks next year, from 'Growth' funds. Funds will also become available for 'enhancing the public realm', to improve the environment and public spaces. Cllr Pilcher asked if verges could be reinstated. Cllr Sharp stated that this was the sort of thing that is being considered. The Parish Council is to apply so that this can be done. There will be a £5 increase in council tax. The Vale council has agreed the Oxfordshire Housing & Growth Deal, under which £150m will be available for infrastructure across the county over the next 5 years, and there will also be £60m for affordable housing. This is subject to agreement by all six Oxfordshire councils. Under the deal, Oxfordshire would be required to commit to plan for and support the delivery of 100,000 new homes between 2011 and 2031, through a joint statutory spatial plan (JSSP). Cllr Sharp was thanked for attending.	
33/18	POLICE REPORT The area report will be circulated by email and posted on the notice board when it is	SJ

	received. After note: Completed on 9/2/2018.	
34/18	<p>OPEN FORUM</p> <p>Planning Application at The Walnuts</p> <p>Mr Smith reported that in the amended plans the size of the proposed stable had been reduced by one third. It was now designed to hold 2 rather than 3 horses. Cllr Banks questioned the openings. It was confirmed that they are windows. Mr Smith stated that there is extant planning permission for a new access to the site if required. However the existing gate has been in place since 1910. Cllr Banks clarified the Parish Council's concerns over access. Cllr Pilcher questioned ownership of the ditch; OCC own the road side.</p> <p>Mr Smith and Mr Stewart were thanked for attending.</p>	
	ONGOING PROJECTS	
35/18	<p>PARISH COUNCIL ASSETS AND LAND REGISTRY</p> <p>Cllr Jenkins reported that the Hillman Partnership was still awaiting a full response from Land Registry for registration of the Old School Room.</p> <p>Cllr Jenkins has circulated a list of titles and common land registrations. He has also spoken to the former landowners regarding the transfer conveyance for the burial ground. Cllr Banks confirmed that the Parish Council held title to the extension to the burial ground which was donated by the Avenell family.</p> <p>A resident still wants to purchase the triangle of land at Craven Common from the Parish Council; it was reported that he is obtaining a valuation.</p>	SJ
36/18	<p>PROPOSED DEVELOPMENT OFF FERNHAM ROAD</p> <p>Nothing to report. Remove from the agenda.</p>	Clerk (agenda)
37/18	<p>COMMUNITY LED PLAN UPDATE</p> <p>Cllr Jenkins has been in touch with Oxfordshire Clinical Commissioning Group. An action plan for the area has been sent but it does not address the issue at hand. Cllr Jenkins to establish whether there is anything more local. If not, it was suggested that it may be necessary to revert to informal community support, which is already in place. It was agreed to put something in the next Courier then close this matter.</p>	SJ
38/18	<p>NEIGHBOURHOOD PLAN UPDATE</p> <p>There is a meeting on 13th February. The draft plan is being reviewed internally by the Steering Group, and a public event has been scheduled for 24 April.</p>	
39/18	<p>TBSM UPDATE</p> <p>Revision of 1989 Declaration of Trust</p> <p>There are still some outstanding issues on the Variation to the 1989 Declaration of Trust. Cllr Jenkins to discuss again with Mr Nowell. Cllr Pilcher to speak to Tessa Henessey.</p> <p>Draft Lease between the Parish Council and Uffington Museum Trustees</p> <p>A revised draft is due to be available for review next week.</p> <p>Museum update</p> <p>There is a problem with the electrics. The 5 year review is due in March. The electrician will resolve the problem at the same time as carrying out the review, at an estimated cost of £150. Should further electrical work be recommended, quotes would be sought.</p>	SJ/KP
40/18	<p>OLD SCHOOL ROOM REPAIRS UPDATE</p> <p>The method of repair has been revised as recommended by the Vale. Drawings have been updated. It is hoped that LB consent will be granted by the end of February.</p> <p>A grant of £6500 has been received from the Oxfordshire Buildings Trust. Other grant applications are in the pipeline. WHST has requested copies of the quotes before the grant request can be considered. Cllr Pilcher outlined all the other funds that were still available. Cllr Jenkins asked whether benefactors should be listed in the museum. It was agreed that only those benefactors donating more than a certain amount would be shown.</p> <p>Cllr Pilcher stated that the Conservation Officer of the South East Museum Service will visit while the repairs are underway to ensure the work is being carried out to the</p>	

	proper standards. The fundraising thermometer has been installed.	
41/18	<p>S106 CONTRIBUTIONS – STATION ROAD DEVELOPMENT</p> <p>Cllr Jenkins stated that the Cricket Club has now received its funds. A new list of funds has been received and will be circulated. The second invoice from Malcolm Hinton is due.</p> <p>Cllr Jenkins noted that the VAS is slow to light up. Clerk to check the settings with Messagemaker</p>	<p>SJ</p> <p>Clerk</p>
	PLANNING MATTERS	
42/18	<p>New Applications to be considered:</p> <p>P17/V3294/FUL – The Walnuts, Broad Street. Amended plans for proposed stable block, store and hay barn. Retrospective change of use from agricultural to equestrian. Having heard from Mr Smith the Parish Council is now happy to respond with No Objections. Cllr Jenkins to develop a response.</p> <p>P18/V0218/LB – The Vale Cottage. Internal alterations. The Parish Council had no objection to this application.</p>	SJ
43/18	<p>Craven Yard – New garage. The Vale Planning Enforcement team are looking into this. Cllr Sharp to chase for an update.</p>	RS
44/18	<p>Update on outstanding planning applications: P18/V0003/O – Dragon Hill, Woolstone Road. Outline permission for the development of two new dwellings. Not yet determined.</p> <p>P17/V3243/LB – Tom Brown Museum, Broad St, Uffington. Structural and in-situ conservative repairs to masonry and minor alterations to the Old School Room. For information only (Not yet determined)</p> <p>P17/V2670/FUL – Former Post Office, Broad Street. Proposed new dwelling with access. Not yet determined.</p>	
45/18	<p>OTHER PLANNING MATTERS</p> <p>Cllr Jenkins has requested a dropped kerb to enable easier road crossing by the shop. The site has been reviewed with Lee Turner. Mr Turner also reviewed the damaged road surface in Craven Common, the broken railings in Fernham Road and the removal of all signage relating to the former bus stops.</p> <p>A meeting has been held with Mr Preece about a potential application for 4 cottages on Fawler Road. The Parish Council has suggested that a pre-app be carried out, in light of the planning history on this site.</p>	
	FINANCE	
46/18	<p>To approve February payments and sign cheques:</p> <p>Cllrs Oberman and Pilcher proposed and seconded approval of payments totalling £4543.01. RESOLVED. A full list of payments is filed with these minutes. The cheques were signed.</p>	
47/18	<p>Q3 Finance Report</p> <p>Cllr Oldnall sent the following report:</p> <ol style="list-style-type: none"> 1. The accounts continue to be well run and organised in spite of a greater number of receipts and expenditure to/from a wider range of sources. No inaccuracies, inconsistencies or other issues were found. 2. Given the increased number of ring-fenced funds and advances payments (especially S106 funds), accounting for these needs to be clear and separate from the routine parish expenditure met mainly from the precept. To be discussed with the RFO for FY18/19. 3. Monthly reporting, 3 points: <ol style="list-style-type: none"> a. As expected, the inclusion of the 'Analysis Sheet' for FY 17/18 made setting the FY 18/19 budget more straightforward and robust. The only significant additional elements being the cost of OSR repairs and associated fund-raising. b. There may be some further improvements that can be made to this Analysis 'sheet'. c. The generation and layout of the monthly financial analysis which now, usefully, 	MO/Clerk

	<p>includes VAT owed as a creditor which makes the reserve figure more accurate on a month-by-month basis to be discussed with the RFO.</p> <p>4. Bank statements have not been checked against the monthly totals reported to councillors at the PC meetings. This will be completed as part of the Q4 review.</p> <p>Summary. No issues have been identified and the account continues to be well run. There are potential areas for improved reporting to be discussed with the RFO for FY18/19.</p>	MO/Clerk MO
48/18	<p>To consider the Grounds Maintenance Contract for 2018/19 Acceptance proposed and seconded by Cllrs Pilcher and Oberman. RESOLVED. The contract was signed. It was suggested that the first cut of rural and urban verges should be made in March.</p>	
49/18	<p>Jubilee Field Trust – the way forward The trust deed was circulated. The Parish Council is a Custodian Trustee. There does not appear to be a capacity for amendment. Cllr Jenkins to discuss with OPFA.</p>	SJ
	ANNUAL/QUARTERLY REVIEWS	
50/18	<p>Parish Council aims and objectives for 2018/19 Cllr Pilcher requested an addition ‘to work with UMT to bring the Trust up to date’. Cllr Jenkins added ‘to sort out the Jubilee Field Trust’. Cllr Jenkins to update the list.</p>	SJ
51/18	<p>UPKEEP (INC. WATERCOURSES) Footpath 12 – an application to install three kissing gates is to be submitted. Cllr Jenkins to get the quotes for installation. Funding will be sought from The Trust for Oxfordshire’s Environment (TOE2) Ltd. Additional funding will be required and the WHST was suggested. Cllr Oberman suggested using S106 money. Cllr Jenkins to look into this. Crocuses – last year’s bulbs are starting to come through, but none yet from this year’s planting. They need to be protected from mowing. Cllrs Pilcher and Jenkins to action this and also inform the person who does the mowing. A large hedge belonging to the Parish Council outside Benjie’s Cottage needs to be cut. Cllr Jenkins to ask the local team to do this. Cllr Pilcher has walked around the village with a resident who had concerns about its appearance. There are 4 or 5 areas around the village that need attention. Cllr Jenkins to instruct a tree surgeon to deal with one area. After Note: Following a report on Fix my Street, this has been referred to the landowner. Where damage has occurred to verges Cllr Pilcher stated that the Parish Council will write if it is known who caused the damage. Cllr Pilcher suggested that the resident joins the local team to help keep the village tidy. Cllr Banks reported that the ditches are running well. There are no major blockages. A few gullies have been cleared.</p>	SJ SJ SJ
	GENERAL	
52/18	<p>Monthly Play Area inspections Cllr Oberman reported that everything was fine in the Play Area. GDPR Work is just beginning on this. The first step will be a data audit. Cllr Jenkins and JE will be attending a training session in March.</p>	JE
	CONSULTATIONS	
53/18	RAF Brize Norton Public Consultation. The Parish Council had no comment to make.	
	CORRESPONDENCE AND MATTERS FOR THE MARCH AGENDA	
54/18	<p>Jubilee Field Camping. It was agreed that camping on the Jubilee Field was not permitted. Cllr Jenkins to reply to the query. Battles Over – end of WW1 commemoration. This is mainly aimed at churches and details have been forwarded to the Vicar. It was noted that the museum will have a display on WW1. It was agreed that no further commemoration events would be</p>	SJ

	<p>organised by the Parish Council.</p> <p>Royal Wedding. It was agreed not to celebrate this occasion.</p> <p>DMMO Request. Cllr Oberman suggested speaking to a resident who assisted in the previous campaign. Cllr Jenkins agreed to do this.</p> <p>Field Tidy – Scheduled for 17th March. Cllr Jenkins suggested offering coffee and cake to the volunteers. A reminder that this is a litter pick as well to be sent out. Cllr Pilcher suggested that the Cubs or Scouts might be able to help. Cllr Oberman suggested writing to the Scout leaders. Cllr Jenkins agreed to do this.</p> <p>Dog Mess – Cllr Pilcher noted that there were lots of comments on social media about dog mess in the village. Cllr Jenkins to put a reminder in The Courier.</p>	<p>SJ</p> <p>SJ</p> <p>SJ</p>
55/18	<p>DATE OF NEXT MEETING</p> <p>The next meeting will be Monday 12th March 2018 at 7.30pm in the Thomas Hughes Memorial hall.</p>	

The meeting closed at 10.15 pm