

**Minutes of the Meeting of Uffington Parish Council
Monday 10th June 2024 at 6:45 pm
At Thomas Hughes Memorial Hall**

Present: Cllr Simon Jenkins, Cllr Mike Oldnall, Cllr Dave Garwood, Cllr Fenella Oberman, Cllr Kat Foxhall, Cllr Richard Charles, Cllr Nigel Puddicombe

In Attendance: David Hatton (Clerk)

District Councillor:

County Councillor:

Members of the Public: 4

Minute	ITEM 1 – APOLOGIES FOR ABSENCE	Action
103/24	Apologies were received from Cllr Caul	
	ITEM 2 – DECLARATIONS OF INTEREST	
104/24	Cllr Charles declared an interest (non-pecuniary) as a Governor of the School, in Item 10 I) – Grant Application from Uffington Primary School.	
	ITEM 3 – APPROVE AND SIGN THE MINUTES OF THE UFFINGTON PARISH COUNCIL AGM HELD ON MONDAY 13TH MAY 2024	
105/24	Minutes were accepted. Proposed Cllr Puddicombe, Seconded Cllr Oberman. Minutes signed. RESOLVED.	
	ITEM 4 – APPROVE AND SIGN THE MINUTES OF THE UFFINGTON PARISH COUNCIL MEETING HELD ON MONDAY 13TH MAY 2024	
106/24	Minutes were accepted. Proposed Cllr Charles, Seconded Cllr Puddicombe. Minutes signed. RESOLVED.	
	ITEM 5 – ANY REMAINING BUSINESS FROM THE PREVIOUS MEETING NOT COVERED BY AGENDA ITEMS	
107/24	None.	
	ITEM 6 – COUNTY COUNCILLORS REPORT	
108/24	None.	
	ITEM 7 – DISTRICT COUNCILLORS REPORT	
109/24	None.	
	ITEM 8 – OPEN FORUM	
110/24	<ol style="list-style-type: none"> 1. Mr Rumble advised that the update to the new booking system for THMH was progressing well and that some initial emails concerning current bookings were taking place. He also advised that a donation of £200.00 had been received by THMH from the film company for use of the car park. 2. Due to the number of individuals involved in the production of the Courier it was suggested that all items are copied to Cllr Oldnall as well as the current editor. 3. Digital Café – It was raised by David Hatton that a local GP practice was arranging training sessions in relation to the NHS and Engage Consult Applications. He requested permission from the Council to explore the possibility of a local session and for the Council’s support in hire of a suitable venue if required. The Council agreed that with the continued increase in the use of technology this would be of benefit to the parish residents and to continue investigations. 	Clerk

ITEM 9 – PLANNING		
111/24	<p>1. New applications to be considered – None.</p> <p>2. To consider new applications received since the publication of the agenda – Cllr Jenkins reported that the Appeal hearings for the following had been further delayed from the anticipated start date of 11 June:</p> <p>References: APP/V3120/C/23/3314399 and APP/V3120/C/23/3314401:</p> <ul style="list-style-type: none"> ○ P22/V1042/FUL - Land North of Baulking Lane Baulking Lane Baulking SN7 8NR. Permission is sought for change of use of land to residential, for one Gypsy Traveller family. The development to comprise one static caravan, one touring caravan, parking for two vehicles, associated hardstanding and infrastructure (retrospective). ○ P22/V1003/FUL - The Fairmile, Farm Land at Baulking Lane Baulking SN7 8NR. Retrospective change of use to 1 no. Gypsy/Traveller pitch, comprising 1 no. (static) caravan and 1no. (touring) caravan and associated works. <p>3. Update on outstanding planning applications:</p> <ul style="list-style-type: none"> a. PV/V0912/LDP, 18 Patricks Orchard, Uffington. This application is for; To construct an extension to the rear of the property. Applicant has sought Permitted Development Rights. Awaiting Determination. No change. b. P23/V1739/HH and P23/V1740/LB, Lilac Cottage, Woolstone Road, Uffington. This application is for; Two storey rear extension to create larger kitchen to ground floor and master bedroom with balcony to first floor. New information submitted. Awaiting Determination. No change. c. Wicklesham Quarry Development – following an amendment to the application the Council has again commented to OCC objecting to the development. The draft proposed by Cllr Jenkins was approved. 	
ITEM 10 – FINANCIAL MATTERS		
112/24	<p>1. Receive the Internal Audit Report – This was received and relevant comments by the Auditor noted.</p> <p>2. Approve and Sign the Annual Governance Statement – This was approved and signed by the Chair and Clerk. Proposed Cllr Oldnall, Seconded Cllr Garwood. RESOLVED.</p> <p>3. Approve and Sign the Annual Accounting Statement – This was approved and signed by the RFO and Clerk. Proposed Cllr Oberman, Seconded Cllr Foxhall. RESOLVED.</p> <p>4. Set the Dates for the Notice of Electors Rights – The dates were set, commencing on 12th June 2024, and ending on 23rd July 2024. The Public Notice was to be displayed on the notice board no later than 11th June 2024. Afternote: Completed on 11 June 2024.</p> <p>5. It was noted that the current Auditors would not be in a position to conduct the 2024/5 audit and an alternative would have to be secured. This would be investigated during the year. A vote of thanks was agreed for Julia Evans for her work on the audit and continued role as RFO.</p> <p>6. Approve May Payments – Proposed Cllr Puddicombe, Seconded Cllr</p>	Clerk

	<p>Charles, approved. RESOLVED. Cllr Jenkins to approve bank payments.</p> <p>7. Review of Bank Signatories/Access – Ongoing</p> <p>8. Courier Printing Costs – Cllr Foxhall had obtained details from an alternative supplier providing a significant reduction in costs. It was agreed that the Summer Edition of the Courier would be printed by the new supplier.</p> <p>9. Rialtas – The costings for the cloud based systems were continuing to be clarified and would remain an agenda item until resolved.</p> <p>10. Film Company Donation – Received</p> <p>11. S106 Funding for new Play Equipment – Received.</p> <p>12. Insurance Renewal – Renewal payment made; Clerk/RFO to notify insurance company in relation to new play equipment.</p> <p>13. Grant Application (Uffington Primary School) – Cllr Charles abstained from voting due to his position of Governor. The application was unanimously approved. Proposed Cllr Jenkins, Seconded Cllr Puddicombe. As this application was received outside of the normal application period it was agreed to fund this from reserves maintaining the existing grant budget. Cllr Jenkins to advise applicant and RFO to make grant payment. Afternote: Completed on 11 June 2024.</p> <p>14. Kompan Invoice – It was agreed that subject to receipt of the Credit Note and completion of the snagging (dips and bumps in the rubber matting) payment could be made for the outstanding balance in advance of the July PCM.</p>	<p>KF/MO</p> <p>Clerk/RFO</p> <p>Clerk / RFO SJ / RFO</p> <p>RFO</p>
ITEM 11 – DONATIONS		
113/24	<p>1. Quarterman Family Donation £1,000.00 – it was agreed that the new play area would benefit from a seating / picnic area and Cllr Oberman was to investigate further.</p> <p>2. Film Company Donation £400.00 – following previous feedback the Council would hold this donation for a village event in the future.</p> <p>3. New bench Jubilee Field - The family of Maurice Leyland have very kindly offered a donation of up to £500.00 for a new bench. – Cllr Oberman reported that the planned area for location of the new bench was currently work in progress and updates would be provided.</p>	<p>FO</p> <p>FO</p>
ITEM 12 – JUBILEE FIELD		
114/24	<p>1. Month Play Area Inspections – the seating table located by Craven Common was noted as needed inspection / repair. There was damage to the rubber surface by the roundabout in the playground. Cllr Oberman to investigate.</p> <p>2. Maintenance of seating area – relating to the seating area located by the THMH, an exercise had been completed to renew and tighten all the fixings which has made a significant improvement.</p> <p>3. The new play area had been completed and an Opening Ceremony would be taking place on Tuesday 11th June at 3.30pm.</p> <p>4. Applications to use the field: <ul style="list-style-type: none"> a. New applications – None. b. 22nd June – no longer relevant. c. 29th June – Insurance documentation has been provided. </p> <p>5. Parish Comments – An issue had been raised by a local resident regarding behaviour and littering at the site of the new play area. The Council has contacted the local school who agreed to raise this with</p>	<p>FO</p> <p>Clerk</p>

	<p>parents and children. The relocation of the current waste bin was to be looked into as well as raising missed refuse collection with VoWHDC.</p> <p>6. New Safety Signs – It was agreed to award Red Sky Creative the contract to produce the new sign. It was also agreed that an additional new sign was to be purchased to replace the sign currently located by the shop (final draft to be approved). A volunteer group was to be arranged for the siting and installation of the new signage.</p>	Clerk
ITEM 13 – ONGOING PROJECTS		
115/24	Access to the Paddock – Cllr Jenkins had written to the VoWHDC and was awaiting a reply in relation to original planning conditions.	SJ
ITEM 14 – OSR		
116/24	No current items to report. It was noted that the annual inspection was due later in the year and would be included in the August agenda.	RC
ITEM 15 – ALLOTMENTS		
117/24	No current items to report.	
ITEM 16 – ANNUAL / QUARTERLY REVIEW		
118/24	<ol style="list-style-type: none"> 1. Communication Policy – draft approved, suggested amendments to be made and policy published. 2. GDPR and Data Protection Policy – draft approved, suggested amendments to be made and policy published. 3. Councillor Responsibilities 2024/5 – draft approved showing current responsibilities, suggested amendments to be made and published. 4. Advertising Policy – the suggested increases were approved. Policy to be published. 	<p>SJ / Clerk</p> <p>SJ / Clerk</p> <p>SJ / Clerk</p> <p>SJ / Clerk</p>
ITEM 17 – VILLAGE UPKEEP		
119/24	<ol style="list-style-type: none"> 1. Village Maintenance Contract – This had now been awarded to GW Countryside Management Ltd and work commenced. 2. BGG Contract – Costs had been received and there was a small combined overall reduction. Cllr Jenkins to discuss dates with the contractor. 3. Flooding – The recent funding applications to assist with flood prevention measures had all been declined by OCC. 4. It was requested that the clerk obtain a quotation from the Sports Club for their mowing of the Jubilee Field, allotments (central area), Burial Ground and the grass outside the Old School Room. 	<p>SJ</p> <p>Clerk</p>
ITEM 18 – GENERAL		
120/24	<ol style="list-style-type: none"> 1. D-Day 80 – a flag had been purchased and had been flown from the church flagpole for the period of commemoration. 2. Village Shop/Post Office – there had been no further progress reported on the sale of the Shop; the item would remain on monthly agendas until the process was complete. 3. Defibrillator – the unit was now back on site at the THMH with new pads. Arranging a training course was suggested and Cllr Garwood was asked to investigate. 	<p>Clerk</p> <p>DG</p>
ITEM 19 – MATTERS ARISING DURING MEETING		
121/24	It is with great regret that Cllr Jenkins gave verbal notice of his intention to resign from the Uffington Parish Council with effect from 31 August 2024.	
ITEM 20 – MATTERS FOR THE JULY AGENDA		
122/24	<ol style="list-style-type: none"> 1. Uffington and Baulking Neighbourhood Plan. 2. Jubilee Field – New seating area. 3. Jubilee Field – New safety signage. 	

	4. Filming Policy. 5. Village Shop. 6. 'Hare' 7. Financial Matters – Rialtas 8. Financial Matters – Bank Signatories/Access 9. Financial Matters – Insurance Policy Update	
ITEM 20 – DATE OF NEXT MEETING		
123/24	Monday 8 th July 2024	

The meeting closed at 8.45pm

DRAFT