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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 10th February 2022** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, J. Croot (JC) – Vice Chairman, M. Smart (MS), A. Cole (AC), E. Scourse (ES) & G. Nettleton (GN)  Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**  None |  |
| **2** | **To receive declarations of interest in the agenda**  None |  |
| **3** | **Open session to receive comments from the public**  No members of the public present |  |
| **4** | **To approve and sign the minutes of the previous meeting held on 13th January 2022 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:    Christmas decorations for 2022 – to be deferred until next Christmas  NW – a new volunteer co-ordinator has been found. Exiting co-ordinator to assist with handover and new co-ordinator will be given access to the email account set up by the Council.  Council website population and village history. Cllr Collins has spoken to long-time resident Peter George to discuss getting some stories and photos for the website. Will suggest some volunteers from the village go through the photos.  All other matters addressed in agenda items below | PC/ES |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account - Account is up and running. Cllrs Smart and Cole to set up online banking. Final cheques to be sent from NatWest account, NatWest business savings balance to be transferred to current account. Once all payments are made (in and out) then final switch will be made. 2. First phase of internal audit submitted. | CW |
| **6** | **Finances**   * 1. Financial reports   The finance report was reviewed and approved by the Council unanimously. A copy is attached to these minutes.   * 1. To confirm payments and signing of cheques (see financial report). These were unanimously agreed, and the cheques were signed by Cllrs Collins and Smart.   2. Final Precept submission has been made for £14,932 which reflects a 2% increase plus a small increase in the tax base. |  |
| **7** | **Reports from Councillors**   1. **Play area**   Is officially finished but contractors have left a lot of mess. Play Area Group have requested an on-site meeting to arrange a clean up before final payment is made and discuss some other minor disputes.  GN has confirmed the Council’s PL insurance will NOT cover the play area equipment as it is not owned by the Council despite being on Council leased land. Council discussed options – either that the play area be gifted to the council (not possible due to PAG’s charity status), or PAG take out their own insurance. Council discussed covering the cost of this insurance through a charitable donation. All Cllrs agreed. GN to write to PAG with details.   1. **Village maintenance**  * Hedge on the east side of the Village Hall has been cut though it is not known by who. Clippings to be cleared * Hedge and shrubs along border of Walnut Tree Close to be trimmed – Colin George will be asked to do this. All Cllrs approve. * Goalposts – All Cllrs approve purchase of a second set of goalposts. Cllr Collins to investigate options * Innicks Close. Correspondence from Curo has been received stating that they gifted the land therefore is the Council’s responsibility, however no evidence of this gift has been received to date. Curo to check their records and get back to us asap. PC to provide Council with map showing land in question. There will be some cost implication of maintaining the land however the benefits to residents of the area are great. Volunteers to be recruited for a working group. * Japanese Knotweed – B&NES Environmental officer has confirmed that it is the landowner’s responsibility and will write to them formally to request action be taken. * Some drains have been cleared (by B&NES) and motor road sweeper has been through the village. Drainage issues just seem to be continuing. Several drains were covered over during previous roadworks.  1. Neighbourhood Watch   No report   1. CVAF and Local Liaison Meetings.   JC was unable to attend CVAF meeting on 18th January but has received the minutes and updated the council also with some input from District Cllr Pritchard who did attend. The Forum have asked for their working parties to write articles for the Gazette. They discussed a project to plot lost or disappearing footpaths, and have requested that councils join the B&NES Zero Carbon Nature Positive Network. District Cllr Pritchard added that the pilot also includes sustainable transport, dark skies, the Climate It was noted that the WECA sustainable transport initiative does not include the Chew Valley at all. Cllr Pritchard is appealing that omission. Cllr Pritchard also advised that B&NES are looking for councils to consider having community EV charging points. Council to contact Jackie head to take the survey.  PC reported on the PCAA meeting following the Planning Inspectorate approval of the expansion for Bristol Airport. PCAA and other organisations are looking in to ways of requesting a judicial review.. | GN  JC/AC  AC  AC  PC  PC  PC    JC      PC |
| **8** | **Planning**  New Planning Applications: None  Updates on Previous Applications:  - 21/05479/FUL – The House, The Street - Approved  - 21/04874/FUL – 5 Squire Lane – Cllr Pritchard has escalated this. The case has been sent to the Chair of Planning to consider whether it will go to committee, but noted that the vice Chair is against approving and against it going to committee. As it has already been through appeal it is unlikely to be put forward to committee, also taking in to account the history of the application. Council proposed appealing on grounds of safety and obtaining supporting statements from other residents. Cllr Pritchard suggested that the application be withdrawn and a new, different application be submitted. Applicants are looking for legal advice and are unlikely to withdraw. | MS/PC |
| **9** | **Queen’s Jubilee**  It is proving difficult to find volunteers for the cross organisation working group, but we do have some, are expecting a name from the Hall committee, and some general members of the village. Aiming for 6/7 people, though sure others will volunteer for individual tasks. Note Jubilee is in half term so many families may be away. Suggestion that the street party be held on the Sunday to allow the maximum number of residents to attend. PC attended the B&NES briefing which was very helpful and can provide guidance/ assistance with planning, risk assessments, insurance, catering, road closures and such. PC will circulate the notes. Council needs to decide what role they will have in the planning – village maintenance and decoration perhaps, organising a village photo, and/or any financial contribution. | PC |
| **10** | **Recruitment of new Councillor.**  Election call deadline for new Councillor is 17th Feb. No requests for an election have been received by the Council or Clerk to date. Awaiting notification from the Election Officer that none have been received there before proceeding to next stage. Councillors to gauge interest with residents. PC to put notice on local Facebook group. | CW/PC |
| **11** | **Sweeper Hours**.  Ken has agreed to increase his hours on a variable basis as needed. |  |
| **12** | **To receive an update from the Ward Councillor**  Cllr Pritchard reported on the Cabinet meeting he had attended earlier. Budget confirmed 1.99% Council Tax increase plus 1% for Social Care.  Introduction of parking charges in Radstock and MSN was announced.  Cllr Pritchard challenged the Cabinet regards the ‘Ring of Steel’ and Chew Valley being omitted from any consideration in Rural Transport initiative. |  |
| **13** | **To confirm the dates of the next meetings**  Thursday 10th March 2022  Thursday 7th April |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 10.02.2022**

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1. **PAYMENTS to go before the 10 February 2022 meeting of Ubley Parish Council**

Details of the cheques**:**

1. **Cheque and BACS payments to be agreed by Parish Councillors on 10.02.22**

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| **Date** | **Cheque number** | **Amount** | **Description** | **Signed** | **Spend to date** |
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| 10.02.2022 | 1555 | £474.05 | Clerk’s salary (CP) (Jan 2 hours plus replacement for chqs 1514,1519 ) |  | Within Budget |
| 10.02.2022 | 1556 | £275.50 | Clerk’s salary (CW) |  | Within Budget |
| 10.02.2022 | 1561 | £187.09 | Sweeper’s salary |  | Within Budget |
| 10.02.2022 | 1558 | £120 | West Country Groundcare (to replace chq 1540) |  | Within Budget |
| 10.02.2022 | By BACS | £119.60 | HMRC (PAYE/NI ) |  | Within Budget |
| 10.02/2022 | 1560 | £120 | Christmas Tree |  | Within Budget |

**Prepared by Charlotte Witchard - Clerk and RFO, on 10/02/2022**

The Bank statements report the following balances:

* Current Account at 31/01/2022 £12839.43 (with £2,021.44 unpresented payments)
* Business Account at 31/12/2021 £8065.33