

**Minutes of the Meeting of Uffington Parish Council**  
**Monday 14<sup>th</sup> May 2018 at 7.30pm**  
**At Thomas Hughes Memorial Hall**

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

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Robert Sharp

County Councillor:

Members of the Public: Mr D Gant and Mr D Collins

115/18	<b>APOLOGIES FOR ABSENCE:</b> County Cllr Constance.	Action
116/18	<b>DECLARATIONS OF INTERESTS</b> Cllrs Oberman and Pilcher declared an interest in Item 10 a. I – Planning application P18/V0865/FUL. (see 129/18 below).	
117/18	<b>MINUTES OF MEETING HELD ON 9 APRIL 2018</b> Cllr Pilcher proposed acceptance of the minutes of the meeting held on Monday 9th April 2018. Cllr Banks seconded. RESOLVED. The minutes were signed.	
118/18	<b>REMAINING BUSINESS FROM PREVIOUS MEETING:</b> <p>a) <b>86/18(59/18 - 30/18 - 4/18 - 331/17 - 276/17 - 247/17 - 22/17 - 217/17) Dog Waste Bin on Jacksmeadow</b> – Cllr Sharp does not know when the roads will be adopted. Mr Gant reported that a meeting should have been arranged with the Management Company Remus, to discuss the future of the Management contract, but this has not yet happened. Cllr Sharp stated this will not cover the roads, and will follow this up. Cllr Jenkins to speak to Redcliffe Homes. <b>After Note:</b> Redcliffe Homes confirmed that the public open space in Jacksmeadow was handed over to Remus on 20<sup>th</sup> March 2018; Remus are the managing agents working for the Management Company. The Management Company will be the residents of Jacksmeadow estate. It is understood that Remus will be inviting all residents to an initial meeting shortly.</p> <p>b) <b>86/18 (59/18 -51/18) Footpath 12</b> – A grant application has been submitted and acknowledged. Explicit permission is required of the landowner. Cllr Jenkins to follow this up. It was noted that the gates will require a rubble foundation. <b>After Note:</b> Landowner permission has been confirmed and the application is under consideration.</p> <p>c) <b>86/18(59/18 - 31/18) Speed restrictions on B4507</b> – Cllr Jenkins felt that more action was required in respect of pedestrians using the road at one of the Britchcombe Farm campsites . Cllr Constance agreed (by email) as did Cllr Sharp, who felt that road signs were a good idea. The Parish Council agreed that official signs would be better than the home made ones already present, but Cllr Oldnall expressed concern over the cost. Cllr Jenkins to write to the landowner and follow up the idea of road signs with OCC.</p> <p>d) <b>93/18 – War Memorial</b> – Cllr Pilcher reported that there were 18 names on the war memorial but 32 men associated with Uffington had died in action. Cllr Pilcher to investigate further and to establish the criteria for inclusion on the memorial. Cllr Pilcher to reply to the resident who had suggested that the War Memorial needed refurbishment.</p>	C/F: RS  RS / SJ  SJ  SJ  KP
119/18	<b>COUNTY COUNCILLORS REPORT</b> Cllr Constance sent a report by email which included the following: <ul style="list-style-type: none"> <li>• BUDGET for 2019/10 has been increased by 5.99% to include 3% ring-fenced</li> </ul>	

	<p>increase for social care - children and adults.</p> <ul style="list-style-type: none"> <li>• SOCIAL CARE : Care worker recruitment drive has already attracted more applicants in 5 months as in past 2 years.</li> <li>• POTHoles : As Cabinet Member for Environment and Transport Cllr Constance has raised potholes to the top of the OCC agenda. The Government has provided £2.8 million extra for repairs, giving about £16 million for road repairs this year. Adverse weather over the winter has severely damaged the roads. Reports to Fix My Street are now running between 7,000 to 8,000 per month, up from the average of 2,000 per month. Two extra repair teams have been bought in and an additional Dragon Patcher has been purchased.</li> <li>• HGVs : OCC is working with Trading Standards to police HGVs ignoring weight restrictions on rural roads and bridges. Since Feb 2016 there have been 100 prosecutions with 57 more cases under active investigation.</li> <li>• GROWTH DEAL : A deal with the Government brings £215 million over 5 years for infrastructure, including £60 million for affordable housing.</li> <li>• UNITARY COUNCIL : the plan agreed by all councils last year for a Unitary authority is still with the Secretary of State.</li> <li>• EAST WEST RAILWAY : Funding of £1billion has been secured to extend the East/West railway from Bicester to Bletchley (Milton Keynes). Following this model a new consortium will now be formed by the councils east of Bletchley to extend the railway to Bedford and Cambridge.</li> <li>• OXFORD EXPRESSWAY : There are 3 possible 'corridors' to route this road through Oxfordshire, which makes us the most affected by this development. A preferred route has not been decided, as the technical assessments are not yet available. OCC has responded to Highways England that the Expressway must NOT use the section of A34 through central Oxfordshire, and must not seek to use A34 where it serves as a local road past Oxford City. It must also be developed separately from local planned enhancements like the Culham river crossing. The VWHDC prefers a route south of Abingdon; SODC prefers a route north of Oxford and they have called for a public enquiry.</li> <li>• THAMES WATER'S RESERVOIR : OCC has called for more detail about TW's estimates of population growth in the county. They have asked also how much of the water will be sold to other water companies, and called (again) for TW to speed up their programme of leakage reduction to 'delay the need for a reservoir as long as possible.</li> <li>• ENVIRONMENT : OCC is planning first Zero Emission Zone in the world for centre of Oxford by 2020. Improvements for cyclists in and around Oxford City have been initiated and there have been consultations on how to increase recycling. Cllr Coad reported that he had seen correspondence regarding work on the road at Craven Common. Cllr Coad to forward to Cllr Jenkins who will speak to OCC Highways.</li> </ul> <p><b>After Note:</b> OCC Highways have confirmed that they have the Micro programme scheduled to begin mid-July with Craven Common included.</p>	SJ
120/18	<p><b>DISTRICT COUNCILLORS REPORT</b></p> <p>Cllr Sharp reported that the LPP2 examination would take place in the summer. The successful infrastructure bids include funding for the Didcot/Harwell area with a small amount for the Wantage eastern relief road. Cllr Barber has stepped down as leader and Cllr Roger Cox is likely to be his successor. This will be ratified on Wednesday. The Vale has called for a Public enquiry on the Oxford-Cambridge expressway. BBOWT and CPRE are also calling for more consultation.</p> <p><b>After Note:</b> Cllr Roger Cox has been elected the new Leader of Vale of White Horse District Council and Cllr Monica Lovatt elected chairman. Cllr Sharp was thanked for attending.</p>	
121/18	<p><b>POLICE REPORT</b></p> <p>An email report was circulated.</p>	
122/18	<p><b>OPEN FORUM</b></p>	

	Mr Collins asked what was happening to the Old Post Office. Cllr Jenkins gave an update on the Planning Application.	
	<b>ONGOING PROJECTS</b>	
123/18	<p><b>Land Registry</b> Old School Room – Land Registry will be sending a surveyor out to look at the site. It was noted that the original map showed a track included in the land parcel. Cllr Jenkins has confirmed that the Parish Council will take this on.</p> <p>Burial Ground – the Solicitor has requested a value for the land. Cllr Oldnall noted that there was a specific formula to be used to calculate the value and agreed to provide this.</p>	MO
124/18	<p><b>Community Led Plan</b> Cllr Jenkins to produce a draft Final Report.</p>	SJ
125/18	<p><b>Neighbourhood Plan</b> The pre-submission draft has been completed, and a public meeting was held on 24 April. The statutory 6 week pre-submission consultation commenced on 7 May, although notification to external consultees was delayed by one week, to permit agreement of the privacy policy. This will extend the consultation period by one week to 26 June. A copy of the plan is available in various public places in Uffington and Baulking. A copy of the executive summary will be sent to all residents of Uffington and Baulking.</p>	
126/18	<p><b>TBSM Update</b></p> <ul style="list-style-type: none"> <li>a) <b>Trust Deed</b> - The solicitor has sent out the recommendation on the Trust deed and this is expected any day.</li> <li>b) <b>UMT lease</b> - The lease is ready and the meeting agreed that it should be signed. It will be added to the Contracts and Leases register.</li> <li>c) <b>Museum update</b> - It has been a slow start for the new exhibition. Cllr Pilcher is chasing for the electrical report.</li> </ul>	Clerk KP
127/18	<p><b>Old Schoolroom Repairs</b> The repair account was circulated and showed £14.5k still to be raised, but there are commitments which have not yet been received. Cllr Pilcher stated that the fundraising had gone extremely well.</p> <p>A meeting was held with the Architect and the Builder at which the contract was signed. Work will start on 11<sup>th</sup> June and should be finished by 6<sup>th</sup> August. There will be no traffic control as the scaffolding will be off the road. The Vale has asked for photographs of the stone in order to discharge one of the planning conditions. John Cole has agreed to provide this. Payments will be made at 4 weeks and 8 weeks with 2.5% retained for 6 months. Approval for delegation of payments within the agreed budget for the work – proposed: Cllr Jenkins, Seconded: Cllr Oldnall. RESOLVED.</p> <p>It was agreed to keep the fundraising campaign open until the project is complete. Cllr Pilcher noted that there were two other projects lined up for the Old Schoolroom: cleaning and repair of the windows and landscaping and access improvements.</p>	
128/18	<p><b>S106 Contributions</b> It was agreed that refurbishment of the War Memorial would not be a suitable S106 project.</p> <p>Awaiting final costs for the Scouts trailer so that the funding can be approved.</p> <p>The Cricket Club has submitted an application for their funds which are specifically for Cricket. Clerk to review the application.</p>	Clerk
	<b>PLANNING MATTERS</b>	
129/18	<p><b>New Applications to be considered:</b> <b>P18/V0865/FUL – Former Post Office, Broad Street.</b> Proposed new dwelling with access. The meeting agreed to support this application on the grounds that the development was on a brownfield site and the existing building is deteriorating.</p>	
130/18	<b>Craven Yard – New garage.</b> The matter is with the enforcement team. No update	

	available.	
131/18	<b>Planning Appeal – P17/V2111/O-UFF, Chapel Field, Fawler Road.</b> The appeal was dismissed.	
132/18	<b>Update on outstanding planning applications: P18/V0003/O – Dragon Hill, Woolstone Road.</b> Outline permission for the development of two new dwellings. Response due by 27th January 2018. <b>Refused.</b>	
	<b>FINANCE</b>	
133/18	<b>To approve May payments and sign cheques:</b> Cllrs Pilcher and Oldnall proposed and seconded approval of payments totalling £1816.13. RESOLVED. A full list of payments is filed with these minutes. The cheques were signed.	
134/18	<b>New NALC Pay Scales</b> The new scales, applicable from 1 <sup>st</sup> April 2018, were presented and adopted.	
135/18	<b>Electronic Payments</b> A letter from HMRC was presenting requesting that the Parish Council pay by electronic means going forward. A discussion on financial control followed. Clerk to establish whether it is possible to impose a transaction limit on electronic payments. Cllr Jenkins proposed adopting electronic payments; Cllr Pilcher seconded. Cllrs Jenkins and Oldnall to work with the Clerk to get the mechanism and controls set up.	SJ/MO/Clerk
136/18	<b>Application for funding from 1st SITV Scout Group</b> £638 has been agreed for the trailer. A further amount may be required for a tarpaulin cover for another trailer. Cllr Jenkins to chase.	SJ
137/18	<b>Shared Printer for the Clerk</b> A printer has been identified. The Parish Council would pay 35% of the cost. Various suppliers are to be investigated.	Clerk
138/18	<b>THE JUBILEE FIELD TRUST – THE WAY FORWARD</b> Tessa Hennessey's report was reviewed. The meeting agreed to accept the advice given. A separate meeting of the Jubilee Field Trust is required. The first meeting is to be held on 21 <sup>st</sup> May at 7.30pm in The Old Schoolroom. Clerk to prepare an agenda.	Clerk
	<b>ANNUAL/QUARTERLY REVIEWS</b>	
139/18	<b>Review of Asset Register</b> The updated Asset Register was adopted. <b>Quarterly Asset Inspection</b> Cllr Jenkins presented the inspection report. Three issues were raised. <ol style="list-style-type: none"> <li>1. Some of the newer dog bins have lost their lids. It was agreed to take no action on this.</li> <li>2. Around 50% of the posts in the fence from the allotment footbridge toward Waylands have rotted. Cllr Jenkins to contact the landowner.</li> <li>3. General tidiness of the Burial Ground. Cllr Jenkins felt some strimming was required. Cllr Banks noted that the hedges also needed some work and the embankment had a lot of Cow Parsley. Cllr Jenkins to look into the strimming and Cllr Banks to cover the other issues.</li> </ol>	CLOSED  SJ  SJ/GB
140/18	<b>UPKEEP (INC. WATERCOURSES)</b> <b>Flooding</b> - An email has been received from a resident regarding flooding in the area of Shotover Corner. Cllr Banks reported that the culvert arch under the road is detached and in danger of falling away. Cllr Jenkins to discuss with OCC Highways. <b>Wildlife</b> - It was noted that water voles (a protected species) have been seen in the village. The local wildlife trust is to survey the site. <b>Verges</b> - A discussion was held on whether to trim the verges from time to time to maintain tidiness in the central part of the village (High Street, White Horse and Woolstone Road). It was agreed to continue with the strimming. Cllr Jenkins to speak to the complainant. It was agreed that urban and rural grass cutting should be scheduled for mid-June. Clerk	SJ  SJ

	<p>to contact BGG.</p> <p>OCC have stated that sarsen stones will not be acceptable as protection for the verge outside the museum, all though bell bollards would be. It was agreed to review the situation once the building work is complete.</p> <p><b>Trees</b> – Cllr Pilcher reported that a branch has come down within the circle of oak trees on Jubilee Field. Cllrs Banks and Jenkins to investigate.</p> <p><b>Bonfire</b> – Cllr Banks asked for a date for the bonfire. It was agreed to wait until the autumn, after leaf fall.</p>	<p>Clerk</p> <p>GB/SJ</p>
	<b>GENERAL</b>	
141/18	<p><b>Monthly Play Area inspections</b></p> <p>Cllr Oberman reported that everything was fine in the Play Area. Help is required to lay slabs in the gateway although only one needs doing at the moment. It was agreed to wait until there had been some rain as the ground is too dry.</p> <p><b>GDPR</b></p> <p>Policies have been circulated along with an action plan and a data audit spreadsheet. Councillors to respond on the data audit by the end of the week. Privacy notices have been reviewed. Both were adopted. The data protection policy was reviewed and adopted. All to be put online.</p> <p>Some further work is required on the risk assessment. Cllr Jenkins to look at this.</p> <p>An email to gain explicit consent would be sent this week to all those on the distribution for the village newsletter.</p> <p>The format for Parish Council email addresses to be <a href="mailto:firstname.lastname@uffington.net">firstname.lastname@uffington.net</a>.</p> <p>Cllr Oldnall to set up the new addresses.</p> <p><b>Allotment Liability Insurance</b></p> <p>The Parish Council has a moral obligation to ensure there is cover. Quotes were provided from the National Allotments Society and Shield. It was agreed to join the National Allotments Society. Any additional cover to be at the plot holder's own cost. Tenancy agreements to be updated. An allotment co-ordinator is required.</p>	<p>Clerk / Cllrs</p> <p>SJ</p> <p>MO</p> <p>Clerk</p>
	<b>CONSULTATIONS</b>	
142/18	None	
	<b>CORRESPONDENCE AND MATTERS FOR THE APRIL AGENDA</b>	
143/18	An email regarding broadband/wi fi in the Village hall was discussed. No action at the moment.	
144/18	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting will be Monday 11<sup>th</sup> June 2018 at 7.30pm in the Thomas Hughes Memorial hall.</p>	

The meeting closed at 10.15 pm