

Ubbeston Parish Council

Minutes of the Meeting of Ubbeston Parish Council at The Hub in Huntingfield on Monday 13th January 2020 at 7-30pm.

Attendees: Cllr Chrissie Wootton (Chair), Cllr Lynne Ward, Cllr Allan Pike, Cllr Carl Walker, Cllr Nigel Youngs, DC & CC Stephen Burroughes & Clerk Julie Collett.

- 1.2020 To consider accepting apologies for absence. None
- 2.2020 To approve and sign the minutes of the Meeting of Ubbeston Parish Council on 11th November 2019 Agreed & signed as correct.
- 3.2020 To record declarations of interest from members in any item to be discussed None
- 4.2020 To consider dispensation from members in any item to be discussed None
- Public Forum**
Parishioner's questions or comments No residents attended.
District & County Councillors' reports. Reports circulated to councillors. Stephen Burroughes also reported that he may be able to assist with further road calming measures. Clerk to contact. Advised also to contact Denise Mortimer at the Halesworth depot with details of the flooding on Low Road. Reminder also about signing up to the Self-Help programme to ensure adequate insurance cover whilst councillors are completing village maintenance. Thanks to Cllr Nigel Youngs who has recently rodded the drains to clear the road.
To receive the Footpath Warden's report No Footpath Warden
To receive a report from the Tree Warden Cllr Youngs Nothing to report.
- 5.2020 **To receive an update on outstanding actions from last meeting:**
(i) Automatic opener for Hub Funds have been received from Cllr Stephen Burroughes. The council are very grateful for the grant. Waiting to receive confirmation to go ahead from Huntingfield PC & The Hub Committee.
(ii) Update on phone box painting and cleaning deferred til Spring
(iii) Grit Bin Now in place, still waiting for council to fill. Clerk to chase. Add to insurance and asset register.
(iv) Maintenance of the sign deferred til Spring
(v) SID Post Clerk still chasing to have post installed in correct place. Clerk has now downloaded software, and will link to the SID to download DATA. Report at next meeting.
- 6.2020 **To consider new & outstanding planning applications, including consultation responses**
None Received
- 7.2020 **To consider the correspondence received.**
None Received
- 8.2020 **To receive updated accounts.** Accounts received.
- 9.2020 **To approve the precept for 2020/2021** The council approved a precept of £4995-00
- 10.2020 **Finance**
Barclays Bank 7/1/2020 £
- 11.2020 **To approve the Account Payments**
- | | | |
|----------------|-----------------|---------|
| (i) SALC | Payroll Service | £21.60 |
| (ii) J Collett | Stamps | £7.32 |
| (iii) N Youngs | Mileage | £37.80 |
| (iv) Roadware | Gritbin | £131.04 |
| (v) J Collett | Salary | £408.52 |
- Payments approved.
- 12.2020 **To approve the Account Receipts**
- | | | |
|--------------------------|-------|----------|
| (i) East Suffolk Council | Grant | £3110.00 |
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(ii) Eastern Power Networks £114.15

Receipts noted

- 13.2020** **To review Internal Control.** The internal control has been reviewed and found adequate for Council.
- 14.2020** **To review the Risk Management Policy.** Reviewed and found adequate for council.
- 15.2020** **To receive and discuss items from Parish Councillors** Nothing to report.
- 16.2020** **To receive items for the next Agenda**
Asset register
Risk management – add SID & Grit Bin
Self-Help Highways
Traffic Calming
GDPR Risk Management
- 17.2020** **Date of next meeting 9th March 2020 7.30pm Huntingfield Hub. Agenda out by 29th February. Apologies from Cllr Chissie Wootton & Lynne Ward.**
- 18.2020** **Meeting Closed 8.47pm**

Signed as a true record.

Chairman _____ Date _____