

**Minutes of the Meeting of Uffington Parish Council
Monday 11th November 2024 at 6.30 pm.
Held at the Thomas Hughes Memorial Hall.**

Present: Cllr Oldnall (MO), Cllr Garwood (DG), Cllr Oberman (FO), Cllr Puddicombe (NP), Cllr Foxhall (KF), Cllr Charles (RC)

In Attendance: David Hatton – Clerk/RFO (DH)

District Councillor:

County Councillor:

Members of the Public: 2

Minute	ITEM 1 – APOLOGIES FOR ABSENCE	Action
203/24	Apologies were received from Cllr Caul.	
	ITEM 2 – DECLARATIONS OF INTEREST	
204/24	There were no declarations to declare.	
	ITEM 3 – APPROVED AND SIGN THE MINUTES OF THE UFFINGTON PARISH COUNCIL MEETING HELD ON MONDAY 14 TH OCTOBER 2024.	
205/24	Proposed KF. Seconded NP. Approved. Resolved.	
	ITEM 4 – COUNTY COUNCILLOR’S REPORT	
206/24	None.	
	ITEM 5 – DISTRICT COUNCILLOR’S REPORT	
207/24	None.	
	ITEM 6 – OPEN FORUM	
208/24	Following the recent Defibrillator training a resident noted that there had been promotional material relating to the locations of the Defibrillators in the past. It was noted that advice of a dead tree had been provided by the school which was overhanging an adjacent path. Afternote: since felled.	
	ITEM 7 – PLANNING	
209/24.a	a) New Applications to be considered: i) P24/V2221/HH, Tun House, Woolstone Road, Uffington, SN7 7RG. Proposed erection of single storey garden store. Consultation. It was agreed that NO OBJECTION would be made but requesting a condition regarding the use of native species within any screening. Clerk to comment on Planning application.	DH
209/24.b	b) Consider new applications received since publication of the agenda. None.	

209/24.c	c) Update on existing applications: i) P22/V2630/NM, Moor Mill Farm Uffington. Amended Plans. Awaiting determination.	
209/24.d	It was noted that the Vale and South District Plan was in the final stage of consultation and that no comments were required as there was no direct impact on housing numbers in Uffington and Baulking.	
ITEM 8 – FINANCIAL MATTERS		
210/24.a	a) NJC Salary Award. It was noted that the agreement for 2024/5 had been reached and any relevant back pay had been made.	MO MO/DG/ RC/DH
210/24.b	b) Approve October Payments. Proposed NP. Seconded RC. Approved. Resolved. See Appendix A. Chair to authorise payments.	
210/24.c	c) Draft Budget 2025/6. An initial budget was presented. Following discussion, Chair, Vice Chair, Councillor for Finance and RFO to meet and make amendments for the December meeting. It was agreed that an increase in the precept would be required due to additional cost imposed in the 2024 National Budget and inflation, however known exceptional costs to be incurred during the financial year would be funded from reserves.	
210/24.d	d) Approve Salary budget 2025/6. Proposed DG. Seconded RC. Approved. Resolved.	
210/24.e	e) Grant Applications. Following discussion it was agreed that project-based applications should be considered preferentially to those requesting ongoing operational costs. The following grants were awarded. i) Table Tennis Club. £270.00. ii) Uffington Museum. £150.00. iii) Citizens Advice Bureau. £300.00. iv) Community Garden. £150.00. v) Note: Village Christmas Tree. £320 approved at last meeting	DH
210/24.f	Chair to notify all applicants and advise accordingly with awards to be paid during December. Two applications were not granted based on them being for operational costs. Suggestions for alternative approaches to funding to be included in the responses from the Chair. RFO to set up award payments.	
ITEM 9 – POLICIES/PROCEDURES		
211/24.a	a) Financial Regulations. Amendment made to include Social Value consideration. Proposed NP. Seconded KF. Approved. Resolved. Clerk to publish revised policy.	DH
211/24.b	b) Oxfordshire Councils Charter approve signing. Proposed KF. Seconded DG. Approved. Resolved. Clerk to confirm to OALC.	DH
ITEM 10 – JUBILEE FIELD		
212/24.a	a) Play Area Inspections. No actions required.	
212/24.b	b) Field Tidy Report. 13 Volunteers attended. Installation of memorial bench and tree will take place when further open ground can be cleared.	
212/24.c	c) Applications of used the Jubilee Field. None.	

212/24.d	d) Tree maintenance requirements. There are a number of cases of Ash dieback with the tree stock. It is felt that these will be best dealt with over a period of time. Potential of 5 trees to be removed during the remaining financial year. Timing to be arranged.	
212/24.e	It was noted that a donation of tree had been offered by a resident. Unfortunately due to it being a non-native species it was against the current policy of new trees to be planted. Chair to thank resident for offer.	MO
ITEM 11 – OSR		
213/24	5 Year Survey report – no immediate actions are required.	
ITEM 12 – ALLOTMENTS		
214/24.a	a) Car Parking. Quotation obtained for medium level hard standing, verge posts and reducing gradient at entrance. GW Countryside to be awarded works. NP to instruct GW.	NP
214/24.b	b) Kissing Gate – approved gifting to land owner following their acceptance of ongoing responsibility/maintenance. Proposed KF. Seconded FO. Approved. Resolved .	
ITEM 13 – VILLAGE MAINTENANCE		
215/24.a	a) Following the asset check a recommendation was made to replace the waste bin located by the bridge on the Jubilee Field next to the Broad St/High Street junction. Proposed MO. Seconded FO. Approved. Resolved . Clerk to purchase new bin.	DH
215/24.b	b) Village Litter Pick report. Lower attendance than previous years and issues due to external contract work, to cut the verges in advance of the litter pick, being mistimed/not undertaken. Dates to be looked at and Clerk to provide contractors with greater advance notice of dates in future to ensure the best possible preparation is conducted.	
ITEM 14 – GENERAL		
216/24.a	a) WCAG 2.2/.gov.uk. Following discussion it was agreed that a working party of MO/DG/KF/DH would form with no delegated powers to investigate the potential requirements noting the broader scope of the current uffington.net website and use of .gov.uk email addresses.	MO/DG/ KF/DH
216/24.b	b) Resident’s Enquiries – moved to December agenda.	DH
216/24.c	c) Defibrillator training report. The session was well received with 15 attendees. The previous comments regarding awareness of locations was noted and increased visibility to be investigated.	DG
216/24.d	d) No Idling signs. It was agreed that these would be of benefit and to avoid ‘sign blindness’ two signs would be purchased and installed on the playground fencing. Proposed MO. Seconded NP. Approved. Resolved . Clerk to purchase signs.	DH
216/24.e	e) Remote meetings consultation. General agreement that this would be beneficial although not as a replacement of regular face-to-face meetings. MO to respond on behalf of Council. Individual Councillors to respond if they wish.	MO
216/24.f	f) Thomas Saunders Trust. Approve M Parson as representative until 2028. Proposed FO. Seconded MO. Approved. Resolved . Clerk to advise Trustees.	DH
216/24.g	g) Clerks Report October 2024. Noted	

216/24.h	h) It was noted that whilst the main transit routes have Speed Indication Devices (SID) there were no permanent provisions within the village. Clerk to investigate costs of new SID for permanent placement.	DH
216/24.i	i) It was noted that the edge of the exit from the Village car park was in need of repair. Clerk to investigate costs and potential contractors.	DH
ITEM 15 – MATTERS FOR THE DECEMBER 2024 AGENDA		
217/24	Items for consideration to be received by the Clerk no later than 29 th November 2024.	
ITEM 16 – NEW COUNCILLOR		
218/24	<p>Prior to the meeting the Council had met with two applicants for the current vacancy. It was agreed that a meeting should be held if possible with the third applicant who was unavailable on 11 November. Clerk to contact candidate.</p> <p>Council moved into closed session to discuss the 2 applicants. Subject to availability of third candidate Council to attend a closed extraordinary meeting prior to the December Parish Council Meeting to make a decision.</p>	MO/KF
ITEM 17 – DATE OF NEXT MEETING		
219/24	Monday 9 th December 2024. To be held at the Thomas Hughes Memorial Hall (Small Hall).	

The meeting closed at 9.00pm

Appendix A: Clerk's Report

Appendix B: Payments approved

Clerks Report for the Uffington Parish Council Monthly Meeting 11th November 2024

I am pleased to be able to report the following;

The process for co-option to fill the vacancy of Parish Councillor has commenced and there have been 3 applications received(191/24.b).

All budget virements approved at the Parish Council meeting held on Monday 14th October 2024 have been actioned in Scribe (193/24.c).

The amendments to the mandate with the Nationwide Building Society have now been completed (193/24.d)

D Hatton has now been successfully added to the mandate for the TSB so the council has two current active council signatories. Further changes to add R Charles and D Garwood are ongoing (193/24.d).

The Clerk is now in possession of a debit card from the TSB (193/24.e) Afternote: Finance Regulations have been amended to reflect this.

Asset register has been amended following the recent inspection and recommendations are included in the agenda for November 2024 (193/24.g).

THMH has been booked for the 2nd Digital Café being held in December (193/24.h).

Arrangements have been made to pay the supplier of the Xmas tree directly (193/24.i).

The Remembrance Day flag has been purchased and Cllr Oberman is to pass on to the church (193/24.j)

All councillors have now been issued with 'read-only' access to the Scribe accounting system (193/24/l).

A transfer of £35,000 has been conducted from the TSB main current account to the Nationwide to increase interest earnings on council funds.

The replacement bench on the Jubilee Field (East) has been installed.

The kissing gate (allotments) has been delivered and installation has been completed.

Due to the selection process for the current Parish Councillor vacancy the following policy renewals/discussions have been moved to the December Agenda. Sexual Harassment at Work/Risk Assessment/Biodiversity.

LOCAL GOVERNMENT TRANSPARENCY CODE 2015

APPENDIX A – PAYMENTS

Salaries		£964.26
General Administration Costs		£133.23
Hall Hire	THMH	£19.13
Xmas Tree Grant	Charlton Park	£320.00
Village Maintenance (includes kissing gate installation)	GW Countryside	£702.90
Old School Room Survey	A Townsend Architects	£798.00
Donation	Royal British Legion	£100.00
Kissing Gate	StowAG	£453.60
Allotment Insurance	NASLG	£9.00