

Minutes of the Meeting of Uffington Parish Council, Monday 12th October at 7.30pm at the Thomas Hughes Memorial Hall

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

Clerk/Finance Officer: Julia Evans

District Councillor: Cllr Robert Sharp

County Councillor: Cllr Yvonne Constance

Members of the Public: David Collins, Michael Lord, Geoff Rumble, Julie Rumble, Anthony Parsons

67/15	APOLOGIES FOR ABSENCE: Apologies received from Cllr John Helsby and Catherine Aldridge (deputy Clerk).	Action
68/15	DECLARATIONS OF INTERESTS None.	
69/15	MINUTES OF MEETING HELD ON 14th SEPTEMBER 2015 Cllr Banks proposed acceptance of the minutes of the meeting held on Monday 14 th September 2015. Cllr Jenkins seconded. RESOLVED.	
70/15	REMAINING BUSINESS FROM PREVIOUS MEETING: Cllr Banks reported that the bank mandate for the museum account had been signed. Cllr Pilcher to sign as the new signatory.	CLOSED
71/15	COUNTY COUNCILLOR'S REPORT Cllr Constance reported that she was attempting to persuade OCC to reconsider the proposed reduction in Household Waste and Recycling centres. She hopes that they would consider retaining at least four sites, and potentially five. She is not expecting any feedback on this until at least the end of October. She plans to set up a working group to explore better options. Cllr Constance was thanked for attending.	
72/15	DISTRICT COUNCILLOR'S REPORT Cllr Sharp reported that the Local Plan Part 1 Examination in Public has gone through the first stage hearing. Interpretation of the S106 agreement for the Station Road development may be broader than was originally suggested. Planning appeals are taking a long time at the moment due to the number being submitted. Cllr Sharp was thanked for attending.	
73/15	POLICE REPORT It was reported that a report for the Faringdon area had been received. Clerk to circulate to all councillors. Afternote: Completed on 23/10/2015	Clerk
74/15	OPEN FORUM Mr Collins reported on a request from Mr Church to move a post on Lady Walk to enable access for his mobility scooter. Mr Collins reported that the posts had been installed many years ago as a response to motorised traffic using the footpath. He has checked the highway code and reported that motorised wheelchairs are not permitted on footpaths. It was pointed out that Mr Church has a class 3 mobility scooter. Cllr Jenkins noted that the posts were also an obstruction for non-motorised wheelchairs, buggies and prams. Cllr Banks noted that there was no legal requirement under the disability legislation to provide access to motorized scooters on footpaths. Mr Lord raised concerns that moving a post would result in other vehicles using the path, and create difficulties for other users.	
	ONGOING PROJECTS	
75/15	Parish Council Assets and Land Registry: Cllr Banks reported that he was awaiting a response from Land Registry with regard to the unregistered land.	Ongoing: GB
76/15	Housing Development off Station Road: A complaint has been received about heavy lorries coming through the village. Cllr Jenkins has spoken with the site manager who has instructed contractors not to do this. Any lorries coming through the village are to be reported to Cllr Jenkins, for	All Councillors

	discussion with the site manager.	
77/15	<p>Community Led Plan and Neighbourhood Plan</p> <p>The Secretary of the CLP Steering Group (Mr Parsons) reported that the CLP has not yet gone to print. It is due to go any day. It should be distributed by the end of November. A list of completion dates for the Actions from the CLP was circulated on 6th October. Cllrs Banks and Oberman had no comments. Cllr Jenkins felt that some items listed may be 'wishful thinking' but agreed that it is a fair reflection of village requirements. He suggested that the list should be worded to show that it is not a commitment to achieving the items. He is happy for the CLP to be printed subject to this heading. Mr Parsons to draft a caption emphasising the above.</p> <p>The fee agreement for the Neighbourhood Plan has been circulated and it was agreed that Cllr Jenkins and Rob Hart should sign this off when they were happy with it. Clerk to be responsible for the finances. A consultant has been agreed upon at a cost of £7,500. Appraisals will be required at a cost of £6,500.</p>	Mr Parsons
78/15	<p>Village Website</p> <p>It was reported that the old website has now largely been migrated. Cllr Jenkins and the clerk to review. After this the next step will be for the councillors to review the beta site. The Neighbourhood Plan wants a separate website. This is to be discussed with Mark Woodman.</p>	SJ
79/15	<p>Emergency Plan</p> <p>This matter has been carried forward.</p>	
	PLANNING MATTERS	
80/15	<p>New Applications to be considered:</p> <p>None</p>	
81/15	<p>New Applications addressed by circulation:</p> <p>P15/V0096/FUL – proposal for a new dwelling behind The Laurels, Broad Street. The application was lodged in January and it was necessary to submit a response before the meeting. It was agreed to object to this proposal.</p> <p>Afternote: A letter was sent to the Planning Officer at the Vale on 6/10/2015.</p>	
82/15	<p>S106 Contributions</p> <p>S106 funding from the Station Road development will become available once 12 homes have been sold and occupied. There is a £100,000 contribution to the Parish Council; the Council and other beneficiaries will need to apply for the funds.</p> <p>Catherine Aldridge is to create proposals for the Parish Council and will generate a list of those entities / groups in the Parish who may benefit from the funds. The aim is to have something available for the next edition of The Courier.</p>	CA
83/15	<p>Planning Application for the Allotments</p> <p>Planning permission was granted in November 2012 and has a three year window. Work has started on the allotments but no paperwork has been submitted to the Vale. A condition of the permission was that plans would be submitted before work started.</p> <p>Afternote: A note was sent to the Planning Officer at the Vale on 19/10/2015</p> <p>Cllr Jenkins is working on a specification for the bridge and will discuss the matter with Cllr Banks. The next step is to obtain some quotes. Cllr Sharp noted that as work has started the permission will not expire. He agreed to check this.</p>	SJ/GB RS
	FINANCE	
84/15	<p>To approve and note cheque previously signed.</p> <p>1. OALC - £78 for Roles and Responsibilities course. Expenditure was approved at the September meeting.</p>	
85/15	<p>To approve and sign cheques:</p> <p>A full list of payments is attached to these minutes. Cllr Pilcher proposed approving the payments amounting to £717.71. Cllr Oberman seconded. RESOLVED.</p> <p>The cheques were signed.</p>	

86/15	Review of half year performance against budget Cllr Jenkins queried copier income which was over budget. Cllr Banks explained this was due to additional usage. Grass cutting was queried as it is under budget. Cllr Banks explained that the main contract is annual and the invoice will come in at the end of the season. This covers Jubilee Field, Craven Common, the burial ground, the play area and the triangle.	
87/15	Approval of internet banking log on It was noted that Cllrs Banks, Oberman and Jenkins had approved a request for a view only internet banking log on for the Clerk.	
88/15	Approval for printing of The Courier Approval was requested for expenditure of £205 + VAT for printing of The Courier. The price had risen because there were additional pages. Cllr Oberman proposed approval. Cllr Pilcher seconded. RESOLVED.	
89/15	Appointment of Internal Auditor for 2015/16 The clerk presented the contract from Arrow Accounting. The meeting agreed to consider other auditors prior to appointment of the internal auditor. Cllr Jenkins and the Clerk to look at alternatives.	SJ/Clerk
	ANNUAL/QUARTERLY REVIEWS	
90/15	Review of Clerk's Salary It was noted that following satisfactory completion of the probation period the clerk's salary had been increased to SCP23. This had been agreed by all councillors prior to the meeting and had been confirmed in writing.	CLOSED
91/15	UPKEEP (INC. WATERCOURSES) Cllr Banks reported that an email about the clean-up day on 25 th October had been sent to all respondents of the CLP questionnaire. Cllr Pilcher suggested putting a poster on the notice board. Cllr Jenkins to put up a notice. Cllr Oberman suggested putting a note on a sandwich board outside the shop. Cllr Banks to create a poster for the sandwich board.	SJ/GB
	GENERAL	
92/15	Posts on Lady Walk: This was discussed in Open Forum (minute reference 74/15). It was noted that there is an alternative route available which is accessible with a mobility scooter. It was agreed that the council does not support opening up Lady Walk. Cllr Jenkins to speak to Mr Church. Afternote: Cllr Jenkins spoke to Mr Church on 13/10/2015.	SJ
93/15	Repairs to the museum: It was reported that the total cost of repairs was £22,500, all of which should be completed within the next 2 – 3 years.. Work to the front wall is the most urgent and is estimated at £3000. Cllr Pilcher to speak to Karen Anderson for details of a specialist to carry out the work. Cllr Oberman to speak to Lucy Dillistone to obtain the name of the person who recently carried out work on her porch. WHST policy is to fund up to 50% of the cost, if an application is approved. Cllr Pilcher to look at other grant opportunities. Work to be added to the S106 list.	KP/FO CA
94/15	Monthly Play Area inspections: Cllr Banks and Cllr Oberman have inspected the play area. The worn chain links have been replaced. Cllr Oberman has identified someone to replace the wooden bar. Cllrs Oberman, Banks and Jenkins to continue monthly inspections. Afternote: The wooden bar has been replaced.	FO/GB/SJ
95/15	Liner for Litter Bin in Jubilee Field: It was reported that the liner for one of the litter bins was missing. The clerk presented a quote for £28.20 (inclusive of VAT) for a new one. The meeting approved the expenditure. Clerk to order.	Clerk
96/15	Oxfordshire Together: The meeting discussed OCC proposals to delegate responsibility for various services, such as grass cutting and vegetation clearing, from 2016. Cllr Jenkins to circulate documentation. Cllr Constance suggested arranging a	

	meeting with Owen Jenkins (OCC) to discuss. Cllr Jenkins to arrange this. The meeting was informed that the Parish Council will need to precept for this. Afternote: A meeting with OCC has been arranged.	SJ
97/15	Casual Vacancy: It was reported that notice of the vacancy had been posted. Cllr Jenkins to send out an email advertising the position.	SJ
	CONSULTATIONS	
98/15	Consultation on Wantage Neighbourhood Plan Clerk to put this on the agenda for the November meeting.	Clerk
	CORRESPONDENCE/AOB	
99/15	None.	
100/15	DATE OF NEXT MEETING: The next meeting will be Monday 9 th November at 7.30pm, at the Thomas Hughes Memorial Hall.	

The meeting closed at 9.45pm

DRAFT