

Minutes of the Meeting of Uffington Parish Council, Monday 9th November at 7.30pm at the Thomas Hughes Memorial Hall

Present: Cllr Simon Jenkins (Chair), Cllr Graham Banks, Cllr Fenella Oberman

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Robert Sharp

County Councillor:

Members of the Public: Geoff Rumble, John Haxworth

101/15	APOLOGIES FOR ABSENCE: Apologies received from Cllr Karen Pilcher, Catherine Aldridge (Deputy Clerk) and Cllr Yvonne Constance.	Action
102/15	DECLARATIONS OF INTERESTS None.	
103/15	MINUTES OF MEETING HELD ON 12th OCTOBER 2015 Cllr Oberman proposed acceptance of the minutes of the meeting held on Monday 12 th October 2015. Cllr Jenkins seconded. RESOLVED.	
104/15	REMAINING BUSINESS FROM PREVIOUS MEETING: Cllr Banks reported that the new litter bin liner had been delivered and installed. Cllr Banks was thanked for installing the new liner.	CLOSED
105/15	COUNTY COUNCILLOR'S REPORT This was not available.	
106/15	DISTRICT COUNCILLOR'S REPORT Cllr Sharp reported that he had had concerns about flooding in respect of the proposed new house at Shotover Corner Cottage; he stated that change of use for the original summer house to a studio for Uffington Potters had been covered in the planning application. Otherwise, there was nothing new to report this month. Cllr Sharp was thanked for attending.	
107/15	POLICE REPORT Cllr Jenkins reported that a police report covering the whole district had been received. Cllr Jenkins to forward to all councillors. Afternote: The Neighbourhood Policing newsletter for November was circulated on 10 November 2015	SJ
108/15	OPEN FORUM Mr Rumble asked if there was an update on the S106 funds from the Station Road development. It was noted that twelve houses need to be sold and occupied before the funds can be released. Cllr Banks pointed out that only seven properties will be marketed by April, so it will be some time before the funds are available. The meeting was asked whether there were any plans in the pipeline to develop the field opposite Jack's Lea. Cllr Banks reported that some time ago a presentation had been given about the possibilities for this land. There is nothing official but it was noted that there was potential for 40 homes, a school and light industry. Cllr Jenkins to report this to the Neighbourhood Plan steering group. Mr Haxworth presented details of his planning application for Manor Cottage. He is aiming to increase the size of his kitchen, but will not be touching the listed part of his property. He plans to remove the existing garage and replace it with a workshop and there will be significant adjustments to the various 'add-on' parts of the property. He is making a deliberate differentiation between the old and new parts of the property. Mr Haxworth was thanked for attending.	SJ
	ONGOING PROJECTS	
109/15	Parish Council Assets and Land Registry: Cllr Banks reported that the project may need to be re-started and re-assessed with Land Registry. There are still two pieces of unregistered land outstanding. Cllrs Banks and Jenkins to discuss.	GB/SJ

110/15	<p>Housing Development off Station Road: Cllr Jenkins reported that parties interested in the affordable homes on this development were being directed to Sovereign Housing Association. Cllr Banks noted that tight controls were in place to give priority to local people for these properties. Afternote: Sovereign reported on 18 November that this site is a conventional development site which means there are no formal local connection requirements.</p> <p>Mr Rumble asked when the affordable homes would be available. Cllr Jenkins agreed to find out.</p>	SJ
111/15	<p>Community Led Plan and Neighbourhood Plan It was reported that the Community Led Plan had been sent to the printers on 9th November. The fee agreement for the Neighbourhood plan has been signed off and a consultant appointed. A meeting is scheduled for 12th November. Cllr Jenkins will seek clarification on roles. Cllr Jenkins reported that he now had access to Parish Online and work to define and provide the necessary maps was now in progress.</p>	SJ
112/15	<p>Village Website It was reported that a meeting had been held with Mark Woodman. Good progress is being made on the website. A review date is not yet available but it is expected to be available for review very soon. Cllr Jenkins asked how far back to go with historic editions of the Courier. The meeting agreed that one year would be adequate. Older data will remain on the existing server and would be available at the museum. Cllr Oberman suggested that a link to the archive site is made available on the new website. Cllr Jenkins to speak to Dave Kennedy. Afternote: It was subsequently discovered that the Museum holds hard copies of all previous issues of the Courier and there is therefore no need to hold them on the new website. The new website will hold electronic copies of the last two years.</p>	SJ
113/15	<p>Emergency Plan Cllr Jenkins reported that work was in progress.</p>	Ongoing: SJ
114/15	<p>Repairs to the museum A quote for £22,500 for repairs was discussed. Cllr Banks clarified that the funding is required for the Old School Room, which is the responsibility of the Parish Council. It was reported that the Tom Brown's School Museum Committee are looking at funding sources and alternative quotes. Mr Rumble stated that he had a list of possible funding sources which he has already sent to Mr Matthews. He agreed to send the list to Cllr Jenkins.</p>	Mr Rumble
PLANNING MATTERS		
115/15	<p>New Applications to be considered: P15/V2408/HH and P15/V2409/LB – Manor Cottage, Woolstone Road. Extension and renovations. Cllr Jenkins asked the councillors for their views. Concerns were expressed at the apex height of the workshop roof and the visual impact this would have from the road. Cllr Jenkins and Clerk to work on response. Afternote: It was agreed to respond to VWHDC that the height of the proposed single storey workshop as drawn is excessive, and it was therefore requested that the workshop roof be lowered, to mitigate the impact of this building both from the Woolstone Road and from the two adjoining properties, which are very close. With the exception of this comment, the Parish Council supported the application.</p>	SJ/Clerk
116/15	<p>New Applications addressed by circulation: P15/V2342/LB – Repairs to Birdbrook Cottage. The Parish Council responded in support of the sympathetic restoration of this listed building. Afternote: This application was subsequently approved by the VWHDC.</p>	

117/15	<p>Report from Planning Committee Meeting: Planning applications P15/V0096/FUL (Land behind The Laurels) and P15/V1580/FUL (Shotover Corner Cottage) were both approved by the VWHDC Planning Committee, over ruling the Parish Council's objections. Cllr Jenkins reported that the over-riding reason appeared to be the lack of a five year housing land supply. It was noted that there were still some concerns over Shotover Corner Cottage which would be addressed by planning conditions. Afternote: Confirmation of the approval of the application was notified by VWHDC on 10 November 2015. It was noted that the application for a new house at Dragon Hill is still to be determined by the VWHDC.</p>	
118/15	<p>Station Road Site - S106 Contributions It was reported that Catherine Aldridge has resigned as Deputy Clerk and project officer . A meeting is to be arranged with her to hand over this project. Cllr Banks asked if we could obtain costings for a change of priorities at the junction of Fawler Road and White Road. This proposal was included in the Gladman application. Clerk to ask the Case Officer at VWHDC (Adrian Butler) for this.</p>	Clerk
119/15	<p>Planning Application for the Allotments Cllr Jenkins reported that the application for the discharge of conditions 1 and 4 on application P12/V2081/FUL must be submitted before 22nd November. The cost to submit the application will be £97.50. Cllr Jenkins agreed to submit the application. Afternote: The application was submitted on 12 November 2015. Cllr Jenkins has circulated a specification for the bridge, a copy of which is to be sent to the planning officer for comment. Detailed plans will be required before approaching potential contractors.</p>	SJ
	FINANCE	
120/15	<p>To approve November payments and sign cheques: A full list of payments is attached to these minutes. Cllr Oberman proposed approving the payments amounting to £3199.21. Cllr Banks seconded. RESOLVED. The cheques were signed.</p>	
121/15	<p>Appointment of Internal Auditor for 2015/16 Cllr Jenkins reported that the person he had approached was not available. Clerk to approach Trish Ingram and report back at the next meeting.</p>	Clerk
122/15	<p>Request to support Friends of the Ridgeway The meeting considered the request and agreed to support at an annual cost of £15. Clerk to raise cheque. Cllr Jenkins to ask the Ridgeway warden to report to the Parish Council once a year.</p>	Clerk/SJ
123/15	<p>Supplier for copier paper It was reported that the school had recommended an alternative supplier for copier paper whose costs were significantly lower than the present supplier. The meeting agreed to use Aston & James in future.</p>	Clerk
	ANNUAL/QUARTERLY REVIEWS	
124/15	There were no reviews to be carried out this month.	
125/15	<p>UPKEEP (INC. WATERCOURSES) It was reported that the clean-up day on 25th October went well. Cllr Banks was thanked for his work. The next clean-up day will be mid-March 2016. The exact date to be confirmed.</p>	
	GENERAL	
126/15	<p>Monthly Play Area inspections: It was reported that the rotten bar on the climbing frame had been replaced and is now safe. More turf has been installed under the bench.</p>	

127/15	Oxfordshire Together: It was reported that a meeting had been held with Tim Shickle of Oxford County Council. OCC will stop providing certain services from the next financial year. The Parish Council needs to consider taking on some of the OCC Highways tasks, possibly in collaboration with other parishes. OCC will be providing maps of the areas where they currently work. These will be crucial to establish the extent of the work to be done. It was noted that the village will need to be informed about what is planned. Cllrs Oberman and Banks agreed to estimate the amount of land involved. Clerk will prepare a draft budget for the next meeting. Cllr Jenkins suggesting allocating 30 minutes for Open Forum at the December meeting to allow discussion on this matter.	Clerk/FO/GB/SJ
128/15	Governance: Cllr Jenkins and the Clerk to work on these documents.	Clerk/SJ
129/15	Parking in Patrick's Orchard: A complaint has been received about parking in Patrick's Orchard. Cllr Jenkins has contacted Sovereign and is awaiting a response. Cllr Banks felt that any action should come from Sovereign. Cllr Jenkins to draft a letter pending a response from Sovereign. Afternote: A letter to residents in Patrick's Orchard was agreed and was delivered by hand to all houses on 30 November.	SJ
130/15	Plaque for Museum Curator: A draft plaque was circulated. The meeting agreed to go ahead with the plaque and to provide funding of £55. Cllr Banks noted that the plaque should be in keeping with existing plaques.	
131/15	Casual Vacancy: It was reported that Mike Oldnall had applied for the position of Parish Councillor. Cllr Jenkins proposed co-opting Mr Oldnall. Cllr Oberman seconded. RESOLVED. Clerk to arrange for the necessary forms to be signed. It was noted that there is now a second vacancy due to John Helsby's resignation. Cllr Jenkins has thanked Mr Helsby for his work on the Parish Council.	Clerk
	CONSULTATIONS	
132/15	Consultation on Wantage Neighbourhood Plan The meeting had no comment to make on this consultation.	
	CORRESPONDENCE/AOB	
133/15	None.	
134/15	DATE OF NEXT MEETING: The next meeting will be Monday 14 th December at 7.30pm, at the Thomas Hughes Memorial Hall.	

The meeting closed at 10.20pm