

**Minutes of the Meeting of Uffington Parish Council**  
**Monday 10<sup>th</sup> December 2018 at 7.30pm**  
**At Thomas Hughes Memorial Hall**

Present: Cllr Simon Jenkins (Chair), Cllr Karen Pilcher, Cllr Graham Banks, Cllr Paul Coad, Cllr Mike Oldnall, Cllr Fenella Oberman  
 Clerk/Finance Officer: Julia Evans  
 District Councillor: Cllr Robert Sharp  
 County Councillor: Cllr Yvonne Constance  
 Members of the Public: Mr Geoff Rumble, Mr David Collins

323/18	<b>APOLOGIES FOR ABSENCE</b> None	Action
324/18	<b>DECLARATIONS OF INTERESTS</b> Cllr Pilcher for agenda item 4c.	
325/18	<b>MINUTES OF MEETINGS HELD ON 12<sup>th</sup> NOVEMBER 2018</b> Cllr Coad proposed acceptance of the minutes of the meeting held on Monday 12 <sup>th</sup> November; Cllr Oberman seconded. RESOLVED. The minutes were signed.	
326/18	<b>REMAINING BUSINESS FROM PREVIOUS MEETING</b> <ul style="list-style-type: none"> <li>a) <b>296/18 (261/18 - 231/18 - 203/18 - 176/18 - 148/18 - 118/18 - 59/18 - 30/18 - 4/18 - 331/17 - 302/17 - 276/17) Adoption of Jacksmeadow estate by OCC Highways.</b> Cllr Constance agreed to follow this up.</li> <li>b) <b>296/18 (261/18 - 231/18 - (203/18 - 176/18 - 148/18 - 118/18 - 93/18) – War Memorial.</b> Cllr Pilcher to list the missing names and obtain quotes to have them added to the memorial. She will also check whether a faculty is required.</li> <li>c) <b>296/18 (261/18 – 231/18 - 203/18 - 177/18) – Resurfacing of Craven Common.</b> The work has been completed.</li> <li>d) <b>296/18 (261/18 - 254/18) – Trees of Remembrance.</b> A new tree had been purchased; a planting ceremony had been arranged for 15<sup>th</sup> December.</li> <li>e) <b>296/18 (285/18) – Village Hare.</b> The Parish Council insurers were unable to provide cover for the sculpture.</li> <li>f) <b>299/18 – Community Speedwatch.</b> A call for volunteers will be published in the next Courier. Cllr Jenkins proposed purchasing the equipment in conjunction with Shrivenham Parish Council, who were thought to wish to proceed on these lines. Cllr Oldnall stated that there must be volunteers from the community to ensure success. Cllr Jenkins agreed and will also include a note in the village email after Christmas. The Parish Council were in favour of proceeding if they can get enough volunteers and a 50/50 agreement with Shrivenham. Cllr Oldnall to look into the cost of the equipment.</li> </ul>	YC  KP  CLOSED  FO  CLOSED  SJ/MO
327/18	<b>COUNTY COUNCILLORS REPORT</b> Cllr Constance reported: The County Council budget for 2019 was based on a 2.99% increase. There had been an over spend on children's care of circa £67m but adult social care was well managed. 40,117 road defects had been repaired this year, and OCC were hoping to bring forward £10m to make further road improvements. The future strategic infrastructure spend was huge, to cover the delivery of new homes. OCC were currently objecting to Thames Water's proposals for a new reservoir in the Steventon area and had called for a public enquiry to understand the proposal and the alternatives. The Group Against Reservoir Development (GARD) believed that Thames Water could remove the reported 'need' by fixing leaks. The build on the East-West rail link was starting now. The route for the Oxford-Cambridge expressway was still undecided. OCC wants to use it to resolve some of the issues with the A34 (e.g., local traffic mixing with strategic). OCC was undertaking digitisation of more services, to reduce staff numbers. OCC were looking at highways improvements to resolve safety issues, especially at Blowing Stone Hill, Majors/Longcot Road junction and the A420. Cllr Constance was thanked for attending.	
328/18	<b>DISTRICT COUNCILLORS REPORT</b> Cllr Sharp reported: The new homes bonus settlement had been deferred. It should be discussed this week. All non-essential capital payments were on hold due to uncertainties over the new homes bonus. The Council Tax base was set last week; Uffington's was 369.3.	

	<p>The Council Tax charge on empty houses was to be increased. He had spoken to the S106 and Equalities Officers regarding the S106 application for benches on the Jubilee Field.</p> <p>Cllr Constance noted that there would be a government spending review next spring.</p> <p>Cllr Jenkins asked whether digitisation would trickle down to the District Council. Cllr Sharp stated that it would not. Cllr Constance clarified that the initiative related to county expenditure.</p> <p>Cllr Oldhall asked for an update on LPP2. Cllr Sharp reported that the Vale had replied to the Inspector's requests.</p> <p>Cllr Sharp was thanked for attending.</p>	
329/18	<p><b>POLICE REPORT</b></p> <p>The email report was circulated to all councillors and a copy put on the notice board.</p>	
330/18	<p><b>OPEN FORUM</b></p> <p>Mr Rumble reported that the stream had stopped running and may need clearance. Cllr Jenkins stated that Mr Godsell had cleared some of the silt and offered to help Mr Rumble.</p> <p>Mr Collins thanked Cllrs Constance and Jenkins for work on FP13. He asked who would pay for the improvements. Cllr Jenkins stated that the Public Rights of Way Officer for OCC had decided that the horizontal bar over the 850mm gap would be removed by OCC. Cllr Jenkins noted that the warning sign was partially obscured; the vegetation would be cut back by the landowner to ensure the sign was clear.</p> <p>Mr Collins stated that residents' concerns were still present due to the potential for motorised traffic. Cllr Oberman pointed out that this was no longer a Parish Council matter; it was being dealt with by OCC.</p> <p>Mr Rumble and Mr Collins were thanked for attending.</p>	
	<b>ONGOING PROJECTS</b>	
331/18	<p><b>Creation of a Neighbourhood Plan</b></p> <p>Cllr Oldhall reported that the Vale consultation on the Uffington and Baulking NP had started on 6<sup>th</sup> December and would finish on 24<sup>th</sup> January. Posters had been put up around the villages. A paper copy of the plan was on display in Uffington and Baulking churches. The expectation was that the referendum would take place in May 2019. Cllr Oberman pointed out that the papers in Uffington church were not well organised.</p>	
332/18	<p><b>Museum Update</b></p> <p>Cllr Pilcher suggested that this matter should be removed from the agenda. The meeting agreed.</p>	CLOSED
333/18	<p><b>Old Schoolroom Repairs</b></p> <p>It was agreed to transfer the balance in the OSR account, which is £19,146.47 to a separate bank account.</p> <p>A building control certificate had been applied for; a fee was payable to the District Council. There was a small amount left to be paid for the building repairs, due in March 2019.</p> <p>Cllr Pilcher noted that the second half of the grant from the Vale was still to be paid.</p> <p>Cllr Jenkins reported that there were buyers for the chalk and it should be gone by next spring.</p> <p>Cllr Pilcher had received the paperwork for the five year electrical review.</p>	Clerk
334/18	<p><b>S106 Contributions</b></p> <p>An updated S106 report was circulated in November. There had been an over spend, on paper, of £611.55, excluding the funds for the allotment bridge. Three options to deal with this had been put forward with the recommendation that it should be taken from the funds allocated to the bridge. This was agreed.</p> <p>The actual cost of the Scout Group project was £36 less than was paid. Cllr Pilcher proposed that they should not send a refund, but treat the money as a donation. Cllr Jenkins seconded. RESOLVED.</p> <p>Cllr Jenkins asked whether the Sports Club had any plans for their S106 funds. Cllr Pilcher stated that they were considering projects and had until 2027 to spend the money.</p> <p>Cllr Jenkins reported that some CIL money may be payable from the Creslu application. Such funds would be ring-fenced when received, and it was agreed to keep them separate from S106 funds in the interests of clarity.</p>	
335/18	<p><b>Defibrillator Project</b></p> <p>Cllr Constance was thanked for the grant toward the cost of the defibrillators. The balance will be paid by the WHST. The defibrillators have been ordered; the shipment date is 12<sup>th</sup> December. Cllr Jenkins had been looking into the information required by</p>	

	<p>South Central Ambulance Service. Cllr Pilcher reported that the electrician had ordered the installation kit and would book in an installation date as soon as the kit had been received.</p> <p>Cllr Coad questioned the use of the donations received. Cllr Jenkins noted that the funds were no longer required for maintenance as all the sites had agreed to cover the electricity costs and the spares (pads and batteries) were covered by the agreement with Cardiac Science. The group would now use the funds to provide residents with information on the location of the defibrillators.</p>	
	<b>PLANNING MATTERS</b>	
336/18	<p><b>Complaint investigation</b></p> <p>Cllr Pilcher reported that a complaint had been received about how a planning application had been dealt with. The complaint was dealt with according to the Parish Council's complaints procedure and a response had been sent to the complainant. The complainant had accepted the decision and the matter was now closed.</p> <p>The enquiry had resulted in some recommendations to the Parish Council:</p> <ol style="list-style-type: none"> <li>The Complaints procedure needed updating. Cllr Oldnall volunteered to do this. Cllr Banks volunteered to assist.</li> <li>Consideration was to be given as to whether it was appropriate for a Councillor who had a different opinion to that of the Parish Council, to submit their own comment. Clerk to ask OALC for their advice.</li> </ol>	<p>MO/GB</p> <p>Clerk</p>
337/18	<p><b>New Applications to be considered</b></p> <p>None. (The application for erection of 3 dwellings and associated works including new access onto Lower Common had only just been received and would be on the January agenda.)</p>	Clerk (agenda)
338/18	<p><b>Update on outstanding planning applications:</b></p> <ol style="list-style-type: none"> <li><b>P18/V2632/RM – Dragon Hill, Woolstone Road. Reserved Matters application following Outline approval P15/V2017/O</b> for erection of a single dwelling (all matters reserved except for access). Consent sought for all aspects following on from outline permission for development. Awaiting determination.</li> <li><b>P18/V2085/HH– The Willows, Packers Lane.</b> Proposed two storey rear extension and new roof light to existing roof amended by drawings received on 22<sup>nd</sup> October 2018. Granted.</li> <li><b>P18/V2716/LB – Tamarisk Cottage, Woolstone Road.</b> Replacement glazing to two ground floor windows. Awaiting determination.</li> <li><b>P18/V2052/FUL – Creslu, Woolstone Road.</b> Proposed replacement dwelling. Granted.</li> <li><b>P18/V2199/O – Land off Fernham Road.</b> Outline application with all matters reserved except for access, for up to 20 dwellings. Awaiting determination.</li> <li><b>P18/V2415/HH – 2 Shotover Corner.</b> Proposed rear extension and modifications to 2 Shotover Corner, Uffington to create accessible accommodation. Granted.</li> </ol>	
	<b>FINANCE</b>	
339/18	<p><b>Review of Q2 accounts</b></p> <p>Cllr Oldnall reported that the accounts continue to be well run and organised. The issues that arose when the Clerk went on leave earlier in the year had been addressed as part of the rewrite of the Financial Regulations required for the move to electronic banking. The revised procedures would ensure that the Council was always able to authorise and pay bills promptly irrespective of absences.</p> <p>The move to electronic banking was now well underway and should enable faster processing of bills and reduce the scope for errors arising from manuscript written cheques. The Clerk should continue to obtain the account details from as many creditors as possible to enable payment by BACS wherever possible.</p> <p>Value for money. Documented evidence of value for money checks (normally by 3 quotes or price comparisons) must be recorded in the Parish Council Meeting minutes before authorising payment to avoid unnecessary audit queries.</p> <p>The information on the increasing number of ring fenced cost centres was clear.</p> <p>There were no arithmetic or formula errors in the spreadsheet.</p> <p>There were no discrepancies between the bank statements and the spreadsheet or monthly financial statements.</p>	
340/18	<p><b>To approve December payments:</b> Cllrs Jenkins and Oberman proposed and seconded approval of payments totalling £2,213.87. RESOLVED. A full list of payments is filed with these minutes. The payments were reviewed and would be authorised electronically by Cllr Pilcher before 13<sup>th</sup> December.</p>	KP
341/18	<b>Digital Tax</b>	

	The clerk reported that from October 2019 all VAT registered organisations would be required to use the Making Tax Digital service to keep records digitally and use software to submit their VAT returns. Clerk to investigate further.	Clerk
342/18	<b>Grants</b> Grant request from Wantage Independent Advice Centre. Cllr Jenkins proposed £25. Cllr Banks seconded. RESOLVED.	
343/18	<b>2019/20 Budget proposal</b> The revised budget proposal had previously been circulated, with a proposed precept of £27,000. Following discussion it was agreed to reduce the precept to £25,750. Cllr Coad proposed accepting a precept of £25,750. Cllr Jenkins seconded. Agreed unanimously. RESOLVED.	Clerk
344/18	<b>THE JUBILEE FIELD TRUST</b> a) <b>Monthly Play Area inspections:</b> Nothing to report. b) <b>Jubilee Field Tidy:</b> Cllr Jenkins asked for a date for the spring tidy. The weekend of 16/17 March 2019 was agreed. c) <b>Poplar Trees:</b> A branch had fallen off one of the trees, and had been removed. BGG had quoted £5,300 to remove the trees. It was agreed to obtain two further quotes.	CLOSED  Clerk/SJ
	<b>ANNUAL/QUARTERLY REVIEWS</b>	
345/18	<b>Review of Shop rent.</b> Nothing to report. Remove from the agenda.	CLOSED
346/18	<b>UPKEEP (INC. WATERCOURSES)</b> a) <b>Footpath 13.</b> Following a meeting with OCC and residents, OCC had issued a report, which is summarised below: I. OCC (as highway authority for roads & public rights of way) will take this matter forward. II. British Standard BS5709:2018 sets out requirements for gaps, gates and stiles used on public footpaths and bridleways. OCC feels strongly that a village route such as FP13 must be accessible. III. The arrangement of posts at the eastern end of FP13 provides two gaps. One is considerably narrower than the required 1m. The other is 850mm but access for wheelchairs is made impossible, and pushchair access made difficult, by the presence of a horizontal bar. During the site meeting it was demonstrated that a wheelchair would be able to make use of the 850mm gap if the horizontal bar were removed. Undoubtedly this would also make things easier for anybody using a pushchair. As such OCC will be arranging for the horizontal bar to be removed in the New Year. IV. Residents expressed concern that removing the bar would open up the footpath to both cyclists and motorcyclists. Any unlawful use of this public footpath following removal of the horizontal should be reported directly to the Police; they are the only ones with power of enforcement. Reports are to be copied to OCC so a record can be kept on file. V. It is only the horizontal bar at the eastern end of FP13 which is to be removed. However it has been noted that none of the posts / barriers along the footpath comply with the British Standard and as such OCC reserve the right to revisit this should further complaints regarding a lack of accessibility be received. Cllr Oberman suggested that a sign indicating that motorised vehicles were prohibited should be erected. Cllr Jenkins to write to OCC with this suggestion. b) <b>Flooding.</b> The road at Shotover will be closed in February to enable the culvert to be repaired. c) <b>Benches on Jubilee Field.</b> A meeting was to be held on 13th December with the Equalities Officer from the District Council. It was noted that the curved bench can be raised if required. It was suggested that the current picnic bench remain in the original location and another, compliant one be installed near the car park. A seat with a back and arms may be required in the play area.	SJ  FO
	<b>GENERAL</b>	
347/18	a) <b>Village Trail.</b> It was agreed that the Parish Council would install the Packer's Forge post. b) <b>Parking in Patrick's Orchard.</b> The letter written to residents of Patrick's Orchard had raised some comments, and Cllr Jenkins had circulated a draft note to all Councillors; the points were: a. SORN cars – should the Parish Council take any action? It was agreed that this was an issue for Sovereign Housing Association as it was their land.	CLOSED  SJ/Clerk

	<p>b. Cars from the pub parking in the street. There was nothing that can be done about this.</p> <p>c. Access lane to the car park. It was agreed that the Parish Council cannot get involved in this. It was a private matter between two householders.</p> <p>d. Disabled parking space outside the church. Cllr Pilcher suggested speaking to the school. Cllr Banks pointed out that there are facilities available for disabled church goers.</p> <p>Cllr Jenkins agreed to speak to Ms Church.</p> <p><b>c) Local Council elections.</b> An item is to be placed in The Courier. A village email will be sent out nearer the time..</p>	<p>SJ</p> <p>SJ</p>
	<b>CONSULTATIONS</b>	
348/18	<b>a) Oxford to Cambridge expressway.</b> This was discussed by Cllr Constance (minute reference 327/18 above).	CLOSED
	<b>CORRESPONDENCE AND MATTERS FOR THE JANUARY AGENDA</b>	
349/18	None	
350/18	<b>DATE OF NEXT MEETING</b> The next meeting will be on Monday 14 <sup>th</sup> January 2019 at 7.30pm in the Thomas Hughes Memorial Hall.	

The meeting closed at 22.27