

Minutes of the meeting of Ubbeston Parish Council held on Monday 9<sup>th</sup> November 2020 at 7.30pm via Zoom.

Attendees: Cllr Chrissie Wootton (Chair), Cllr Lynne Ward, Cllr Allan Pike, Cllr Carl Walker, Cllr Nigel Youngs, Clerk Julie Collett and County/District Councillor Stephen Burroughes.

No members of the public attended.

All items requiring signature will be completed as soon as possible after the meeting.

69.20 Apologies and approval of absences. No apologies, all councillors in attendance.

70.20 To receive Declarations of interest. None

71.20 To consider requests for Dispensations. None

72.20 The Council resolved that the minutes of the meeting of the council held on the 28<sup>th</sup> September 2020 are a true and accurate record.

73.20 To receive Progress Reports for information.

- a. Grit bin. This has still not been filled. Cllr Stephen Burroughes to intervene on the council's behalf.
- b. Maintenance of the sign deferred til Spring.
- c. Sid Post. The clerk is corresponding with Keith Sampson from Highways re the repositioning of the post.
- d. Village Gateways. Cllr Stephen Burroughes reported that he had spoken to Highways who have agreed in principle and confirmed the verges were wide enough. Awaiting quotation for cost.

74.20 Public participation session. County and District Council reports can be viewed on the website [ubbeston.onesuffolk.net](http://ubbeston.onesuffolk.net)

County Council:

- a Tree planting project underway.
- b New cycle parking installed in Sudbury
- c Sizewell C proposal to reduce HGV movements

District Council:

- a New Chairman Elected
- b Possible new supermarket in Halesworth site of Horse & Garden.
- c New houses in Halesworth could total 400 plus

75.20 To consider planning application.

a To consider applying for Listed Building Consent to move the BT kiosk. The clerk had received a request from a person wishing to purchase the BT kiosk. Councillors agreed the Kiosk needs to remain in the village as part of history. Council would like to have it moved and make use of it as a possible book swap. Listing building consent would be required to enable this to happen. Clerk to look into again.

76.20 Finance

- a To receive Finance report.
  - i. Bank Reconcillation. Noted
  - ii. Budget to Actual. Noted
  - iii. Receipts since last meeting. Precept from ESDC received £ 2497.50

**b To authorise payments as listed below:**

i	Bus Services at CAS	Insurance	£165.98
ii	SALC	Payroll Service	£22.80
iii	J Collett	Postage	£7.80
iv	CAS	Website Fees	£60.00

**77.20** To consider paying an annual fee for Website Security. Cllr Ward confirmed this was a one off fee, not an annual one. The fee of £36.00 will ensure the website is secure. Councillors unanimously agreed.

**78.20** To consider the annual cost of printing. The clerk reported that she now has a dedicated printer used for council work for four parishes. The monthly fee covers ink cartridges at a reduced price. Cost to council will be approximately £30 per year. Council agreed this was good value for money.

**79.20** To receive first draft of budget. Council agreed to defer this to the January meeting.

**80.20** To consider responding to East Suffolk Council Planning Consultations. Councillors agreed to respond to the consultation Recreational Disturbance Avoidance and Mitigation Strategy agreeing to their plan to reduce the increased levels of recreational use and ensure rural areas retain their natural peace.

**81.20** To review and adopt amendments to the Standing Orders. Council agreed to the amendments.

**82.20** To review and adopt amendments to the Financial Regulations. Council agreed to the amendments.

**83.20** To analyse the Speeding Indicator Device Data. Deferred until council can meet in person.

**84.20** Items for consideration for inclusion on the next agenda.

- Budget
- Precept
- BT kiosk
- Appoint Internal Auditor
- Internal Control

**85.20** Date of next meeting.

The date of the next meeting, scheduled for Monday 11<sup>th</sup> January 2020 and dates for the rest of 2021 agreed as follows:

- 8<sup>th</sup> March 2021
- 10<sup>th</sup> May 2021 to Include Annual parish Meeting
- 12<sup>th</sup> July 2021
- 13<sup>th</sup> September 2021
- 8<sup>th</sup> November 2021

**86.20** Meeting Closed 8.23pm

Minutes agreed as correct.

Chairman \_\_\_\_\_ Date \_\_\_\_\_

Julie Collett  
Clerk to Ubbeston Parish Council  
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