

**Minutes of the Meeting of Uffington Parish Council
Monday 13th September 2021 at 6.30pm
In the 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

County Councillor:

District Councillor: Cllr Nathan Boyd

Members of the Public: Six members of the public

Minute	ITEM 1 – APOLOGIES FOR ABSENCE	Action
221/21	Cllr Oldnall and County Cllr Constance.	
	ITEM 2 – DECLARATIONS OF INTEREST	
222/21	Cllr Oberman for agenda item 9a(i).	
	ITEM 3 – MINUTES OF THE MONTHLY MEETING HELD ON 9 AUGUST 2021 AND THE EMERGENCY COMMITTEE MEETING HELD ON 16 AUGUST 2021	
223/21	Cllr Puddicombe proposed approval of the minutes of the Parish Council meeting held on Monday 9 th August. Cllr Pilchowski seconded. RESOLVED. Cllr Oberman proposed approval of the minutes of the Emergency Committee meeting held on Monday 16 th August. Cllr Jenkins seconded. RESOLVED. Both sets of minutes were signed.	
	ITEM 4 – REMAINING BUSINESS FROM THE PREVIOUS MEETING	
224/21	<p>a) 195/21 (170/21 - 145/21) – Revisions to the Neighbourhood Plan – Cllr Boyd had spoken to Vale planning officers and had reviewed information on a Neighbourhood Plan website and from other councils. The consensus was that Neighbourhood Plans should be reviewed every 5 years. They also needed to fit in with higher level Local Plans and the NPPF. He had asked the Vale to provide guidance to assist steering groups with this. The review could be carried out locally by the parish and the level of revision would determine which process was to be followed. Cllr Boyd was to send details of the information he had found. Cllr Jenkins queried the five-year housing land supply. Cllr Boyd confirmed that the Vale had a secure land supply but there could be issues in South Oxfordshire which could affect the Vale.</p> <p>b) 195/21 (172/21) – Notification of traffic control measures and roadworks. Cllr Boyd had spoken to Cllr Constance. He reported that the permit scheme was good, but more companies were carrying out works under the emergency clause. Cllr Constance was requested to follow this up.</p> <p>c) 204/21 – Dragon Hill. Cllr Jenkins had previously raised an inconsistency in the Vale's response to the submitted applications, the latest being P21/V0467/FUL. They had relied on information from the first application, which had been submitted prior to the adoption of the Neighbourhood Plan. P21/V0467/FUL, which was submitted after the adoption of the Neighbourhood Plan, did not mention it. Cllr Jenkins to re-send his email to Cllr Boyd, who agreed to follow the matter up.</p> <p>d) 196/21 Speedwatch update – Cllr Jenkins had circulated information from the police. Cllr Constance had provided a contact point for the officer who was running the pilot. The new system was internet based; the device costs £160 and was apparently available from Amazon. The group needed go through online training. Data collected was uploaded automatically to Thames Valley Police. Cllr Jenkins to contact Cllr Pearson from Shrivenham to discuss.</p>	<p>NB</p> <p>YC</p> <p>SJ/NB</p> <p>SJ</p>
	ITEM 5 – COUNTY COUNCILLOR'S REPORT	
225/21	Cllr Constance had sent written reports which had been circulated. The report stated that the first 20mph zone would be implemented in Cuxham later this month. Cllr Jenkins asked whether members were in favour of the scheme. There was general support. A member of the public agreed that it was a good idea. It was suggested that a consultation on the proposal be included in the December Courier.	MO
	ITEM 6 – DISTRICT COUNCILLOR'S REPORT	
226/21	Cllr Boyd sent a written report which had been circulated. At the meeting he reported that: <p>a) He was chairing a scrutiny meeting on 14th September about the continued suspension of the garden waste service. This was to be a confidential session to allow Biffa to explain the situation.</p>	

	<p>b) An extraordinary meeting was to be held on 21st September to discuss the continued suspension of the garden waste service. Members of the public were able to attend. Cllr Boyd's view was that as the suspension had been ongoing for four months during the current calendar year, refunds should be considered.</p> <p>c) He had received a lot of correspondence about Afghan refugees. The Vale had taken over some hotels to house them. Collections of goods to support the refugees had been very successful.</p> <p>d) The situation at Britchcombe Farm was still under discussion.</p> <p>e) The Climate Emergency Committee were looking for ways to become carbon neutral.</p> <p>f) The civil parking enforcement scheme was to go live on 1st October.</p> <p>g) Submitting a response to the Swindon Borough Council consultation was important as issues would impact on the village.</p> <p>h) He had chased for new dog bins but had received no response.</p> <p>Cllr Boyd was asked whether there was a deadline to the call for sites. He thought it was the end of September. He reported that a lot of sites had been put forward; many of which were optimistic.</p> <p>Cllr Pilchowski asked who would be responsible for refunds on garden waste collections and reported that new residents had complained that they had not received a brown bin. Cllr Boyd thought the Vale would be responsible for refunds. He agreed that the lack of brown bins was a major issue and felt that the Vale were not managing the contract properly.</p> <p>Cllr Boyd was thanked for attending.</p>	
ITEM 7 – OPEN FORUM		
227/21	<p>a) Lower Common. A resident reported that he had erected some temporary signs to slow traffic, particularly construction traffic, on Lower Common. There had been large lorries travelling to the development site and he felt that traffic speed needed to be controlled. He noted that it was a walking route from Jacksmeadow but there was no footpath. He asked whether the Parish Council would be prepared to erect more permanent signs. Cllr Jenkins reported that he and Cllr Oberman had spoken with the developers who had stated that they would erect speed warning signs, but they had not yet been delivered. The developers had purchased c25 m of road from the entrance to Gate Cottage in the area of the access for the new houses. They were waiting for Thames Water to connect the site to the water main. Cllr Jenkins felt that the developers were conscious of residents' concerns. He offered the resident some speed watch signs for use in the interim. Cllr Pilchowski pointed out that the traffic issue was not just related to Lower Common but was a problem for Jacksmeadow as well. After note: OCC Highways have also been requested to install a permanent speed warning sign on Lower Common.</p> <p>b) Heating in the small hall. A member of the village hall committee pointed out that the heating in the small hall was not COVID friendly, as it circulated used air. He reported that a large fan was to be installed that will change the air in the hall in one hour. A vent was to be provided for air flow. The work was expected to take place within the next few weeks.</p> <p>c) Dragon Hill planning application (P21/V2503/HH). The applicant outlined his plans and asked the Parish Council for their views. Cllr Jenkins explained the background to the Dragon Hill site. The planning application was discussed in minute reference 232/21 below.</p>	
ITEM 8 - ONGOING PROJECTS		
228/21	Improvements to Broadband No report.	KF / MO
229/21	Access to the Paddock (formerly Vehicle Bridge to the Allotments). Cllr Jenkins reported that the old wire fence on the school boundary, which had been deeply embedded in the hedge, had been removed along with the hedge by accident. The Parish Council had apologised to the school and would not be charged for this work by the contractor. The Parish Council had offered to replant the hedge as soon as possible. Cllr Oberman to investigate the cost of new hedging. She noted that if it was a community project the plants may be donated. She pointed out that the old stumps would need digging out before a new hedge could be planted. Expenditure of up to £145 was approved. Proposed Cllr Banks, Seconded Cllr Pilchowski. RESOLVED. The matter of discharging the remaining conditions from the 2012 application was discussed. The Solicitor had advised waiting until ten years had passed (i.e., November 2022) after which it might not be necessary. It was agreed to wait.	FO
230/21	Improvements to Footpath 19. Cllr Jenkins reported that an email had been sent to the four landowners explaining that the Parish Council would be requested to donate the kissing gates to them. It was agreed to do	

	<p>this. Proposed Cllr Jenkins, Seconded Cllr Puddicombe. RESOLVED. A small opening ceremony was to be arranged for 6th October. Expenditure of £100 was approved for this. Proposed Cllr Oberman, Seconded Cllr Jenkins. RESOLVED. Cllr Oberman to speak to the pub about this.</p>	FO
231/21	<p>Consideration of new projects</p> <p>a) Improvements to the footpath from Jubilee Field to Craven Common. Cllr Oberman reported that the path was well used but became a quagmire in the winter. She wanted to use some S106 money to install drainage ditches, raise the ground and install slabs. It was noted that three quotes would be required. Cllr Jenkins asked who owned the land. Councillors were unsure, but they felt it was the Parish Council, Clerk to check with land registry.</p> <p>b) Conversion of the three stiles on FP26. Cllr Oberman reported that the three stiles were not in a good condition. The project would require S106 funds. Cllr Jenkins thought that the project was likely to cost around £3000. Cllr Oberman agreed to take this forward and was to speak to the landowner.</p> <p>c) Footpath 4. Cllr Jenkins reported that this was in a poor state. He had spoken to the footpaths officer who agreed to investigate the problem. It was noted that a number of stiles were in a dangerous condition and that the steps up to the bridge were broken.</p>	FO Clerk FO
ITEM 9 - PLANNING MATTERS		
232/21	<p>New Applications to be considered:</p> <p>a) P21/V2435/LDP – Spencer Cottage, Broad Street. Proposed single storey rear extension. Permitted development enquiry. A letter from the neighbours to the Planning Officer dated 12 September stating that they were worried that the extension may lead to loss of light for themselves had been circulated. The two houses are very close together Cllr Oberman had spoken to both parties. Cllr Oberman suggested that the Planning Officer should be requested to take account of any impact on Access to Light, in assessing whether this was a legitimate application for a Lawful Development Certificate. The Parish Council agreed. Cllr Jenkins to draft the response.</p> <p>b) P21/V2473/FUL – Oldlands Copse, Station Road. Change of use of existing agricultural building to tourist accommodation. Response due by 24th September. Cllr Jenkins noted that the site was one of the few in the north of the Neighbourhood Plan area that was coloured red and therefore had low potential for development. However, there was to be no change to the footprint of the building or the external appearance. It was agreed that there were no objections, but the significance of the site in the Neighbourhood Plan should be explained. Cllr Jenkins to draft a response.</p> <p>c) P21/V2503/HH – Dragon Hill, Woolstone Road. Proposed first floor and side extensions to existing bungalow. Erection of detached garage building with accommodation over. Response date 7th Oct. There were no objections.</p>	SJ SJ
233/21	<p>To consider any new applications received since the publication of this agenda:</p> <p>a) P21/V2499/FUL – Land at Lower Common Farm. Variation of conditions 2 (approved plans), 3 (materials), 4 (landscaping), 5 (arboricultural impact assessment) and 8 (drainage) on application P18/V2990/FUL. Erection of 3 dwellings and associated works including new access onto Lower Common. It was noted that the development was liable to CIL, and the Clerk was requested to check the amount to be received by the Parish Council. Cllr Jenkins pointed out that the Highways officer had suggested that a Construction Phase Traffic Management Plan should be requested. It was agreed that there were no issues with the specifics of the application. Cllr Jenkins to draft a response. An Information sheet had been provided to local residents concerned about the development and Cllrs Oberman and Jenkins had had a helpful meeting with the site team earlier on 13 September. (See Minute 244/21 below).</p>	Clerk SJ
234/21	<p>Update on outstanding planning applications:</p> <p>a) P21/V1908/HH – 1 Jacksmeadow. Two storey side extension. Deadline 13th August. Cllr Oldnall pointed out that this was a resubmission; the Parish Council did not object previously. Awaiting determination.</p> <p>b) P21/V0467/FUL – Dragon Hill, Woolstone Road. Proposed erection of a self-build dwelling with new access. Permission granted. Cllr Jenkins was concerned about the decision made by the District Council. Cllr Oldnall had written to Cllr Boyd about the decision-making process and apparent contradictions.</p> <p>c) Planning Appeal Consultation - P20/V0394/FUL - UFF – Meadowgold – Appeal Dismissed. The Parish Council had submitted a reply to the RTPi on 26 July. Awaiting response from RTPi.</p>	NB
235/21	<p>Britchcombe Farm. Cllr Jenkins reported that a working group had been formed with members from Uffington and Woolstone. Cllr Oldnall was the chair. The first meeting was held</p>	

	on 7 th September and the next meeting was scheduled for 28 th September. There was increasing concern because the site had been bought by a holiday company who were known for sites with large caravans and long-term rentals, with internal roads, concrete bases for caravans and services. Cllr Boyd had spoken to the case officer. The new owner had submitted a planning application to clarify a previous application by the former owner for a lawful development certificate regarding camping, and an application querying whether an Environmental Impact Assessment was required for a development as outlined above. The Vale had replied that an EIA was not required. Subtle changes of words had caused concern. He asked to be informed of any construction work starting on the site. Cllr Banks asked whether it was likely that the farm buildings would be used for camp facilities. Cllr Boyd felt that they could be converted into houses.	
ITEM 10 – FINANCE		
236/21	<p>a) To approve September payments: Payments totalling £682.30 were approved. Proposed: Cllr Jenkins, seconded: Cllr Puddicombe. RESOLVED. Cllr Jenkins to authorise the payments online.</p> <p>b) Appointment of Internal Auditor. It was proposed that Lightatouch be appointed as internal auditor for 2021/22. This was agreed. Proposed Cllr Puddicombe, seconded Cllr Pilchowski, RESOLVED.</p>	SJ
ITEM 11 - THE JUBILEE FIELD TRUST		
237/21	<p>a) Monthly play area inspection. Cllr Oberman reported that there were no problems in the play area. She had noticed children climbing on the MUGA and planned to put up some warning signs.</p> <p>b) Applications to use the field. There had been no new applications. A recent booking had not turned up but did not cancel. This resulted in another applicant being turned away.</p>	FO
ITEM 12 – ALLOTMENTS UPDATE		
238/21	<p>Allotments</p> <p>a) Cllr Puddicombe reported that emails had been sent out to those failing plot inspections but there had been no response. One plot had been strimmed. At the moment there were no half plots. Cllr Puddicombe had met with Keith Pepler to look at the fence which was falling over. He had asked for two quotes - one to make good, (£570 + VAT), and the other for total replacement, (£2800 + VAT). Cllr Jenkins preferred the total replacement and suggested that an allowance should be put in the budget for next year. Cllr Puddicombe to obtain two more quotes for this option. He also suggested propping up the fence for the time being. Rent requests were to go out on 28th September.</p>	NP Clerk
ITEM 13 – OSR UPDATE		
239/21	<p>OSR Update Nothing to report.</p>	
ITEM 14 – ANNUAL / QUARTERLY REVIEWS		
240/21	<p>The following policies and procedures had been reformatted to conform to the new standard but there had been no changes to the text:</p> <ol style="list-style-type: none"> Complaints Procedure Dignity at Work Policy Grievance & Disciplinary Policy Anti-Fraud Policy <p>Cllr Pilchowski pointed out an issue with bullet points in the Grievance & Disciplinary Policy. Clerk to amend this.</p> <p>Cllr Banks proposed adopting all the policies subject to the amendment noted above. This was agreed.</p>	Clerk
ITEM 15 – UPKEEP (INC. WATERCOURSES)		
241/21	<ol style="list-style-type: none"> White Horse Road Signs. All installed. Pond Dredging. Cllr Jenkins had spoken to Malcolm Hinton who was going to assess the work required. The budget was £750. Village Stream. Cllr Jenkins reported that the streams around the village were drying up. The source had been cleared and water was slowly starting to flow. Grass and Hedge cutting. BGG were to cut the verges and hedges in late September or early October. After that Cllr Jenkins and Mr Godsell would clear the ditches. 	CLOSED SJ SJ SJ
ITEM 16 - GENERAL		
242/21	<ol style="list-style-type: none"> Village Event. A news item about the event had been published in The Courier. The Courier. A draft Autumn edition had been circulated for review. It needs to be finalised by 18th September. 	CLOSED

	<p>c) Celebrations for the Platinum Jubilee 2022 Ideas were being sought for the 2nd – 5th June 2022.</p>	
ITEM 17 - CONSULTATIONS		
243/21	<p>a) Oxfordshire 2050 Plan – closes 8th October. Cllrs Jenkins and Oldnall to review.</p> <p>b) OxCam Arc – closes 12th October. Cllrs Jenkins and Oldnall to review.</p> <p>c) Call for Land and Buildings Available for Change - South and Vale 2041 Local Plan. Cllr Jenkins had queried why this had gone out again. The reply was because it was a combined plan between the Vale and South Oxfordshire. Sites are also being sought for uses other than housing. Cllr Jenkins suggested looking for other sites for Local Green Spaces submission. He agreed to investigate this.</p> <p>d) Consultation on Waste and Recycling Centres – Closes 27th September. Cllr Oberman had submitted a response and she urged everyone else to do so. Cllr Oldnall had also responded. Cllr Puddicombe suggested that the Parish Council should respond. Cllr Jenkins to develop a response.</p>	<p>SJ/MO SJ/MO</p> <p>SJ</p> <p>SJ</p>
ITEM 18 – CORRESPONDENCE		
244/21	<p>a) Poplar Trees. Cllr Jenkins reported that the poplars were not mentioned in the recent survey for a house sale. Cllr Oldnall was planning a new tree survey next year.</p> <p>b) Building site on Lower Common. This was covered in minute reference 233/21 above. Cllr Oberman to reply to the correspondent.</p> <p>c) Village Christmas Tree. There had been a few issues last year, but a tree will be erected this year. Cllr Jenkins suggested making a donation toward the cost. £100 was approved. Proposed Cllr Jenkins, Seconded Cllr Puddicombe. RESOLVED.</p>	<p>MO</p> <p>FO</p>
ITEM 19 – MATTERS FOR THE OCTOBER AGENDA		
245/21	<p>a) Thames Water Presentation. Cllr Oldnall had notified Thames Water that the presentation needed to move to the September meeting and he was awaiting their confirmation.</p> <p>b) Litter Bug – Cllr Oldnall</p> <p>c) Consultation on the OxCam Arc – Cllr Oldnall</p> <p>d) Verges – Cllr Oldnall.</p> <p>e) Tree climbing. Cllr Pilchowski reported that children had been climbing in the trees on Jubilee Field. No action.</p>	
ITEM 20 – DATE OF NEXT MEETING		
246/21	The next meeting will be on Monday 11 th October at 18.30 in the Thomas Hughes Memorial Hall.	

The meeting closed at 20.48