|  |
| --- |
| **DRAFT****MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL****held on Thursday 7th April 2022** |

|  |  |  |
| --- | --- | --- |
|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, M. Smart (MS), A. Cole (AC), Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**Apologies accepted: J. Croot (JC) – Vice Chairman, E. Scourse (ES) & G. Nettleton (GN) |  |
| **2** | **To receive declarations of interest in the agenda**None |  |
| **3** | **Open session to receive comments from the public**Residents of Innicks Close were invited to join a discussion on the potential gifting of the green spaces adjacent to their properties from Curo to the Parish Council. 2 Residents attended. The Chair also received feedback from several other residents by email, telephone call and face to face and shared that with the meeting. Residents are largely in support of taking on the land both as an asset to the community and to protect it from development and also note that Curo are often lax in their current maintenance duties. The only concern raised was to the cost of maintenance, though enthusiasm for voluntary community maintenance is high, it is accepted that this will not always be the case, and also that some tasks may need professional attention. The Council will research maintenance costs and report back. | PC/AC |
| **4** | **To approve and sign the minutes of the previous meeting held on 10th March 2022 and go through the follow-up actions**The minutes were duly approved by Council and signed by the Chairman.**Matters Arising**: Parish Website. To be put on hold for now and reviewed later in the year.All other matters addressed in agenda items below | None |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**1. Unity Trust Bank Account - There are still unpresented cheques on the NatWest account. (CP and Christmas Tree) so switch deferred again. CW to chase CP. AC to chase Christmas tree.
2. Still awaiting some Cllrs details for adding as signatories. CW to chase.
3. Clerk advised Council that end -of-year and Governance Returns are underway.
4. Pro-rating of Sweeper salary, and creation of bank standing orders to pay salaries unanimously approved.
5. Selection of Cllrs responsible for Finance and HR to be deferred until full council are in attendance.
 |  CW/AC 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. Payments were authorised by PC and MS.
	2. Salary rises for Sweeper (minimum wage raise) and Clerk (pay scale raise) were unanimously approved.
 |  |
| **7** | **Village Maintenance**1. **The Cross.** Planting and maintenance to be deferred until after Easter to allow spring growth, but noted that work needs to be done before the Jubilee.
2. **Walnut Tree Close.** Still in progress. PC to chase JC by email.
 | PC/ESPC/JC |
| **8** | **Play Area**1. The entrance to the Glebe needs attention and protection as it gets muddy and traffic will be higher. Council and PAG to investigate options for levelling off and future protection. All Cllrs agree.
2. An individual Insurance policy for the PA is proving to be difficult and expensive. PAG looking into low level fire and damage insurance, but are open to gifting the PA to the Council so it can be covered by the Council’s insurance policy. Further discussion with PAG to be undertaken and Council’s own insurer to clarify options and costs. All Cllrs agree.
3. It is noted that any actions need to be fast to allow the PA to open.
 |  |
| **9** | **Reports from Councillors**1. Neighbourhood Watch. No updates
2. CVAF - JC apologies so will circulate update by email
3. PCAA. Have decided they no longer have to resources to continue opposing the planning decision. They will support BAAN who will be pursuing a legal challenge.
 |   JC  |
| **10** | **Planning****Updates on Previous Applications:****22/00518/FUL** -Street View – New plans clarifying parking provision have been submitted.**No New Planning Applications** |  |
| **11** | **Queen’s Jubilee**Planning is going well. Street closure confirmed, and flyers have been circulated. Most of the cost of the event will be covered by volunteers providing food, drink and furniture etc but the Council agree to cover any out of hand costs such as printing. A budget is set at £200, to be taken from our budget’s miscellaneous provision**.** |  |
| **12** | **Recruitment of new Councillor** 2 residents have expressed an interest however one would prefer a more informal role so it is looking likely the new Councillor will be a simple co-option. PC to have further discussions with the candidate and arrange meetings with other Cllrs as appropriate. | PC |
| **13** | **Innicks Close**This was covered in the Public Participation section above. |  |
| **14** | **Rights of Way Maintenance**All Cllrs to walk as many of the public paths as possible and to report back on maintenance requirements at next meeting. | All |
| **15** | **APM** date set for 5th May 2022**AMPC** to precede monthly Council meeting on 12th May 2022 |  |
| **16** | **To receive an update from the Ward Councillor** District Councillor Pritchard provided an update on the Chew Valley Recreational Trail, which is now open to the public, although there is still some concern regards access for agricultural vehicles and narrow chicanes in the road. He also noted some issues surrounding the improvement works at Keynsham High Street with 12 people injured due to uneven and unusually high kerbs, and informed the Council of formal complaints raised regards the Bathampton new national Trust land due to irregularities in declarations of interest in the sale of the land. |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 07.04.2022**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PAYMENTS approved at the 7 April 2022 meeting of Ubley Parish Council**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | **Amount** | **Description** | **Approved by** | **Spend to date**  |
|  |  |  |  |  |
| 07.04.2022 | £275.50 | Clerk’s salary and expenses  | PC/MS | Within Budget  |
| 07.04.2022 | £149.71 | Sweeper’s salary | PC/MS | Within Budget  |
| 07.04.2022 | £74.42 | ALCA Subs  | PC/MS | Within Budget |

**Prepared by Charlotte Witchard - Clerk and RFO, on 07/04/2022**

The Bank statements report the following balances:

* NatWest Current Account at 31/03/2022 £18,655.20
* Unity Bank Current Account at 31/03/2022 £728.50