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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 14 July 2022** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, M. Smart (MS), G. Nettleton (GN), E. Scourse (ES), N.Waterman (NW)  V. Pritchard (VP) – District Councillor  Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**  Apologies accepted: A. Cole (AC), J. Croot (JC) – Vice Chairman, |  |
| **2** | **To receive declarations of interest in the agenda**  None |  |
| **3** | **Open session to receive comments from the public**  Resident attended to give an update on their planning application 22/02242/FUL. They have submitted changes to their original application and also wanted to explain that parts of the regulations sited by the planning office were not relevant to their property. The Council have viewed the architect’s report and note that a B&NES ecologist has been engaged. See planning in section 10 |  |
| **4** | **To approve and sign the minutes of the previous meeting and AGM held on 9 June 2022 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:  All matters are addressed as agenda items. |  |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account – JC added and should receive online access letter. GN to add next. 2. Internal audit. Findings were reviewed and comments ratified by the Council. Comments will now be submitted to the auditors. | CW    CW |
| **6** | **Finances**   * 1. The finance report was reviewed and approved by the Council unanimously. A copy is attached to these minutes.   2. To confirm payments (see financial report). These were unanimously agreed. BACS Payments authorised by PC and MS   3. The quarterly bank reconciliation was reviewed by all and signed by GN.   4. It was agreed that any urgent bills could be paid during August recess – to be set up by the Clerk and authorised by two Cllrs as usual with emails to signatories to include any supporting invoices. |  |
| **7** | **Village Maintenance**   1. The Cross.   -Bins. TBC. .Awaiting response from B&NES  -Stonemasonry. NW to investigate and seek guidance from stonemasons. All agree to explore options for small improvements to planting areas as well as repairs.  -Phone box. ES has quote for repainting. Quotes to be sought from 2 other sources. NW notes box is listed and currently incorrect colour. Will seek guidance from the planning office.   1. The Glebe.   -Noticeboard. Dilapidated notice board to be replaced. PC to ask Hall committee who is providing their new notice board and get quote.  - Play area inspection rota. PC to distribute draft inspection check sheet and list of names for rota. CW to admin this from then on.  -Grass cutting plan. Colin George has done a cut of the long grass and this is now being left to grow.   1. Churchyard. Contractor now committed to schedule of cutting every 3 weeks. 2. Hall surrounds   -Noticeboard repairs to be investigated.  -Map of Council owned land around the hall to be produced as per audit recommendation.   1. Walnut Tree Close. Awaiting return of JC for further updates and Cllrs are unsure whether the land is owned by the Parish or Livewest however Clerk to gat quotes for tree surgery in the meantime. Also noted poor state of hedge behind the Close. Council to approach landowner and request they address this. 2. Other   -Broken stile. This is on private land and B&NES have stated that they cannot repair without the landowner’s permission. Landowner has stated that he will repair but has not done so. JC to approach landowner to discuss. Noted that this is now in serious disrepair and becoming a H&S issue.  -Kissing Gate is only in minor state of disrepair and will be left as is and reviewed at a later date. | CW    NW  CW/NW/ES  PC  PC/CW    PC    JC/CW  JC |
| **8** | **To update the Rules and Regulations for the Glebe field.**  Updated rules were discussed and ratified. To be circulated to residents adjacent to the Glebe before being posted on the noticeboard. | PC |
| **9** | **Reports from Councillors**  PC attended and reported on CVAF-C&NEWG meeting. This focussed primarily on rural transport. They are working with WECA and have also arranged a monthly column in the CV Gazette. | PC |
| **10** | **Planning**  **Updates on Previous Applications:**  - 22/02279/TCA – Tree felling. (Closed – comments submitted requesting a replacement were ratified).  **New Planning Applications:**  - 22/02243/FUL– Lakewood House. The Sidelings. As per Public Participation section above, amendment have been submitted. These address light pollution/ dark skies issues. NW commented on the need to retain or replace existing planning to maintain green view and break up high wall. The Council agrees to submit no objection but to request these conditions are met. |  |
| **11** | **Innicks Close**  Awaiting response from Curo. | PC |
| **12** | **To receive an update from the Ward Councillor**  Cllr Pritchard gave an update on the new rules for Democratic Services. Written notice of intention to speak must now be submitted 48 hours in advance giving bullet points of subjects to be raised.  He also advised that an announcement was made at the CVAF that we would now have a dedicated officer from B&NES to liaise with residents. |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 14 July.2022**

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**PAYMENTS approved at the 14 July 2022 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 04/07/2022 | STO | £172.93 | Sweeper Salary |  | Within Budget |
| 04/07/2022 | STO | £280.20 | Clerk’s salary and expenses |  | Within Budget |
| 14/07/2022 | BACS | £324.60 | HMRC - PAYE |  | Within Budget |
| 14/07/2022 | BACS | £180 | IAC – Internal Audit |  | Within Budget |

**Prepared by Charlotte Witchard - Clerk and RFO, on 10/07/2022**

The Bank statements report the following balances:

* Unity Bank Current Account at 30 June 2022 £23,158.51