

**UPC052018 Uffington Parish Council
Meeting
Monday 14th May 2018**

MINUTES

1. **Chairman's Welcome:** The Chairman welcomed all to the meeting
2. **Appointment of Chairman;** Councillor P Daimond proposed Councillor L Padmore as Chairman this was seconded by Councillor R Davies and agreed by all members present.
3. **Signing of Declaration of Acceptance of Office:** This was signed in the presence of the Council members
4. **Appointment of Vice-Chairman:** Councillor L Padmore proposed Councillor P Daimond to be Vice-chairman; seconded by Councillor R Davies and agreed by all members present.
5. **Signing of Declaration of Acceptance of Office;** this was done in the presence of the council members.
6. **Declarations of Pecuniary Interest;** There were none at this point.
7. **Present & Apologies;** Councillor L Padmore; Councillor P Daimond; Councillor R Davies ; Councillor A Blake; Councillor R Simmons; Shropshire Councillor L Picton; L Pardoe ,clerk to the council and one member of the public. Apologies were received from Mrs B Ashton who was unable to attend.
8. **Public Session.** The member if the public introduced himself as Jason Jordan the new estate manager for Sundorne estates. He is an ex-Army Officer and will be moving to the estate house in Uffington shortly. It is hope to improve the estates relationships with the local community. Members welcomed him to the meeting and also welcomed the re-introduction of the estate manager living in the village.
9. **Police Report:** Please note these will now be done bi-monthly due to PC Walton's workload. Councillor R Davies was given a hard copy of the report e-mailed to members.
10. **Clerk** had nothing to report that was not covered on the agenda.
11. **To receive Shropshire Councillor's Report:** Councillor L Picton reported that she had received correspondence about parking at the Corbett Arms. The complainant was asking for traffic restrictions on the road. The Council members were very reluctant to consider this. Councillor L Picton would report this back to the complainant.
12. **Council to receive and adopt the Data Protection Officers Data Protection Impact Assessment.** This would be done at the June meeting when members had had a chance to inspect the documents
13. **Council to receive and adopt a Retention of Documents Policy following Data Protection audit.** . This would be done at the June meeting when members had had a chance to inspect the documents.
14. **Clerk to update on GDPR.** The clerk reported that she had been busy going through the two old filing cabinets of old papers. This had taken a several evenings and there were boxes of documents to take to Shropshire Archives for permanent storage there. There was also two large bin bags of papers for safe destruction.
15. **To receive reports from**

Uffington Parish Council Meeting
L Pardoe
Clerk & RFO
Minutes May 2018
uffingtonpc@gmail.com

Signed.....

Dated Monday 11th June 2018

- LJC –There will be a joint meeting with Tern and Severn Valley at some point date and time to be agreed.
- Neighbourhood watch; Councillor R Simmons agreed to continue as Neighbourhood Watch Co-ordinator.
- Any other meetings attended by members Councillor R Simmons had attended the Helicopter Noise Liaison Meeting which he found very interesting and informative.

16. Highway Matters

- Councillors reported that the potholes still had not been completed. Councillor L Picton clarified the point that if a pothole has a yellow mark around it and a driver damages their car driving over it then Shropshire Council will not be liable for damage or repairs.
- Councillor R Simmons reported there is a major problem outside Canal Close with motor cycles going through the village very fast and overtaking
- Council to agree the proposal for the Traffic Calming in Uffington. Councillors were very disappointed that the traffic proposals were to be moved back. Councillor L Picton said that she would see if there was anything she could do to bring it back on track as the additional traffic was as a result of the new development on the village and was there an infrastructure matter.
- Clerk had not yet been in touch with the proposed contributors to the funding of the refurbishment of the Sundorne roundabout. She would contact all parties and explain that there would be ONE sign on the roundabout with the names of all the sponsors on it. She would also ask for final clarification on the sum they were willing to put to the project.

17. Planning:

- i) Council to consider new applications.
- ii) iii) Council to consider applications received after 28th March 2018
18/01979/Ful
Address: 6 Old Top Cottages, Uffington
Proposal .Erection of single storey side & rear extensions.
After discussion it was agreed that the Parish Council supported this application. Proposed by councillor L Padmore; seconded by Councillor P Daimond and agreed by all members present.

18. Finance

- i. Council to agree and pay accounts as presented by the clerk: to be circulated via e-mail to members; It was agreed to pay the accounts as presented by the clerk.

Cheque Number	Payee	Brief Description	Amount
000684	D M Payroll	Data Audit fee	200.00
000685	D M Payroll	PAYE services	73.00
000686	J Griffiths	Internal Audit	50.00
000687	HMRC	PAYE	59.40
000688	L Pardoe	Salary & Expenses	343.31
		Total	725.71

- ii. Council to accept Bank Reconciliation as presented by the clerk; It was agree to accept the bank reconciliation as presented by the clerk.
- iii. Council to receive Year end accounts. The year-end accounts were received by the council.
- iv. Council to receive Internal Auditors Report. This was received by members
- v. Council to agree Annual Governance Statement; this was agreed by the members.
- vi. Council to agree Annual Accounting Statements; These were agreed by the members

- vii. Council to agree Insurance renewal for 2018/2019; It was agreed to insure with Inspire at cost of £218.00 for twelve months.
- viii. Council agreed to implement the National pay increase.
All these were proposed by Councillor P Daimond; seconded by Councillor R Simmons and agreed by all members.

19. Correspondence: list to be circulated by e-mail to members before meeting; this was noted.

20. Parish Matters

- Councillors had nothing to report.

21. **Date and time of Next meeting;** It was agreed that this would be held on Monday 11th June 2018 at 7.30pm at Uffington Village Hall.

22. The Chairman thanked all for attending and closed the meeting at 8.35pm