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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 9 June 2022** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, J. Croot (JC) – Vice Chairman, M. Smart (MS), A. Cole (AC), G. Nettleton (GN), E. Scourse (ES), N.Waterman (NW)  Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**  Apologies accepted: V. Pritchard (District Cllr) |  |
| **2** | **To receive declarations of interest in the agenda**  None |  |
| **3** | **Open session to receive comments from the public**  None |  |
| **4** | **Co-option of Naomi Waterman to the Parish Council.**  Naomi was proposed (MC), seconded (AC/ES) and unanimously voted and The Chairman declared that Naomi was duly co-opted on to the council. Her Declaration of Acceptance of Office and Register of Interests were signed and passed to the clerk.  CW to notify Electoral Services of the new Cllr appointment. | CW |
| **5** | **To approve and sign the minutes of the previous meeting and AGM held on 12 May 2022 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:  Neighbourhood Watch page now set up on Council website. |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account - Final switch completed and NatWest account closed. 2. JC signed bank form not yet processed by bank. CW to chase. GN and ES to be added asap 3. The Council resolved that we fit the criteria for exemption from external audit due to having income <£25k. The Annual Governance Statement, Accounting Statement and Certificate of Exemption were approved and signed by the Chair and clerk. CW to submit to PKF Littlejohn. 4. The internal audit has not yet been completed by IAC. 5. The Exercise of Public Rights dates were set as 1 July to 11 August 2022. The clerk signed the confirmation. 6. Cllrs signed and submitted new Declaration of Interest forms, updated where appropriate. | CW      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 (see financial report). These were unanimously agreed. BACS Payments authorised by PC and MS. |  |
| **8** | **Village Maintenance**  It was resolved that 4 Cllrs would form the VM group (ES, JC, AC, NW) leaving 2 on Finance (MS, GN).   1. **The Cross.** Volunteer group led by ES have carried out planting and weeding. Bin needs to be replaced and dog waste bin to be requested CW to contact B&NES. VM group to investigate possible site for dog bin. 2. **Walnut Tree Close.** Stumps have been removed. Volunteer group to clear the area and assess. 3. **Mower.** VHC have agreed in principal to erection of extension/ storage for use of both VH and PC and will consider options. Purchase of ride-on deferred until suitable storage exists. In the meantime a petrol mover had been donated by the PCC. | CW/VM group  JC |
| **9** | **Reports from Councillors**   1. PC attended and reported on CVAF-C&NEWG meeting. This focussed primarily on rural transport and plan a meeting with WECA which PC will attend. PC to circulate Renewable Energy for Councils document. | PC |
| **10** | **Planning**  **Updates on Previous Applications:**  - 22/01732/VAR- Woodbridge Farm. Approved.  **New Planning Applications:**  - 22/02046/SCREEN. Proposed upgrade works to Ubley Sewage Works. For information only, comments not allowed. |  |
| **11** | **Innicks Close**  Awaiting response from Curo. | PC |
| **12** | **To receive an update from the Ward Councillor**  None |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 9 June.2022**

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**PAYMENTS approved at 9 June 2022 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 06/06/2022 | STO | £172.93 | Sweeper Salary |  | Within Budget |
| 06/06/2022 | STO | £280.20 | Clerk’s salary and expenses |  | Within Budget |
| 09/06/2022 | BACS | £120 | WCGC |  | Within Budget |
| 09/06/2022 | BACS | £75 | PCAA |  | Within Budget |
| 09/06/2022 | BACS | £39.18 | Diana Hooper (Jubilee) |  | Within Budget |
| 09/06/2022 | BACS | £99.50 | CW expenses for B&NES Green waste bin |  | Within Budget |

**Prepared by Charlotte Witchard - Clerk and RFO, on 15/05/2022**

The Bank statements report the following balances:

* NatWest Current Account closed
* Unity Bank Current Account at 31 May 2022 £23,970.83