

**Minutes of the Meeting of Uffington Parish Council
Monday 9th September 2019 at 7.30 pm
At Thomas Hughes Memorial Hall**

Present: Cllr Simon Jenkins (Chair), Cllr Dale Pilchowski, Cllr Graham Banks, Cllr Nigel Puddicombe, Cllr Fenella Oberman

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Nathan Boyd

County Councillor:

Members of the Public: 1 member of the public

198/19	APOLOGIES FOR ABSENCE Cllr Oldhall and County Cllr Constance.	Action
199/19	DECLARATIONS OF INTERESTS None.	
200/19	MINUTES OF MONTHLY MEETING HELD ON 12th AUGUST 2019 Cllr Puddicombe proposed acceptance of the minutes of the meeting held on Monday 12 th August; Cllr Pilchowski seconded. RESOLVED. The minutes were signed.	
201/19	REMAINING BUSINESS FROM PREVIOUS MEETING a) 177/19 (155/19 - 131/19 - 107/19 - 77/19 - 52/19 - 29/19 - 4/19 - 326/18 - 299/18) – Community Speedwatch. No progress. Cllr Jenkins has chased through the NAG and Cllr Ware is chasing via the Deputy Police and Crime Commissioner. b) 194/19 – Consideration of a Winter Salt bin. The location for the bin has been agreed and the bin has been ordered. c) Parking on Broad Street. The van has been moved. The matter is closed.	SJ CLOSED
202/19	COUNTY COUNCILLORS REPORT No report.	
203/19	DISTRICT COUNCILLORS REPORT Cllr Boyd reported that newly formed Climate Emergency Committee has met. The Committee only has advisory powers. LPP2 – the deputy leader has written to the government regarding the housing figures. The matter will be discussed at the Vale cabinet meeting on 4 th October, and then at full council on 9 th October. Cllr Boyd urged anyone who wished to speak at the full meeting to register as soon as possible. Cllr Boyd to send the agenda for the meeting. Cllr Jenkins to write to the leader of the Council. There will be a pop-up business school in Shrivenham between 7 th and 11 th October. The Deputy Leader has written to the Government objecting to the Oxford-Cambridge expressway. A consultation on Electric Vehicle Charging points is due soon. OCC is working with Oxford City on a county wide strategy. Consultants have been appointed to carry out a feasibility study on a civil parking scheme. The Vale has appointed a cycling champion, and 22 nd September will be a car free day. Cllr Boyd reminded residents of the yellow letter about voting registration. He also reported that the Festival Grants scheme is now open. Cllr Boyd was thanked for attending.	NB SJ
204/19	POLICE REPORT No report.	
205/19	OPEN FORUM a) New planning application for land adjacent to Dragon Hill. The applicant presented the new plan, which is little changed from the currently approved one. It was noted that there is parking for at least three cars. The member of the public present was thanked for attending.	
	ONGOING PROJECTS	
206/19	UB Neighbourhood Plan The Vale is to print two copies of the plan for a 6 week post referendum consultation. The plan is made and has been adopted by the Vale. A summary of the NP policies has been circulated to the Parish Council. All documents will be moved to the Parish Council website. The NP website will be closed once the final consultation has completed.	MO
207/19	Old Schoolroom Repairs	

	<p>a) Sarsens - No progress.</p> <p>b) Review of building action plan – Cllr Oldnall suggested (via email) that a column indicating responsibility should be added. Mrs Pilcher will take responsibility for items 4, 5, 6 and 11. It was noted that there is some crumbling of mortar around the main entrance door; Mrs Pilcher will ask Mr Allen to work on this. Clerk to speak to a contact regarding a Fire Risk Assessment. Approval for spend up to £200 on this was given. Proposed Cllr Banks, Seconded Cllr Puddicombe. RESOLVED.</p>	<p>SJ</p> <p>KP Clerk</p>
208/19	<p>S106 and CIL Contributions</p> <p>Cllrs Jenkins and Pilchowski attended the Vale’s planning training on 9 September, which was very helpful. It was noted that self-build houses are not liable for CIL; to qualify the developer must live in the house they have built for at least three years; if the developer does not do this the liability for CIL will be backdated. The Vale has confirmed that it may be possible to apply for S106 funds for shop security. No application has been forthcoming from the shop owners. A note was circulated ahead of the meeting regarding the allotment bridge. The cost is estimated at present to be in excess of £45,000. Three quotes will be required for a project of this size. Cllr Banks explained the background to the situation. Cllr Jenkins outlined some alternative options. Cllr Jenkins to circulate the land transfer agreement. Cllrs Jenkins and Oberman to discuss the project with the landowner.</p>	<p>SJ/FO</p>
209/19	<p>Communications Survey</p> <p>Cllr Oldnall has circulated a draft of the findings, which were agreed and will be included in the next Courier. Cllrs Pilchowski and Jenkins to consider changes to the Courier.</p>	<p>DP/SJ</p>
	<p>PLANNING MATTERS</p>	
210/19	<p>New Applications to be considered</p> <p>a) P19/V1647/LB – The Laurels, Broad Street. Amended plans. The Parish Council had responded with no objections. Permission granted.</p> <p>b) P19/V1990/HH – 7 Jacksmeadow. Single storey rear and side extensions. The Parish Council had no objection.</p> <p>c) P19/V2064/HH – Land adjacent to Dragon Hill. New self-build four bedroom detached house with attached garage. The Parish Council had no objections, but expressed disappointment that the Neighbourhood Plan was not taken into account, since the plan was made before this application was submitted to the Vale. Cllr Jenkins to develop a response.</p>	<p>SJ</p>
211/19	<p>Update on outstanding planning applications:</p> <p>a) P19/V1641/FUL – Chapel Field, Fawler Road. Agricultural barn for storage of farm machinery. This application has been withdrawn.</p> <p>b) P19/V1647/LB – The Laurels, Broad Street. Internal and External refurbishment. Permission granted.</p> <p>c) P19/V1685/HH and P19/V1686/LB – The Laurels, Broad Street. Removal of oil tank and boiler. Replacement with two air source heat pumps. Permission granted.</p> <p>d) P19/V1075/HH – Little Thatch, Broad St. Alterations to access, driveway and front garden. Permission granted.</p>	
	<p>FINANCE</p>	
212/19	<p>To approve September payments: It was noted that the totals on the payment sheet were incorrect. Clerk to update and reissue. The payments totalling £1124.25 were approved. Proposed: Cllr Jenkins; seconded: Cllr Puddicombe. RESOLVED. Cllr Jenkins to authorise the payments online. The accounting summary was signed. Cllr Pilchowski asked whether the Clerk was aware of changes to VAT from 1st September. Clerk to look into this.</p>	<p>SJ</p> <p>Clerk</p>
213/19	<p>Savings Account: Cllr Jenkins proposed putting £20k from the OSR account into an interest bearing savings account. Cllrs Banks and Oldnall (via email) proposed putting more reserves into an interest bearing account. It was suggested that two new accounts be opened, one with a higher interest rate that was fixed for one year, and one with a lower interest rate that was instant access. The Virgin Money accounts were preferred. Clerk to investigate.</p>	<p>Clerk</p>
214/19	<p>Data backup</p> <p>Cllr Oldnall reported (via email) that three copies of the data were required, one copy on an external hard drive and the third on another hard drive or on ‘the cloud’, provided that the relevant server was based in UK territory. Two options were presented; it was noted that there was no budget for this in the current year. It was agreed that it was not necessary to back up the Chairman’s data. Following discussion it was agreed to take the hard drive route, and purchase two 1tb SSDs. Expenditure of up to £300 was</p>	<p>Clerk</p>

	approved. Proposed Cllr Jenkins, Seconded Cllr Oberman. RESOLVED.	
215/19	Payroll Cllr Jenkins reported that the Clerk for Woolstone Parish Meeting will come onto Uffington Parish Council's payroll. Woolstone PM will be cross-charged for the costs.	
216/19	THE JUBILEE FIELD TRUST a) Monthly Play Area inspections: Cllr Oberman reported that there were no issues with the Play area. Still awaiting a quote to install the new gate. b) Poplar Trees/Other trees: Arbocare will be coming out on 9 th October. SSE will deal with the overgrown trees on High Street. Cllr Banks noted that there were some dead branches and trees in this area. Cllrs Banks and Jenkins to assess the situation,	FO GB/SJ
217/19	ANNUAL/QUARTERLY REVIEWS a) Review of Complaints procedure. It was agreed that not all complaints against Councillors should go to the Vale, only those relating to a breach of the Code of Conduct. The amended policy was reviewed and agreed. b) Review of Anti-Fraud Policy. One minor change was recommended. This was reviewed and approved. c) Review of Grievance Policy. This was reviewed and approved. d) Review of Dignity at Work Policy. This was reviewed and approved.	
218/19	UPKEEP (INC. WATERCOURSES) a) Pond Dredging. A letter from a resident was discussed. The reasons for pond dredging were: 1) the stream from the village ends up in the pond causing silt to be deposited; 2) only one third is dredged to preserve the wildlife habitat and maintain diversity. 3) dredgings are deposited around the sides of the pond on the advice of the Environment Agency, to provide habitat for wildlife and to prevent contamination of other water courses. The dredging is carried out at a suitable time for wildlife and water levels. The maintenance plan is based on guidance from the Environment Agency and other pond conservation organisations. Cllr Jenkins to prepare a draft response for review. This information is also to be published in the next edition of The Courier. b) Tree Survey. Cllr Jenkins suggested that another tree survey may be due. It was agreed that Cllrs Oberman and Jenkins would review the trees first. c) Verges. BGG were to be asked to carry out the second cut of all verges in the Parish in October, and to trim the hedge around the Jubilee Field.	SJ SJ/FO Clerk
	GENERAL	
219/19	a) Oxfordshire Sports Award: Three people had been nominated. Cllr Jenkins to submit them.	SJ
220/19	CONSULTATIONS a) National Highways and Transport public consultation survey of Council members. It was agreed not to comment.	
	CORRESPONDENCE AND MATTERS FOR THE OCTOBER AGENDA	
221/19	a) Risk Registers. Cllr Pilchowski asked whether the risk register should be reviewed monthly. It was agreed that the current level of review was satisfactory. b) Meeting room set up. Cllr Pilchowski felt that the tables should be set up differently. Cllrs Pilchowski and Jenkins to review for the next meeting. c) Warning sign in car park. Cllr Pilchowski expressed concern over the number of advertising signs on the same post as the warning sign at the entrance to the car park. To be put on the October agenda. d) Village Gates. Cllr Pilchowski suggested installing gates at each village entrance to remind motorists that they were entering a village. It was agreed not to pursue this at the moment due to lack of funds.	DP/SJ Clerk (agenda)
222/19	DATE OF NEXT MEETING The next meeting will be on Monday 14 th October 2019 at 7.30pm in the Thomas Hughes Memorial Hall.	

The meeting closed at 22.10