**Ubley Parish Council**

**AGENDA**

**Parish Councillors are summoned to a meeting to beheld in the Village Hall on**

**11th NOVEMBER 2021 at 8:00pm**

1. **To receive and accept apologies for absence**

1. **To receive declarations of interest in the agenda**
2. **Public Participation to receive comments from the public**
3. **To approve and sign the minutes of the previous meeting held on 14th October 2021 and go through the follow-up actions**
4. **Report on Clerk items: To discuss and approve further actions where needed**
5. Unity Trust Bank Account
6. Annual Review of policies

* Standing Orders
* Financial Regulations
* Register of Interest
* Asset Register
* Risk Assessments

1. **Update on appointment of permanent Clerk**
2. **Finances**
   1. Financial reports
   2. To confirm payments and signing of cheques (see financial report)
   3. Banking and accounting arrangements
   4. Preparations for setting next year’s budgets
3. **Reports from Councillors**
   * 1. The Glebe Field Lease – Signature of the new lease
     2. Play Area – progress with Phase 1
     3. Village Maintenance – update including Christmas tree & flowers at the Cross
     4. PCAA
     5. Neighbourhood Watch
     6. Chew Valley Area Forum – Climate & Environment group meetings
     7. Speeding
4. **Planning**
5. Updates on Previous Applications:

- B&NES Planning Committee on 21/00638/FUL - Mendip View

1. New Planning Applications: -

-21/04780/TCA – The Old Manor – tree work

1. **The Website and other IT**
   1. Replacement of Clerk’s laptop and email software
   2. Porting email accounts from old hosting service
2. **To receive an update from the Ward Councillor**
3. **To confirm the dates of the next meetings**

**Chairman: Phil Collins Tel. 01761 462294**

**Clerk (Locum): Catherine Parkman**

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**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 11.11.21**

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1. **PAYMENTS to go before the 11th November 2021 meeting of Ubley Parish Council**

Details of the cheques**:**

1. **Cheque p****ayments to be agreed by Parish Councillors on 11.11.21**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Cheque number** | **Amount** | **Description** | **Signed** | **Spend to date** |
| **11.11.21** | **1543** | **£359.80** | **Clerk salary** |  | **Within budget** |
| **11.11.21** | **1544** | **£187.09** | **Sweeper salary** |  | **Within budget** |
| **11.11.21** | **1545** | **£360** | **Netwise website hosting** |  | **£60 over budget** |
| **11.11.21** | **1546** | **£66** | **D M Malley – payroll services** |  | **Within budget** |

**Prepared by Catherine Parkman , Locum Clerk and RFO, on 7/11/21**