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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 13th January 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) Y. Thompson (YT) & 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 11th November 2021 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:  Japanese Knotweed - the Chair is still waiting to hear back from B&NES Council regarding advice on the most effective way of getting the landowner to remove this. | PC |
| **5** | **Receive resignation from Cllr Thompson and discuss next steps.**  Cllr Thompson formally submitted her resignation which was received by all Cllrs. The Chair thanked Cllr Thompson for 12 years of service.  Chair and Clerk to discuss and begin Casual Vacancy recruitment process for new Cllr. |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account - Application has been fully submitted. Hard copy application form signed by all signatories and will be added to application along with other supporting documentation 2. Internal Audit is Due. CW to prepare and submit documents by 21st Jan | CW  CW |
| **7** | **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. Discussion and agreement of budget and Precept for 2022/23. The budget for 2022/23 was agreed by all Cllrs. The Chair proposed a 2% precept increase in line with the general B&NES Council increase and this was seconded by Cllr Cole. It was noted that this increased Precept does not cover the full budget for the coming year, however we have good levels of reserves. Reserve balance projected for the end of this financial year is > 1 year’s budget/ precept while only 6 months reserves is necessary. A proportion of reserves planned to be used over next 5 years on village maintenance and improvements. Descriptions and estimated of proposed projects to be prepared for the AGM and feedback from the village residents to be solicited. Clerk to submit Precept form by 1st Feb   3. Sweeper Hours. Ken is open to increasing/ varying his hours as needed. Chair to consider and discuss this further. Agenda item to be raised for next month. Consideration to be given to investing in sweeping machinery to assist sweeper. | CW  PC/CW |
| **8** | **Reports from Councillors**   1. **The Glebe Field - Lease renewal correspondence**   The new lease has been completed and will remain in place for 22 years.   1. **Play area**   Slow progress due to bad weather and Christmas. Mulching and levelling expected to be complete in the coming week. Muddy verges remain an issue. Can be fenced off until spring. Some work may be required to level off and maintain entrance to field from hardstanding area. Play Area Committee will soon require guidance on signage. GN to check Council insurance covers Play Area public liability.  There has been some vandalism to play areas in the wider local area. Risk assessment to be carried out.   1. **Village maintenance**   Thanks to everyone involved in erection of Christmas Tree. The Council has received good feedback from residents that the tree was greatly enjoyed. New ornaments to be invested in for next year.     1. **Neighbourhood Watch**   Some car thefts and a burglary in the wider local area. Note also Cllr Thompson was NW co-ordinator and is also stepping down from this, so although it is not a council responsibility, the council will assist in helping Cllr Thompson find her replacement.   1. CVAF and Local Liaison Meetings.   JC to attend next CVAF meeting on 18th January. Agenda items are sustainable transport, home energy, nature/ light pollution and rewilding. PC to attend next Parish Liaison meeting on 19th January. | GN  JC  CW  JC |
| **9** | **Planning**  Updates on Previous Applications:  - 21/05177/FUL – Woodbridge Farm – Horse exercise area –No updates  New Planning Applications:  - 21/05479/FUL – The House, The Street - Erection of single storey rear first floor extension and alterations. Council unanimously confirmed our response of No objection.  - 21/04874/FUL – 5 Squire Lane - Creation of hard standing, for access for works to the rear of the property, due to it being unsafe to store materials on the public highway (Retrospective). A supporting statement has been submitted. Awaiting decision from B&NES. Ward Cllr Pritchard to consider referring to planning committee. MS/PC to seek permission of resident for correspondence to be provided to Cllr Pritchard. | MS/PC |
| **10** | **The Website and other IT**  Emails now all migrated except AC who will do this following the meeting, and YT who has resigned.  Chair to work on populating the website with news, history, photographs. | PC |
| **11** | **To receive an update from the Ward Councillor**  Chew Valley Climate Group. Are campaigning for a shuttle linking the Chew Valley with Bath. B&NES Journey to Net Zero is advocating use of public transport and bike but this is simply not realistic from the Chew Valley.  Ongoing discussions in the District Council regarding objections to Bath city ‘Ring of Steel’ on grounds of limitation to disabled access. Ward Councillor is objecting on grounds of Borrowing form Reserves (£5m to be recouped from C Tax over 7 yrs) and reducing budgets for lighting (affecting women’s safety), drainage and foster care.  Chew Valley Recreational Trail work causing a furore over access/ diversions. Local businesses suffering loss of trade and difficulties with deliveries. Also no increase in parking provision for projected increase in footfall. |  |
| **12** | **To confirm the dates of the next meetings**  Thursday 10th February 2022 |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 13.01.2022**

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1. **PAYMENTS to go before the 13 January 2022 meeting of Ubley Parish Council**

Details of the cheques**:**

1. **Cheque payments to be agreed by Parish Councillors on 13.01.22**

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| **Date** | **Cheque number** | **Amount** | **Description** | **Signed** | **Spend to date** |
| **13.01.22** | **1551** | **£93.20** | **Clerk salary CP** | **PC/MS** | **Within budget** |
| **13.01.22** | **1552** | **£275.70** | **Clerk salary plus home office expenses CW** | **PC/MS** | **Within budget** |
| **13.01.22** | **1553** | **£149.71** | **Sweeper salary** | **PC/MS** | **Within budget** |
| **13.01.22** | **1554** | **£132** | **Payroll Services** | **PC/MS** | **Within Budget** |

**Prepared by Charlotte Witchard - Clerk and RFO, on 13/01/2022**

The Bank statements report the following balances:

Current Account at 31.12.21 £14,368.84 (with £2,131.55 unpresented payments)

Business Reserve at 31.12.21 £8,065.26