

Ubbeston Parish Council

Minutes of the Meeting of Ubbeston Parish Council held at The Hub in Huntingfield on Thursday 16th March 2017 at 7.30pm.

Attendees: Cllrs Chrissie Wootton, Nigel Youngs & Carl Walker. Julie Collett (Clerk)

- 18.17 To consider accepting apologies for absence** Apologies accepted from Cllr Allan Pike, Cllr Wootton agreed to chair the meeting.
- 19.17 To approve and sign the minutes of the council meeting on 12th January 2017.** Signed as an accurate record.
- 20.17 To record declarations of interest from members in any item to be discussed** None received
- 21.17 To consider dispensation from members in any item to be discussed** None received
- Public Forum**
- (i) Parishioner's questions or comments No public in attendance
 - (ii) District & County Councillors' reports Apologies from CC Stephen Burroughes. Reports to follow
 - (iii) To receive the Footpath Warden's report No Footpath Warden
 - (iv) To receive a report from the Tree Warden Cllr Youngs Nothing to update
- 22.17 To receive an update on outstanding actions from last meeting:**
- (i) Update on Highways issues with Clay Hill Repairs have been completed at the top of Clay Hill. Highways have reported that the necessary work at the bottom of Clay Hill should be completed before the end of this financial year.
 - (ii) Telephone Box – Cllr Youngs Confirmation that the telephone box is listed. Clerk will complete the request for pre-application advice.
 - (iii) Horses on roads – the need for signs? Cllr Youngs still trying to speak with owners of horses. Take forward to next meeting.
 - (iv) The Croft Situation will be monitored over the summer when the campsite will be open.
- 23.17 To consider new & outstanding planning applications, including consultation responses**
- (i) Planning App Ref DC/17/0849/FUL Green Valley Farm No objections. Council fully agree to support application.
- 24.17 To consider the correspondence received.**
- (i) UK Power Networks Leaflets containing an emergency number will be distributed.
 - (ii) Clerk & Councils Direct
 - (iii) SNT Terms of Reference
- All correspondence was noted.
- 25.17 To accept the resignation of Cllr Tracy Moore** The Council regretfully accepts the resignation of Cllr Tracy Moore. Thanks were expressed to Tracy. Clerk will post the resignation notice.
- 26.17 To ratify the increase in clerk's salary.** The council ratify the increase in the clerk's salary. Clerk will advise SALC.
- 27.17 To consider applying to Heveningham Hall Country Fair Trust for funds towards a SID** This was discussed with item 33.17
- 28.17 To review and adopt the Standing Orders** These were reviewed and found to be adequate for council's requirements
- 29.17 To review and accept the Suffolk Local Code of Conduct** This was reviewed and found to be adequate for council's requirements
- 30.17 To review and adopt the Financial Regulations** These were reviewed and adopted by the council.
- 31.17 To review and accept the Risk Assessment** This was reviewed and found to be adequate for council's requirements

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- 32.17 To review the internal control.** These were reviewed and found to be adequate for council's requirements
- 33.17 Update on the purchase of a SID.** Two councillors and the clerk will attend a meeting held by DC Stephen Burroughes giving more details of the SID. Clerk will complete the initial form in order to obtain permission to have the posts installed. If this permission is granted then Ubbeson PC will approach Heveningham Hall Country Fair Trust for funds in the region of £2000 to support this project.
- 34.17 To received updated accounts for the current year.** Accounts received
- 35.17 Finance**
Barclays Bank 10/3/2017 £1814.71
- 36.17 To approve the Account Payments**
(i) Greenbarnes Ltd £489.54
Payment approved.
- 37.17 To approve the Account Receipts**
(i) SCDC Grant £855.00
Receipt noted.
- 38.17 To receive and discuss items from Parish Councillors** Cllr Allan Pike requested that it be known that he did not wish to stand for Chair, although hoped to remain on the council. The format for the Annual Parish Meeting was discussed.
- 39.17 To receive items for the next Agenda:**
Co-option
Election of chair & Vice-Chair
Extra signatory on bank account required
Date of next meeting Annual Parish Meeting followed by the Annual Parish Council meeting 18th May 2017 7-00pm at The Hub in Huntingfield.
- 40.17 Meeting Closed 8-50pm.**

Signed as a true record.

Chair _____ Date _____

