

Ubbeston Parish Council

Minutes of the Annual Meeting of Ubbeston Parish Council at The Hub in Huntingfield on Thursday 3rd May 2018 to follow the Annual Parish Meeting.

Attendees: Cllr Wootton, Cllr Pike, Cllr Walker, Cllr Youngs, Julie Collett (Clerk) & 3 residents.

- 42.18 To elect the Chairman** Cllr Youngs proposed Cllr Wootton, seconded by Cllr Walker. All in favour and duly elected. Cllr Wootton signed the acceptance of Office Form.
- 43.18 To elect the Vice-Chairman** Cllr Allan Pike was unanimously re-elected as Vice-Chair.
- 44.18 To consider accepting apologies for absence** Apologies received from Lynne Ward who was away on holiday.
- 45.18 To approve and sign the minutes of the Meeting of Ubbeston Parish Council on 8th March 2018.** Minutes of the last meeting were agreed and signed as correct.
- 46.18 To record declarations of interest from members in any item to be discussed.** None received.
- 47.18 To consider dispensation from members in any item to be discussed**
Public Forum
- (i) Parishioner's questions or comments A resident advised that a tree had fallen over the footpath and river and into a landowner's field. Cllr Youngs will inspect and report back to the council. Also, the ditch behind Wood Farm appears to be blocked as the water from the fields is not able to get away. Cllr Youngs to check.
 - (ii) District & County Councillors' reports Nothing 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.
- 48.18 To receive an update on outstanding actions from last meeting:**
- (i) SID Unfortunately we were not successful with the co-op bid. Clerk will look for other grant possibilities.
 - (ii) The Croft Campsite This planning application has gone to the referral committee.
 - (iii) Ubbeston Lodge Swimming Pool. Clerk has emailed for confirmation from Planning Dept and Highways to confirm all necessary permissions are in place. Clerk will also contact Jill Sampson from SPARTA for advice.
 - (iv) To consider the purchase of signs for the footpath through Ubbeston Wood. This has been deferred until the next meeting.
- 49.18 To consider new & outstanding planning applications, including consultation responses**
- (i) Planning App Ref DC/18/1667/LBC Ubbeston Hall This application was fully supported by the council.
- 50.18 To consider the correspondence received.**
- (i) DPO Confirmation received from DPO
 - (ii) Adnams Community Trust Report
 - (iii) Community Action Suffolk
 - (iv) EACH request for donations & volunteers Ubbeston PC agreed not to donate reluctantly due to lack of funds.
 - (v) Elan City
- 51.18 To approve the end of year accounts.** The council unanimously agreed the end of year accounts.
- 52.18 To approve the Annual Governance Statement.** The council unanimously agreed the Annual Governance Statement.
- 53.18 To consider exemption of a full external audit.** The council unanimously agreed that the council meets the criteria and are exempt from external audit.
- 54.18 To renew subscription with Information Commissioners Office.** Renewal not received as yet. Clerk will chase.
- 55.18 To update the Asset register.** Following the purchase of a laptop the asset register has been updated and agreed by the council.

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56.18 Finance

Barclays Bank 31/03/18 £1733.07
Balance noted

57.18 To approve the Account Payments

(i) J Collett Salary £325.95
(ii) J Collett Expenses £22.96
(iii) SALC Payroll Services £21.60
(iv) SALC Subscription £35.43
(v) J Collett Laptop £407.00

Payments approved.

58.18 To approve the Account Receipts

(i) SALC Transparency Fund £339.49
Receipts noted

59.18 To receive and discuss items from Parish Councillors Nothing to report

60.18 To receive items for the next Agenda

- Lottery Bid for Defibrillator
- Feedback from Highways meeting
- Electric in Phone Box

61.18 Date of next Meeting of the Parish Council 12th July 2018 7.30pm.

62.18 Meeting Closed 8.25pm

Signed as a true record

Chair _____ Date _____