

Minutes of the Meeting of Uffington Parish Council

Monday 11th October 2023

At Thomas Hughes Memorial Hall

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

In Attendance: Sandy Adams

District Councillor:

County Councillor: Yvonne Constance

Two members of the Public

Minute	ITEM 1 – APOLOGIES FOR ABSENCE	Action
210/23	Apologies for absence were received from Cllrs Caul and Foxhall.	
	ITEM 2 – DECLARATIONS OF INTEREST	
211/23	There were none.	
	ITEM 3 – MINUTES OF THE MEETINGS HELD ON 9th September 2023	
212/23	Apologies for were given for the late issue of the minutes due to holidays. It was confirmed that original version was circulated by Cllr Jenkins on 22 nd September 2023. The minutes were accepted as an accurate account of the meeting. Proposed: Cllr Puddicombe, Seconded: Cllr Jenkins.	
	ITEM 4 – REMAINING BUSINESS FROM THE PREVIOUS MEETING	
213/23	<p>a) Hedge cutting by the car park. The car park side of the hedge would be cut by a resident once the top and road side had been trimmed by BGG.</p> <p>b) Village maintenance. Cllr Oldnall had received no comments from the previous meeting and noted that a decision would need to be made. There are a few decisions which need to be made regarding whether volunteers would be sufficient or whether further out sourcing of the work would be required. The tasks would need to be decided, the flexibility and possible spend. It was considered to await any response from the Couriers circulation calling for volunteers. Cllr Oldnall requested thoughts for the next meeting. In the Interim Cllr Jenkins and Mr Godsell to prepare a list of the maintenance tasks carried out on Parish Council owned land. The next financial year would be the preferred time to commence this.</p> <p>c) Village transport. Cllr Oldnall confirmed that a contract for a bus service had been awarded until March 2025. Cllr Constance confirmed that an acceptable quote had been received. Government money has been provided to expand the bus service; this was all the extension of the £2 maximum fare. Dates for commencement will follow. Cllr Constance will provide updates as available, and added it is hoped this bus will service unserved customers.</p>	<p>SJ</p> <p>SJ</p> <p>YC</p>
	ITEM 5 – COUNTY COUNCILLOR'S REPORT	
214/23	<p>A written report had been circulated. Cllr Constance reported that:</p> <p>a) The CEO's report is now available to councillors but not to a wider audience.</p> <p>b) There had been a collapse of the SEND programme. This was largely due to a 63 % increase in SEND applications. The service failure may be due to a range of reasons.</p> <p>c) The Wicklesham Quarry Developers had submitted a Screening Opinion and OCC had decided that an EIA was not required. Cllr Jenkins confirmed that although this was a County Council issue until June 2024 it was also registered in the VOWHDC Planning database. It was noted that the site had been identified in the Faringdon Town Neighbourhood Plan as a site that could be used for commercial development. Cllr Constance will keep the Parish Council up to date on any developments.</p> <p>Cllr Constance was thanked for attending.</p>	
	ITEM 6 – DISTRICT COUNCILLOR'S REPORT	
215/23	None	
	ITEM 7 – OPEN FORUM	

216/23	Mrs Pilcher stated that the Wicklesham Quarry petition request had been put on the Uffington, Baulking and Woolstone Facebook site by the organiser.	
ITEM 8 – PLANNING MATTERS		
	<p>a) New applications to be considered:</p> <ul style="list-style-type: none"> i. P23/V2060/HH, 7 Broad Street Uffington Faringdon. Conversion of garage to utility room, replacement of garage door with window and associated internal works. Short discussion on parking rules in planning applications and that the application appeared to be within the rules. No objection subject to being compliant to parking standards to be submitted. <p>b) To consider any new applications received since the publication of this agenda.</p> <ul style="list-style-type: none"> i. None <p>c) Update on outstanding planning applications:</p> <ul style="list-style-type: none"> i. P23/V1862/HH & P23/V1863/LB – Vale Cottage, High Street. Repairs and improvements to interior and exterior of listed cottage including works to repair internal partition wall, installation of air source heat pump, replace uninsulated concrete and timber floor with breathable flooring and underfloor heating system, repair internal wall coverings, repair boundary wall, repair and replace porch roof covering, replace front door. Awaiting determination. ii. P23/V1765/LB – Lilac Cottage, Woolstone Road. Replace decorative ridge of roof thatch with flush cut design, crafted with wheat straw to match existing thatch. Granted iii. P23/V1739/HH and P23/V1740/LB – Lilac Cottage, Woolstone Road. Two storey rear extension to create larger kitchen to ground floor, and master bedroom with balcony to first floor. Awaiting determination. iv. P22/V2252/HH – Slate House, Upper Common. Proposed rear extension and associated alterations. Granted. v. P22/V0345/FUL – Sowerhill Farm. Installation of outdoor arena with lights. Change of use from agricultural to equestrian. Awaiting determination. vi. P23/V1842/S73. Change to Dragon Hill Plot No 2 – incorporate the garage as interior floor space. Granted. <p>d) Uffington and Baulking Neighbourhood Plan</p> <ul style="list-style-type: none"> i. Cllr Oldnall provided a brief background into the current Neighbourhood Plan (NP), which had been adopted in 2019. Baulking Parish Meeting had been consulted on new buildings to date and confirmed that the Baulking Only (H3) policy was working. In view of several new developments in the Village, Cllr Oldnall requested a councillor’s help to review the NP. Cllr Garwood offered to take this forward. Cllr Oldnall to share information with Cllr Garwood as to the work required. 	<p>SA</p> <p>MO/DG</p>
ITEM 9 – ONGOING PROJECTS		
217/23	<p>a) Access to the paddock (Formerly Vehicle bridge to the allotments). Cllr Jenkins had nothing to report. Item to be carried forward.</p> <p>b) Project to improve pond area. BGG have been instructed to reduce the height of the stump and insert eco-plugs to safely kill the roots. Levelling work still needs to be done. Mini digger would be required. Cllr Jenkins to make enquiries for someone to use a mini digger. BGG will remove extra brambles. Cllr Oberman requested that there should be some consideration regarding the future management of the pond area in view of the bramble invasion. It was suggested that this could be part of the village tidy up. Action Cllr Jenkins agreed to organise levelling work to be done</p> <p>c) Support for Uffington Shop. Cllr Jenkins had spoken to the electrician to arrange for the light to be reinstalled and be invoiced but no date for completion had been given.</p>	<p>SJ</p> <p>SJ</p> <p>SJ</p>

ITEM 10 – FINANCE		
	<p>a) To approve October payments. The total payments to be approved £1494.41 agreed. Proposed Cllr Oldnall, Seconded Cllr Charles</p> <p>b) 2023/24 mid-year virements. Cllr Oldnall explained the work which had been done on virements with the RFO. There has been no overspend. It was proposed to move money from completed cost code areas into admin area to cover the small staff costs shortfall. Proposed: Cllr Puddicombe. Seconded Cllr Charles.</p> <p>c) Review of draft 2024/25 budget. Cllrs Oldnall, Charles, and Clerk (and RFO if necessary) to meet to review 2024/2025 budget. The key item to be considered was the funding of the village maintenance tasks required and the possible need for a precept increase. <i>Afternote: meeting on 18 October arranged.</i></p>	MO MO/RJ/ SA
ITEM 11 – THE COURIER		
218/23	The Courier production was discussed. Cllr Oldnall to speak to the editor about this. <i>Afternote: Discussed on 14 October and timetable for Winter issue agreed including bringing the submission deadline forward to allow more editorial time over the holiday period.</i>	MO
ITEM 12 – JUBILEE FIELD		
219/23	<p>a) Play area inspection.</p> <p>i. Picnic table – 3rd seat broken off. Cllr Oldnall to repair.</p> <p>ii. Shackles and small bolts on swings need to be checked.</p> <p>iii. One bolt on a seat needs to be checked. Cllr Oldnall to complete the checks.</p> <p>b) Applications to use the field.</p> <p>i. New tree to be planted on Thursday 12th October. The area has been prepared.</p> <p>c) New Play Equipment</p> <p>i. Wicksteed attended to consider estimate which includes a basket swing. Quotation awaited.</p> <p>ii. Cllr Jenkins has created a spreadsheet for quote comparison purposes and volunteered this to Cllr Oberman for this project</p> <p>iii. Wicksteed confirmed that anything over 4 metres will need planning will require planning permission. <i>Afternote: confirmed by VOWHDC Planning along with details required on the application.</i></p> <p>d) Field Tidy</p> <p>i. Sunday 29th October 2023 (a Sunday has been selected as a trial.) Cllr Jenkins to place a notice in the Weekly Email News.</p>	MO FO/SJ SJ SJ/FO
ITEM 13 – OSR UPDATE		
220/23	<p>Cllr Charles reported that following the building inspection there were a few actions which could be combined and carried out in July 2024.</p> <p>i. Moving debris from the back guttering – Cllr Jenkins to provide ladder.</p> <p>ii. Carry out roof check.</p> <p>iii. Annual inspection of fire extinguishers – complete</p> <p>iv. Neighbouring trees – no further forward, Cllr Charles to speak to landowner.</p> <p>v. Remove moss from North Slope. – Risk of slate disturbance. May have been done with the wall repairs. To be reviewed.</p> <p>vi. Fire risk assessment.</p> <p>vii. Paint and treat windows.</p> <p>viii. PAT tests – Cllr Oldnall to do this.</p> <p>ix. Electrical Testing – Last one 2018 – still awaiting report. <i>Afternote: This has since been circulated</i></p> <p>x. Review of security of building and exhibits – PCSO's recommendations were.</p> <ul style="list-style-type: none"> o Intruder alarm o Some display items in display cases. o Doorbell <p>Action Cllr Charles</p> <p>a) To split list into museum and building.</p>	RC/SJ RC MO RC

	b) To look at the insurance contract cover with respect to any specific building security required.	
ITEM 14 – BURIAL GROUND		
220/23	Review of fees a) A review had been carried out in March which provided the possibility for interment plots for ashes. No further amendments were required. Clerk to republish new fees and policy on to the Website	SA
15- ANNUAL/QUARTERLY REVIEWS		
221/23	a) Equal and Human Rights Policy – No Changes – Review in one year. Clerk to publish on website. b) Grievance Policy – Cllr Oldnall had suggested the adoption of the NALC template policy which, with some minor adjustment over the wording, was unanimously agreed. Cllr Foxhall had made some suggestions which would be included. Approval to be carried forward.	All SA
ITEM 16 – VILLAGE UPKEEP		
222/23	a) Roadside litter pick is on 4th November 2023. Clerk to check kits have been ordered. b) Jubilee Field area - See Minute 217/23 above. c) Verges and hedges to be cut imminently by BGG.	SA SJ
ITEM 17 – ALLOTMENTS UPDATE		
223/23	Allotment renewals. The allotment renewal agreements are due. RFO to meet with Clerk to hand over the process and issue the invoices as soon as possible.	SA/JE
ITEM 18 – GENERAL		
224/23	a) Update on Councillor Responsibilities – All had been accepted and councillors were thanked for their acceptances. Revised list to be published on the website and the reduced list on the Noticeboard.	SA
ITEM 19 - CONSULTATIONS		
225/23	a) Rural Transport – Addressed in item 5. b) Vale Landscape assessment – Cllrs Oldnall/Jenkins had responded.	
ITEM 20 – MATTERS FOR THE NOVEMBER AGENDA		
226/23	Grievance and Disciplinary policy (carried forward) a) Budget first draft. b) Grievance Policy.	
ITEM 19 – DATE OF NEXT MEETING		
227/23	Monday 13 th November at 6.30 pm.	

The meeting closed at 20.30.