Minutes of the Meeting of Ubbeston Parish Council held at The Hub in Huntingfield on Thursday 15th September 2016 at 7.30pm.

**Attendees: Cllrs Allan Pike (Chair), Tracy Moore, Chrissie Wootton & Nigel Youngs.**

**I parishioner & Julie Collett (Clerk).**

**1 To consider accepting apologies for absence** No apologies.

**2 To approve and sign the minutes of the council meetings on 19th May 2016 & 22nd June 2016.** The minutes were approved and signed as correct.

**3 To record declarations of interest from members in any item to be discussed** Nothing declared

**4 To consider dispensation from members in any item to be discussed** None received

**Public Forum**

* 1. Parishioner’s questions or comments
	2. District & County Councillors’ reports
	3. To receive the Footpath Warden’s report
	4. To receive a report from the Tree Warden

No reports received

**5 To receive an update on outstanding actions from last meeting:**

(i) Speed Indicator Devices – Cllr Young reported that he is still waiting for a response from SCDC regarding funding. The original plan is they would share a device with Walpole. Also a follow up email to Cllr Stephen Burroughes regarding additional funding.

(ii) Telephone Box – Cllr Young contacted BT last year re adopting the phone box. There is remedial work required and BT have advised that this work could be done before the box is adopted. The plan is to renovate it and then to use it for something more useful, ie a book swap. The clerk has a different contact and will email details to Cllr Youngs

**6 To consider new & outstanding planning applications, including consultation responses**

None Received

**7 To consider the correspondence received.**

(i) SALC re Internal Audit Fees are £88 + VAT. Clerk will research other internal auditors.

 (ii)Suffolk Police & Crime Commissioner public meetings. Noted

(iii)Community Action Suffolk letter re onesuffolk website. The council feels they have no other option but to pay these fees due to the amount of work done by Lynne Ward on the website.

**8 To consider the siting of the dog bins** The dog bins were installed on 14th September. However, one is in the wrong place and the colour is red and should be green. Cllr Wootton will contact SCDC

**9 To appoint the clerk & sign the contract of employment** The council unanimously agrees to
 appoint Julie Collett as Clerk & RFO. Contracts are signed.

**10 To approve the asset register** The asset register is approved by the council

**11 To consider applying for a grant from SALC from the Transparency Code Fund.** The clerk will look into obtaining a grant for a notice board to be placed on the side of the bus shelter for PC notices.

**12 To received updated accounts for the current year.** Accounts were agreed by the council.

**13 To consider changing banking arrangements** The clerk requested moving the accounts from Ipswich Building Society to Barclays. The council agrees and forms completed. Cllr Wootton has agreed to become a signatory.

**14 Finance**

Ipswich Building Society £2027-98 Noted

**15 To approve the Account Payments**

(i) Heveningham Parish Council £68.78 Payment approved.

**16 To approve the Account Receipts**

 **SCDC** Precept £353.10 Receipt noted

**17 To receive and discuss items from Parish Councillors**

 Position of the post box – is it possible to have it moved?

**18 To receive items for the next Agenda**

To discuss the Campsite at The Croft, noise & aggravation.

 To co-opt a new Councillor.

**19 Meeting Close 8-45pm.**

**The next meeting will be at the beginning at November**

**Minutes agreed as correct.**

**Chair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**