

Ubbeston Parish Council.

Minutes of the meeting of Ubbeston Parish Council held on Monday 4th September 2023 at 7pm in The Hub at Huntingfield.

Councillors Attending: Cllr Carl Walker (Chair), Cllr Allan Pike, Cllr Nigel Youngs.

Also attending: Julie Collett (Clerk & RFO).

59.23 Apologies and approval of absences. Apologies received and accepted from Cllr Lynne Ward & Cllr Joel Pike.

60.23 To receive Declarations of interest. None

61.23 To consider requests for Dispensations. None

62.23 To resolve that the minutes of the standard meeting of the council on Thursday 22nd June 2023 are a true and correct record. Minutes agreed and signed as correct.

63.23 Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports. Apologies received from County Councillor Stephen Burroughes, report to follow and District Councillor Julia Ewart, report received and on the website.

64.23 Updates from previous meeting:

Village Gateways. Cllr Nigel Youngs and Cllr Carl Walker are planning to start these in next few weeks.

Trees on Footpath. This has been reported to Suffolk County Council and they have stated they will contact the landowners. Nothing further heard. Clerk to chase. Tree warden Cllr Nigel Youngs will walk the footpath with residents from The White Cottage to see if any problems can be identified.

30mph Request. Nothing further heard from Highways or Cllr Burroughes. Clerk to advise the Croft Campsite where the original request came from.

65.23 Finance

a. To receive Finance report.

i. Bank Reconciliation Year 2023-2024 All agreed

ii. Budget to Actual Noted

To authorise payments as listed below:

iii Heelis & Lodge	Audit	£130.00
iv ICO	GDPR	£40
v J Collett	Salary	£834.72
vi HMRC	Tax	£5.60
vii ESDC	Election Fees	£56.10

All payments noted and agreed.

b. To note any receipt. None

66.23 Planning Applications. To consider a response to planning applications received. None

67.23 To receive notice of resignation from the clerk. The clerk handed her letter of resignation to the chair to take effect at the latest 31st May 2024, earlier if a replacement can be found. Clerk to advertise.

- 68.23 To review and agree to renew the insurance.** The insurance renewal has not been received as yet. The council are happy for the clerk to obtain alternative quotes and advise council.
- 69.23 To review the Financial Regulations.** No amendments, council agree adequate for requirements.
- 70.23 To review the Standing Orders.** No amendments, council agree adequate for requirements.
- 71.23 To consider any correspondence.** Nothing received other than emails already circulated.
- 72.23 Items for consideration for inclusion on the next agenda.**
Ratify Insurance
Budget
Precept
Meeting Dates
- 73.23 To consider excluding the public and press.**
To consider excluding the public and press for the next item as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies [Admission to Meetings Act] 1960).
- 74.23 To review the clerk's contract and salary.** The council are satisfied with the clerk's work and agree an increase in salary to SCP 25 backdated to 1st July 2023.
- 75.23 Date of next meeting 6th November, 7pm in the Hub at Huntingfield.**

Meeting closed 7.40pm

Minutes agreed as correct.

Chairman_____ **Date**_____

Julie Collett Julie Collett 05/09/2023
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