

**Minutes of the Meeting of Uffington Parish Council
Monday 11th June 2018 at 7.30pm
At 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

County Councillor:

Members of the Public: Mr G Rumble, Mr and Mrs G Armishaw

145/18	APOLOGIES FOR ABSENCE: Cllr Mike Oldnall and County Cllr Constance.	Action
146/18	DECLARATIONS OF INTERESTS None.	
147/18	MINUTES OF MEETINGS HELD ON 14th MAY 2018 Cllr Oberman proposed acceptance of the minutes of the Annual meeting held on Monday 14 th May. Cllr Pilcher seconded. RESOLVED. Cllr Coad proposed acceptance of the monthly meeting held on Monday 14 th May 2018. Cllr Pilcher seconded. RESOLVED. The minutes were signed.	
148/18	REMAINING BUSINESS FROM PREVIOUS MEETING: <ul style="list-style-type: none"> a) 118/18 (86/18 - 59/18 - 30/18 - 4/18 - 331/17 - 276/17 - 247/17 - 22/17 - 217/17) Dog Waste Bin on Jacksmeadow – Cllr Jenkins reported that Remus, the management company responsible for public open space at Jacksmeadow, will be making contact with residents. Cllr Sharp reported that the paperwork regarding the adoption of the highway will be in place within the next couple of weeks. Signs will then go out and the road will become adopted after about three months. b) 118/18 (86/18 - 59/18 - 51/18) Footpath 12 – The TOE2 grant application has been approved for four kissing gates. David Forster will install them. The landowner rejected a request for Marlow gates as they are not stockproof. Awaiting confirmation of the process for claiming the grant. The S106 contribution will be £210. c) 118/18 (86/18 - 59/18 - 31/18) Speed restrictions on B4507 – OCC Highways have agreed to pay for and install warning signs. A letter to the residents concerned was circulated. Cllr Pilcher to review and send comments to Cllr Jenkins. d) 118/18 (93/18) – War Memorial – Cllr Pilcher reported that this was ongoing. Further work carried out suggested that the War Memorial should be listed. Cllr Banks suggested listing the memorial once the new names have been added. e) 119/18 – Craven Common Road Surface – Nothing to report. Work scheduled for July. f) 139/18 – Actions arising from quarterly asset inspection – Cllr Jenkins has tidied up the margins of the burial ground. Cllr Banks has dealt with the hedge line. Contact with the land owner regarding rotten posts remains outstanding. 	SJ SJ/KP KP SJ
149/18	COUNTY COUNCILLORS REPORT No report.	

	A briefing has been received from Peter Clark regarding a joint working proposal between the District Council and OCC. Noted. No further action. Cllr Jenkins congratulated the UBW Minibus team who were shortlisted for the best Volunteer Group.	
150/18	DISTRICT COUNCILLORS REPORT Cllr Sharp reported that Cllr Roger Cox had been elected leader of the VWHDC, with Ed Balgrove as deputy. Monica Lovatt was elected chairman for the coming year. Cllr Sharp remains in charge of finance. Alice Babcock is the member for leisure. Cllr Sharp was thanked for attending.	
151/18	POLICE REPORT An email report was circulated.	
152/18	OPEN FORUM Mr Rumble reported that there is now a hearing loop in the small hall. He gave a brief overview on how it works. The Committee are now considering another loop in the main hall along with a PA system. Mr Rumble will be responsible for the microphones. Cllr Pilcher noted that the PC would require the loop every month in case it was needed by meeting attendees. Mr and Mrs Armishaw asked the Parish Council if there were any questions regarding their planning application (Creslu). The following questions and answers were recorded: <ul style="list-style-type: none"> - Question over discrepancies in the boundary treatments. Response – there will not be a brick wall, only and post and rail fence with a hedge. - Query on render. Response – Brick at the bottom, render at the top. - Question over trees and hedges. Statement says there are none, but there is a willow in the garden. Response – it will not be possible to determine what will happen to the tree until the house is built, but it is hoped that it will remain. - Concern over the size of the building, especially the height, as it is a 3 storey building. There has been no pre-app with the Vale. The building is higher than the existing building and also higher than the approved 2017 plan. The footprint is also large. It was pointed out that the Vale Design Guide recommends 1 ½ to 2 storey buildings. Response – there was approval for a 3 storey building in the past. - The dwelling is in open countryside therefore the new dwelling must not be more than 50% greater than the original. - The statement on water courses is inaccurate, as there is a water course close to the property. 	
	ONGOING PROJECTS	
153/18	Land Registry Nothing to report. The burial ground was valued at £1000.	
154/18	Community Led Plan The final report was circulated. The Parish Council signed off on the CLP.	CLOSED
155/18	Neighbourhood Plan The pre-submission draft is now into the 6 week consultation period. No action will be taken until the end of the consultation on 26 th June. A meeting is scheduled for 29 th June to review the comments.	

156/18	<p>TBSM Update</p> <p>a) Trust Deed – The Solicitor’s response was not helpful. Cllrs Jenkins and Pilcher are revising the draft. It is hoped that this will be signed off at the UMT meeting on 6th August.</p> <p>b) UMT lease – This has been signed off and returned to the solicitor. Cllr Jenkins to chase.</p> <p>c) Museum update – It has been a slow start this year. Visitor numbers are down as are sales and donations. The jewellery sales are going well. Cllr Pilcher is looking at a new website for the museum.</p>	<p>SJ/KP</p> <p>SJ</p> <p>KP</p>
157/18	<p>Old Schoolroom Repairs</p> <p>The scaffolding has started to go up; this should be complete by 12th June. Traffic lights are not required. The funding report was circulated; there is just under £50k in the bank. The second half of the Vale grant is to come as well as the LEADER grant, which will be paid in stages in line with contractor invoices. The discharge of conditions is in hand and has been approved by the conservation officer. A final £35 has been received from the shop, making a grand total of £805. Cllr Jenkins to write a thank you letter. Cllr Pilcher reported that there is £1000 to come from the Uffington Players. The Parish Council recorded its grateful thanks. Cllr Jenkins to write a letter.</p> <p>The account includes £2000 from the precept. Cllr Jenkins proposed reducing this to £1000. Cllr Oberman seconded. RESOLVED. Clerk to update the accounts.</p>	<p>SJ</p> <p>Clerk</p>
158/18	<p>S106 Contributions</p> <p>An update was circulated. The vale has £30,600 and there is a small surplus in the PC account. Awaiting confirmation from the Scout Group for the amount of grant funding required. Cllr Jenkins is in contact with the Cricket Club regarding their project. The may apply for some funds from the PC S106 fund. Cllr Oberman has received requests for more benches in or near the playground. She will obtain some quotes.</p>	<p>FO</p>
	PLANNING MATTERS	
159/18	<p>New Applications to be considered:</p> <p>P18/V1197/FUL – Creslu, Woolstone Road. Proposed replacement dwelling. Although it was accepted that the existing dwelling should be demolished, the meeting agreed that the proposed dwelling was too high. The plans do not conform to the Design Guide and the emerging Neighbourhood Plan. Cllr Jenkins to contact the architect. It was agreed to record a holding objection for the time being.</p>	<p>SJ</p>
160/18	<p>Craven Yard – New garage. The matter is with the enforcement team. No update available. Cllr Sharp to chase.</p>	<p>RS</p>
161/18	<p>Update on outstanding planning applications:</p> <p>P18/V0865/FUL – Former Post Office, Broad Street. 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. Awaiting determination. A tree report is required as the development could have an impact on a tree with a TPO. Cllr Sharp to look into this.</p>	<p>RS</p>
	FINANCE	
162/18	<p>To approve June payments and sign cheques:</p> <p>Cllrs Jenkins and Banks proposed and seconded approval of payments</p>	

	totalling £3312.89. RESOLVED. A full list of payments is filed with these minutes. The cheques were signed.	
163/18	Q4 Finance Report Cllr Oldnall reported by email: Accounts continue to be well run. The bank reconciliations are signed off. There is one error in the analysis sheet which will be corrected. It is an internal figure and does not affect the accounts.	
164/18	Electronic Payments There is a problem with online registration. Clerk to work with Cllrs Jenkins and Oldnall to resolve the issue.	SJ/MO/Clerk
165/18	Appointment of Internal Auditor Two quotes have been received: Lightatouch: £285. Karen Swash: £65 per hour. Cllr Jenkins proposed appointing Lightatouch. Cllr Oberman seconded. RESOLVED.	
166/18	THE JUBILEE FIELD TRUST – THE WAY FORWARD Cllr Jenkins and the Clerk to work on the actions from the Jubilee Field Trust meeting.	SJ/Clerk
	ANNUAL/QUARTERLY REVIEWS	
167/18	Annual review of contracts and Leases The contracts and leases register was reviewed and approved. There is an issue regarding the calculation of the increase in the shop rent. Cllr Jenkins has requested clarification from the original solicitors. Awaiting a response. Review of Asset Register The updated Asset Register was adopted. Cllr Jenkins to update the dates. Clerk to post on the website.	CLOSED SJ SJ/Clerk
168/18	UPKEEP (INC. WATERCOURSES) Flooding - 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. Wildlife – The local wildlife trust has visited the site of the water voles and given advice on the management of the area. Field Tidy – To be decided in time for publication in the September Courier. Cllr Banks suggested late October or early November. Ditches – Cllr Oberman reported that the ditches around the Jubilee Field are very overgrown. Clerk to chase BGG regarding grass cutting. Cllr Oberman to look into strimming the area.	C/F: SJ Clerk/FO
	GENERAL	
169/18	Monthly Play Area inspections Cllr Oberman reported that everything was fine in the Play Area. Cllrs Oberman and Banks have laid slabs and sown grass seed. GDPR The IT policy was circulated, reviewed and approved. Clerk to post online. All the new email accounts have been set up. Updated Code of Conduct New paragraphs (20 and 21) have been included relating to dealing with the public. The update was approved. Clerk to post online.	Clerk Clerk
	CONSULTATIONS	
170/18	Have your say on housing land supply proposals. Cllr Jenkins proposed that the Parish Council respond to this. The meeting agreed.	SJ

CORRESPONDENCE AND MATTERS FOR THE JULY AGENDA		
171/18	<p>Request for permission for burial in cemetery Correspondence has been received from the vicar regarding Jeremy Hayden who has a strong connection with the village, and whose family would like him to be buried in the cemetery. The Parish Council agreed that the special condition was met and approval was given. It was noted that as a non-resident the fee would be doubled. The Parish Council further agreed to permit the late Mr Hayden's common law wife to be buried in the same plot when the time comes. Cllr Jenkins to write to the Vicar.</p> <p>Village Trail Leaflets Cllr Pilcher is to reprint the village trail leaflets. She requested that she be notified of any changes required by 26th June.</p> <p>Posters It was suggested that residents are reminded to remove posters advertising local events once the date for the event had passed.</p>	<p>SJ</p> <p>All councillors</p>
172/18	<p>DATE OF NEXT MEETING The next meeting will be Monday 9th July 2018 at 7.30pm in the Thomas Hughes Memorial hall.</p>	

The meeting closed at 9.55 pm