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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 10th March 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) |  |
| The meeting was preceded by a presentation by representatives from Wessex Water on the scheduled sewerage works in the village and local area. The plans are for 3 years of work in Ubley, Compton Martin, West Harptree and Blagdon including repairs, maintenance, defects and excessive surface water. They will use a no-dig technique to reline the pipes to minimise disruption and road closures. Short-term road closures will occur in Ubley during the period 15-26 August 2022, closing only small areas at a time and moving through the village. It was noted that B&NES have agreed to collaborate on increasing the scope of works to include Highway Drainage, with Wessex Water remaining focused on foul sewerage. The project also includes work on the Ubley phosphate treatment station and a new pumping system at Blagdon with the aim of reducing environmental impact. | | |
| **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.  Cllr Croot clarified that the vice chair mentioned in the previous minutes in regard to the planning application at Square Lane if the VC of the B&NES Planning Committee and not the Chair of this council.  **Matters Arising**:    Parish Website. PC has spoken to Peter George regards getting some details of the history of the village. He will continue to work in the background on this.  Village Maintenance. The hedges around the village Hall have been trimmed  Goalposts for use on the Glebe Field have been purchased by PC  Japanese Knotweed. There has been no further correspondence from B&NES but some has been trimmed.  All other matters addressed in agenda items below | PC |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account - We have been unable to make the final switch due to unpresented cheques on the NatWest account. A cheque has been raised from NatWest to Unity of £1000 to fund the account so we can start making payments from there and will await clearing of NatWest unpresented cheques before making the switch. 2. All Cllrs agreed to become signatories for better flexibility in approving payments in the future. CW to complete appropriate paperwork. 3. All Cllrs agreed to the proposed procedure for managing online payments. Payments to be verbally approved at each meeting, and a decision taken as to which 2 Cllrs will approve the payments. CW will then email the selected Cllrs to confirm the payment is set up, including a copy of any related paperwork. Cllrs to reply to CW once payment is approved in the bank portal. 4. Direct Debit mandate for ICO Data protection fee was completed and signed by PC and MS. | CW  CW  CW  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 (see financial report). These were unanimously agreed. Payment to K Jones (sweeper’s salary) is already set up in the new Unity account and will be approved by Cllrs Collins and Smart. CW will set up the remaining payments once the transfer cheque from NatWest has cleared.   2. The quarterly bank reconciliation was reviewed and signed by PC. |  |
| **7** | **Reports from Councillors**   1. **Play area**   The contractors returned and tidied up the worst of the mess left during construction. A working group is scheduled to level and tidy the ground this coming weekend. Grass seed has been planted. The PAC are investigating insurance options and are grateful to the Council for their offer to cover the insurance cost through a charitable donation. GN to urge the PAC to action this quickly as although the PA is not officially open, the fences are down and there is no restriction to access so cover need to be obtained asap in case of any accident.   1. **Village maintenance**  * JC is to borrow a digger for the roots in the corner border of Walnut Tree Close. * It was noted that the Cross area is getting rather scruffy. Phone Box needs painting, spring planting, sign and stonework need attention, and there was a suggestion and discussion regards protecting the ground from van/lorry drivers cutting across it by strategically placed rocks and planters. To be put on the agenda for further discussion in April. ES and PC will investigate plants for a spring changeover.  1. Neighbourhood Watch   No report. Patti has not yet taken over fully from Yvonne but will do so in due course.   1. CVAF and Local Liaison Meetings.   JC attended CVAF zoom which focussed on the approved Airport expansion and a planned solar farm north of Nempnett Thrubwell. He joined group break out discussions on sustainable transport and community EV points survey (which PC has completed suggesting 2 points be installed at the Village Hall), though noted this was very much a survey to gain opinion. The planned Solar farm is sited on prime agricultural land. All CVAF members voted to join the B&NES Zero Carbon Nature Positive Network. | GN  JC      All  ES/PC  PC |
| **8** | **Planning**  Updates on Previous Applications:  21/04874/FUL – 5 Squire Lane – Refused.  It was noted that the residents declined to take the District Cllr’s advice and take the application down. They will appeal again and have chosen to take legal action  New Planning Applications: 22/00518/FUL -Street View  Application to turn garage into kitchen and internal works. Note there is very little change to the actual footprint of the property. An objection has been raised by an unknown resident on the grounds of insufficient parking and too many Velux windows breaking the ‘dark skies’ objectives in local planning guidance. The architects’ plans are indeed unclear, showing 2 cars parked at the front of the property where there is not sufficient space. The property does have a large hardstanding area where residents currently park. Council agrees to support the plan with a comment requesting drawings clarifying the parking provision and requesting installation of blackout blinds on Velux windows.  MS attended the B&NES Planning meeting and will circulate the notes. The number of required new homes is set at 12K which is encouraging. The LBBU will help with undesired development. B&NES will accept proposal but only if infrastructure plans are in place first. | MS/PC |
| **9** | **Queen’s Jubilee**  Joint working group due to meet next week. ES noted that the PAC will stand back from taking a role in organising and Jubilee celebrations as they need to focus on PA fundraising. Road closure to be submitted by 21st April for the stretch from the church to the school. | ES |
| **10** | **Recruitment of new Councillor.**  Election call deadline for new Councillor was 17th Feb. No requests for an election have been received by the Council or Clerk to date. PC has put notice on local Facebook group. All Cllrs to keep asking residents. ES to ask ‘Ladies who Walk’. | ES/PC |
| **11** | **Innicks Close.**  Awaiting communication from Curo regarding possible gifting of this land. PC has been firm with them that we will not consider taking over any maintenance unless gift is confirmed. Discussion as to pros and cons of taking ownership. Curo are often slow in maintenance duties and need regular chasing. One resident has commented that he feels it should be left with Curo to avoid costs and duties of taking over maintenance. But argument that leaving the land in the ownership of Curo means they could build on it or sell to developers. PC to draft a letter to residents to propose meeting at next PCM to gauge opinion on tasking ownership and if so, creating a volunteer work group. | PC |
| **12** | **Ubley Drove**  Residents experiencing problems with 4x4 drivers using private property as a track where the Drove itself has collapsed. Landowners are considering placing rocks to deter vehicles and to discuss with other landowners including Yeo Valley plus B&NES and Somerset Councils. Parish Council can do nothing at this point to help the residents, other than coordinate approaches. |  |
| **13** | **Rights of Way Maintenance**  Bath Rambling Association can offer some maintenance services for free. All Cllrs support making use of this service. PC will provide an up-to-date map of Rights of Way. PC to add noting to website/ Facebook to ask Residents to keep using them to help keep them open. Some old stiles need repairing and/or replacing as well as the footpath sign pointing from Ubley Motor Services to Tuckers Lane. | PC |
| **14** | **Meeting Dates**  All Cllrs agree to Parish Council Meetings being on the second Thursday of each month, with the exception of April 7th and with no meeting in August. |  |
| **15** | **APM to be on a date in end April/early May. AMPC to be on the same day as the monthly Parish Council meeting in May. Final dates to be approved next month.** |  |
| **16** | **To receive an update from the Ward Councillor**  District Councillor Pritchard provided an update from B&NES that included noting that the Civic Centre was being refurbished; there would be an enquiry into the Ring of Steel; that the take over of Virgin Care by HCRG was being examined; further structural issues with Clevedon Bridge had surface; and that there were delays with the Chew Valley footpath because of problems with agricultural access |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 10.03.2022**

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

Details of the payments**:**

1. **Payments to be agreed by Parish Councillors on 10.03.22**

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| Date | **Amount** | **Description** | **To be approved by** | **Spend to date** |
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| 10.03.2022 | £275.50 | Clerk’s salary (CW) | PC/MS | Within Budget |
| 10.03.2022 | £149.71 | Sweeper’s salary | PC/MS | Within Budget |
| 10.03.2022 | £208.49 | GTH (Glebe lease adjustment) | PC/MS | Within Budget |
| 10.03.2022 | £109.95 | PC for Goalposts | AC/MS | Within Budget |

**Prepared by Charlotte Witchard - Clerk and RFO, on 10/03/2022**

The Bank statements report the following balances:

* NatWest Current Account at 28/02/2022 £19,810.20 (with £807.25 unpresented payments)
* NatWest Business Account at 28/02/20212 CLOSED
* Unity Bank Current Account at 28/02/2022 £380.40