

## Ubbeston Parish Council

Minutes of the Meeting of Ubbeston Parish Council at The Hub in Huntingfield on Thursday 27<sup>th</sup> July 2017 at 7.30pm.

**Attendees:** Cllr Wootton (Chair), Cllr Pike (Vice-Chair), Cllr Walker, Cllr Ward, Cllr Youngs & Clerk Julie Collett.

**64.17 To consider accepting apologies for absence** No Apologies

**65.17 To approve and sign the minutes of the Annual Meeting of Ubbeston Parish Council on 18th May 2017.** Minutes agreed & signed as correct.

**66.17 To record declarations of interest from members in any item to be discussed** No Declarations

**67.17 To consider dispensation from members in any item to be discussed** None

### Public Forum

(i) Parishioner's questions or comments No parishioners

(ii) District & County Councillors' reports Apologies & reports received.

(iii) To receive the Footpath Warden's report No Footpath Warden

(iv) To receive a report from the Tree Warden Cllr Youngs Nothing to report

**68.17 To receive an update on outstanding actions from last meeting:**

(i) Update on Highways issues with Clay Hill The potholes have recently been highlighted with yellow paint. Will monitor to see when these are repaired and if any further work needs flagging with SCC. Highways have stated they prioritise work and Clay Hill seems to be a low priority.

(ii) Update on new signage. Signage requested & acknowledged, nothing further heard. Clerk will chase.

(iii) Charnwood SCDC confirm they have written to the owner twice with no reply. They have asked if anyone in Ubbeston has any further info. Cllr Pike has an email address, clerk will forward this to SCDC. SCDC will continue to try and obtain contact.

(iv) The Croft Campsite. Reports have been received of campers walking through private fields, including on one occasion trampling the crops; Cllr Pike will speak with the owners of The Croft. Campers also often drive into the wrong properties when looking for the campsite. Clerk will write and ask the owners to ensure directions to the site are clear. It has been noted that a caravan has been placed in the front garden. Clerk to check if planning permission is required for this.

(v) Green Valley Farm Letter will be sent confirmation that we have requested the moving of the 30mph sign and the new sign, but nothing heard as yet.

(vi) SID The council agree to take this project forward. Clerk will write to David Chenery and also to HHCF to apply for a grant.

**69.17 To consider new & outstanding planning applications, including consultation responses**

None received

**70.17 To consider the correspondence received.**

(i) Clerks & Councils Direct

(ii) Suffolk Constabulary

Noted

**71.17 To receive the internal auditors report.** 3 recommendations have been noted and will be implemented in the current financial year.

**72.17 To consider applying for a Transparency Funding Grant** The council agreed to apply for a grant to cover the cost of website fees for the coming year.

**73.17 To consider adopting the telephone kiosk.** The clerk will complete paperwork to adopt the phonebox. Will also look into the possibilities of moving the box but retaining the power supply.

**74.17 To consider adopting a formal response for planning applications received between meetings.** The clerk read out a reply relating to planning applications where the council feels

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no meeting is necessary. "The closure date for responses to the application falls outside the scheduled meetings of council. The details of the application having been circulated, Councillors do not consider that the nature and extent of the proposals merits a special meeting for their consideration and accordingly council is content for the application to be determined by the Planning Authority consistent with the relevant planning policies." The council agreed to the use of this phrase as appropriate.

**75.17 To consider the viability of purchasing a defibrillator.** The council agreed that this would be an excellent project to proceed with. This could be housed within the phone box. Clerk will report back at the next meeting with regard to the phone box.

**76.17 To received updated accounts for the current year.** Accounts noted

**77.17 Finance**

Barclays Bank 17/7/2017 £2026.67

**78.17 To approve the Account Payments**

(i) J Collett	Salary	£319.43
(ii) J Collett	Expenses	£23.76
(iii) ICO		£35.00

Payments approved.

**79.17 To approve the Account Receipts**

(i) VAT Refund	£154.59
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Receipts noted.

**80.17 To receive and discuss items from Parish Councillors** Cllr Pike reported that the road from Ubbeston to Cratfield near to Ubbeston Hall was becoming overgrown and the hedges needed cutting back. Clerk will write to the owner of Ubbeston Hall Farm to request this be organised on the grounds of safety. Cllr Ward requested the clerk to see if she could obtain a map of Ubbeston similar to those used in the SCDC Site Allocations & Area Specific Policies. Map 36 is of Heveningham, and shows some of Ubbeston but not all.

**81.17 To receive items for the next Agenda**

Old Parish Documents  
Standing Orders  
Financial Regulations  
Review of Clerk's Contract

**82.17 Date of next meeting Parish Council meeting 28<sup>th</sup> September 2017 at 7-30pm.**

**83.17 Meeting Close 8-57pm**

Signed as a true record.

Chair \_\_\_\_\_ Date \_\_\_\_\_

