

Minutes of the Meeting of Uffington Parish Council
Monday 9 July 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, Cllr Mike Oldnall

Clerk/Finance Officer: Julia Evans

District Councillor:

County Councillor: Cllr Yvonne Constance

Members of the Public: Ms Nicki Rossiter, Ms Alison Clark and Mr Callum Skeat (CS)

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| 173/18 | APOLOGIES FOR ABSENCE District Cllr Robert Sharp | Action |
| 174/18 | DECLARATIONS OF INTERESTS There were no new declarations of interest. | |
| 175/18 | MINUTES OF MEETINGS HELD ON 11 JUNE 2018 Cllr Coad proposed acceptance of the minutes of the meeting held on Monday 11 June. Cllr Banks seconded. RESOLVED. The minutes were signed. | |
| 176/18 | <p>REMAINING BUSINESS FROM PREVIOUS MEETING</p> <p>a) 148/18 (118/18 - 59/18 - 30/18 - 4/18 - 331/17 - 302/17 - 276/17) Adoption of Jacksmeadow estate by OCC Highways. Cllr Jenkins reported that Redcliffe Homes Ltd had provided a copy of the S38 Plan sent to OCC Highways which shows the extent of the roads and footpaths that are down to be adopted; support from Cllr Constance was requested, who stated that the section concerned had been understaffed but were now addressing the backlog of work. After note: OCC had advised Cllr Constance on 10 July that: “the legal agreement is in place for Jacks Meadow and we are now awaiting legal/inspection fees and commuted sums. Once we have received these payments we will put the development site on a short maintenance period in which time we will inspect for any remedial works ahead of formal adoption.”</p> <p>b) Open space management at Jacksmeadow estate. Cllr Jenkins reported on recent correspondence with Redcliffe Homes Ltd and the residents meeting with Remus (the open space management company appointed by Redcliffe Homes Ltd) on 28 June. CS reported that following the meeting residents were reviewing the scope of work required for the open spaces and investigating the costs using local contractors; they were also trying to hasten the transfer of the open spaces from Redcliffe Homes Ltd to the management company. When this had taken place the current directors from Redcliffe Homes Ltd would be replaced by Jacksmeadow residents. CS was requested to keep the Parish Council informed of progress and to ask if assistance was needed.</p> <p>c) 148/18 (118/18 - 86/18 - 59/18 - 51/18) Footpath 12. Cllr Jenkins reported that the four kissing gates were scheduled to be delivered to the village on 10 July 2018. David Forster would install thereafter.</p> <p>d) 148/18 (118/18 - 93/18) – War Memorial. Cllr Pilcher reported that 18 names from WW1, 13 from WW2 and 1 from the Korean War were listed on the War Memorial; research indicated that a further 14 names from WW1 were missing. The War Memorial Trust had advised that additional names could be inscribed providing that they were not listed on a memorial elsewhere; there was no obligation to consult the families concerned but there should be consultation with the community. The need for any planning approval for new names to be added should be checked with the VOWHDC as the War Memorial is within the curtilage of the Grade 1 Listed St Mary’s Church.</p> | <p>YC</p> <p>KP</p> |

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| 177/18 | <p>COUNTY COUNCILLORS REPORT</p> <p>a) The general OCC report had been circulated prior to the meeting. Cllr Constance drew particular attention to the shared service arrangements between OCC and Cherwell District Council – which is subject to final approval by both councils.</p> <p>b) Local Plan Parts 1 and 2. Cllr Constance is very concerned at infrastructure issues in the Fyfield / Tubney / Kingston Bagpuize area; these will be discussed at a meeting on 24 July. The large allocations of new housing, with many new residents travelling to Harwell, is giving rise to major traffic problems in the Marcham and Frilford areas; the traffic on the A420 is so bad that extra 66 buses are required and ‘just in time’ deliveries to car factories in Swindon are affected.</p> <p>c) Roads. Cllr Constance was pleased that the OCC Highway Maintenance factsheet for Summer 2018 had been circulated and agreed to check on the programming of the resurfacing of Craven Common promised for July.</p> <p>d) Pedestrian safety at Britchcombe Farm. With 1,000 campers on site last weekend and the weekend before, Cllr Constance was very concerned at road safety. After note: OCC Highways have responded that ‘pedestrians in carriageway’ warning signs should be installed within 3 to 4 weeks.</p> <p>e) Cllr Priority Fund. Cllr Constance reported that her fund amounted to £15,000 and she was hoping to receive bids before October 2018.</p> <p>f) Uffington & Baulking Neighbourhood Plan. Progress is reported in Item 182/18 below.</p> | |
| 178/18 | <p>DISTRICT COUNCILLORS REPORT (No report)</p> | |
| 179/18 | <p>POLICE REPORT The Faringdon Neighbourhood Team newsletter for July 2018 had been circulated.</p> | |
| 180/18 | <p>OPEN FORUM Following a recent death in Uffington, Ms Nicki Rossiter and Ms Alison Clark stated that there was a strong need for a defibrillator in the village; they discussed a number of possible locations and volunteered to start a fundraising campaign. The principle was agreed and it was decided that the funds would be held by the Parish Council in a ring-fenced account, to be applied to the annual maintenance needs of a defibrillator. The project will be taken forward by Cllrs Pilcher and Jenkins.</p> | SJ / KP |
| | <p>ONGOING PROJECTS</p> | |
| 181/18 | <p>Land Registry The solicitors have reported that the Land Registry is still working on the Parish Council’s claim to the Old School Room title and there is no news concerning the claim to title for the Burial Ground.</p> | |
| 182/18 | <p>Creation of a Neighbourhood Plan Cllr Oldnall reported that the UB NP Steering Group is to meet on 12 July to review the comments made to the public consultation on the pre-submission draft of the Plan which had finished on 26 June. There was concern on the VOWHDC’s interpretation of ‘open countryside’ as regards the siting of potential new dwellings in the Plan area and their reluctance to define the ‘built area’ of either village.</p> | |
| 183/18 | <p>TBSM Update</p> <p>a) Trust Deed. The draft variation to the 1989 Trust Deed will be tabled for approval / signature at the next meeting of the Uffington Museum Trustees on 6 August.</p> <p>b) UMT lease. This is awaiting completion by the solicitors.</p> <p>c) Museum update. Cllr Pilcher reported:</p> <ol style="list-style-type: none"> 1) The annual inspection of the roof space had been completed on 19 June 2018; there were no concerns. 2) There had been 32 visitors over the last weekend, but footfall overall was disappointing, despite signs now being placed at the National Trust | SJ |

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| | <p>car park and at Britchcombe Farm tea rooms; income from sales and donations was, however, holding up.</p> <p>3) The original 1,000 leaflets for the Village Trail had been used and a re-print was in hand.</p> | |
| 184/18 | <p>Old Schoolroom Repairs</p> <p>a) An up-to-date funding report had been circulated and a review meeting with the architects and the builder was scheduled for 11 July, at the four week point in the project. Subject to confirmation at this meeting, it appeared that no new structural issues had yet been identified.</p> <p>b) It was agreed that, subject to individual consent, any organisation / trust / charity etc which had contributed over £500 would be listed publicly to show the Parish Council's gratitude. It would be important to ensure that the text should also reflect the Parish Council's gratitude to all individuals who had made a contribution, of whatever size. The design and format of this acknowledgement remains to be agreed.</p> | SJ |
| 185/18 | <p>S106 Contributions</p> <p>Cllr Oberman reviewed her suggestions for new benches, which she had obtained in response to requests for more benches in or near the playground. It was agreed that there should be one inside the playground (with a back) and a double, S-shaped, bench (without a back) outside the playground. She would send further details including costs to Cllr Jenkins, to work up a case for the money to be released by VOWHDC.</p> | FO |
| | PLANNING MATTERS | |
| 186/18 | <p>General. On 1 June 2018 the Government introduced a new means for developers to secure a planning permission on land for developments of between one and nine houses. Developers can now apply to the District Council for PIP (Planning Permission in Principle) for housing development on a site and if this is granted then they follow up with an application for TDC (Technical Details Consent). Once PIP has been granted, the Local Planning Authority cannot revisit the principle of development and can refuse TDC only for "justifiable reasons". The developer enjoys the right of appeal against both PIP and TDC being refused or determined outside the stipulated timeframes, which have been shortened from 21 to 14 days. It was agreed that should such an application need to be reviewed quickly, an extraordinary meeting of available members of the Parish Council would be called by the Clerk.</p> | Clerk |
| 187/18 | <p>Appeal reference APP/V3120/W/18/3197431 - Land adjacent to Manor House. It was agreed that the Parish Council would stand by its earlier recommendation that this application should be refused. A response to this effect is to be uploaded to the website.</p> | Clerk |
| 188/18 | <p>Craven Yard – New garage. The matter is still with the enforcement team; Cllr Sharp had advised that a planning application to regularise the existing structure is in preparation.</p> | |
| 189/18 | <p>Update on outstanding planning applications:</p> <p>a) P18/V0865/FUL – Former Post Office, Broad Street. Proposed new dwelling with access. Permission granted.</p> <p>b) P18/V1197/FUL – Creslu, Woolstone Road. Proposed new dwelling. Not yet determined.</p> | |
| | FINANCE | |
| 190/18 | <p>To consider the application from 1st SITV Scout Group for an increase in S106 funding: The revised application from 1st SITV Scout Group for an increase to the previously approved grant of £638 to £963, for a larger trailer, was approved. Proposer: Cllr Pilcher, seconded by Cllr Banks. RESOLVED. This is subject to agreement from the two other agencies also contributing; the Scout Group to be notified accordingly.</p> | SJ |
| 191/18 | <p>To approve July payments and sign cheques: Cllrs Jenkins and Pilcher proposed and seconded approval of payments totalling £18,953.55. RESOLVED. A full list of payments</p> | |

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| | is filed with these minutes. The cheques were signed. | |
| 192/18 | Update on electronic payments: It was agreed that electronic payments would be approved by a minimum of two Cllrs and therefore the following should be able to log in for this task, in addition to the Clerk: Cllrs Pilcher, Oldnall and Jenkins. | SJ/ MO / KP |
| 193/18 | THE JUBILEE FIELD TRUST The Clerk confirmed that a spare account in the name of Uffington Parish Council had been designated as 'The Jubilee Field Trust Account'. The Clerk is to check the VAT status. | Clerk |
| | ANNUAL/QUARTERLY REVIEWS | |
| 194/18 | Review of Shop rent. Cllr Jenkins stated that he had received clarification on the interpretation of the rent review schedule in the lease between the Parish Council and the tenants. The rent would increase with effect from November 2017 by £26.88 pa, subject to any comments from the tenants. | SJ |
| 195/18 | UPKEEP (INC. WATERCOURSES) a) Flooding. Cllr Jenkins to remind OCC Highways of the damaged culvert in the area of Shotover Corner. b) Benches on Jubilee Field. See Item 185/18 above. | SJ |
| | GENERAL | |
| 196/18 | a) Monthly Play Area inspections Cllr Oberman's inspection for July showed that all items were serviceable, but four items to be kept under review. Cllr Oberman was requested to order new seats for the swing on the Upper Common Lane side of the Jubilee Field, and to investigate costs for a picnic table and seating in that area. b) Update on GDPR 1) A 'data cleanse' is to be carried out by the Clerk and all Cllrs. 2) A procedure for implementing the back-up of all electronic data held by the Clerk is to be proposed by Cllr Oldnall. c) To consider the installation of a defibrillator in the village See Item 180/18 above. d) To consider projects suitable for funding from the OCC Councillor Priority Fund See Item 178/18 above. | FO MO |
| | CONSULTATIONS | |
| 197/18 | None | |
| | CORRESPONDENCE AND MATTERS FOR THE AUGUST AGENDA | |
| 198/18 | None | |
| 199/18 | DATE OF NEXT MEETING The next meeting will be Monday 13 August 2018 at 7.30pm in the Thomas Hughes Memorial Hall. | |

The meeting closed at 22.05 pm