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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 10 November 2022** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, J. Croot (JC) – Vice Chairman, M. Smart (MS), G. Nettleton (GN), E. Scourse (ES), N.Waterman (NW)  A. Cole (AC),  Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**  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** | **To approve and sign the minutes of the previous meeting held on 13 October 2022 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:  Training – 2023 dates not yet published. Will be shared as soon as known | CW |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**   1. Unity Trust Bank Account – JC still having technical issues but is working on setting up online access. GN awaiting communication from bank. CW to chase if not received in 2 weeks. 2. CW to produce 2022-23 budget vs spend to date and template for 2023-24, including allocation of funds for 5 to 10 year large projects. 3. Dial-a-Ride -   Note that at last year’s renewal we requested local usage data and marketing materials which was not forthcoming. CW to chase but the Council resolves that the grant not to be paid until and unless it arrives.   1. The Clerk confirmed the appointment of Bridget Bowen as the new IA. | CW/GN/JC  CW  CW  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 to be authorised by PC and MS. Note the Web Hosting invoices is £30 over budget due to cost increases. This is accepted but a full review of the service will be conducted for next year.   3. The Council confirmed their acceptance of the nationally agreed pay scale increase, to be applied to the Clerk and Sweeper’s salaries and backdated to April 2022. | CW  CW |
| **7** | **Village Maintenance**   1. The Cross.   -Stonemasonry. One stonemason has viewed The Cross confirmed that the stonework is not currently dangerous. There is one major crack and a bulge on one side. He will put together a full quote to include cleaning as a separate line item. Other quotes awaited. Volunteers will be needed for clearing the beds in advance of works.  - Telephone box. The Council resolves that the quote from Chris Peacock will be accepted. Note this covers external painting only, and also includes the finger posts.   1. The Glebe.   -Noticeboard. The Council resolve to accept the quote from Simon Payne which include fitting a board for the Play Area Group placards.  - Repairs and Maintenance. Rhino have made good progress on the repairs, replacing damaged matting and cracked post.  - Grass cutting. Thank you to AC again for cutting the grass. He will do one more before winter.  - Benches: PC, ES and representatives of the Play Area Group have started to scope out possible locations for benches and will make a proper plan in the coming week   1. Churchyard - Contractor still been keeping to schedule and doing a great job. The Parochial Council are very happy with the work. 2. Hall surrounds   - Surrounds. Land registry is not up to date. PC has submitted deeds of the land being passed to the Council so records can be updated.  - Electric points at the Hall is a Hall Committee decision. MS to discuss with them.  -MS reports that The Hall Committee have started some repairs and updates and are looking at external lighting and cleaning the rear paving. MS to discuss them covering paving and gate repairs.  Note the Brownies/ Rainbows planted an apple tree last year and the rocks for their rock garden around the base are due to arrive.   1. Walnut Tree Close. The Council resolve to accept the quote from Josh Templar. Note that once cleared the area will need some ongoing maintenance. JC to request quote from Glen Cooper for twice yearly clearing and tidying and that a sum will need to be allocated to this in next year’s budget. 2. Other   -Christmas tree – AC has ordered the tree and will ask for delivery before the school Nativity on 6/7th December. ES was assigned a £150 budget for tree decorations  - Note is taken of flooding around the village. A particular issue is the fields to the rear of Innicks Close. This is the responsibility of the landowner and Curo but the Council will support residents and PC will try to find historic correspondence on previous work done here. Elsewhere in the village fallen leaves are clogging drains. Sweeper to be asked to increase his hours temporarily to do extra work clearing. | NW/PC/ES  CW/PC  PC/CW  AW  PC/ES  PC/CW/GN  MS  MS  JC/CW  ES  PC/CW |
| **8** | **Reports from Councillors**  -PC reported on CVAF-C&NEWG sustainable transport initiatives and confirms the ‘dynamic demand’ service for the area is out to tender.  -Neighbourhood Watch. No updates. |  |
| **9** | **Community Support.**  **-**There has been a tremendous response to the Ubley Cares initiative. At least 1/3 of households have volunteered time and resources to help the vulnerable in the community. A confidential list will be prepared of residents who could be in need in the coming months and help will be offered as appropriate.  -The idea of a regular coffee morning has been welcomed by the church and community. This will begin with a monthly session coinciding with Valley Feeding Friends. Note is taken that a separate space will be required for any residents who may not feel comfortable with breastfeeding or noisy children. The Council resolve that an initial budget will be set of £50. | ES/PC |
| **10** | **Planning**  **Updates on Previous Applications:**  - 22/02243/FUL– Lakewood House The Sidelings. The applicants are still continuing to have problems with this application mainly on grounds of bat and soil conservation.  **New Planning Applications:**  - 22/04175/FUL – Long Meadow. The council resolve to submit No Objection. | MS |
| **11** | **Innicks Close**  No updates. | PC |
| **12** | **To receive an update from the Ward Councillor**  None |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 10 November 2022.**

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**PAYMENTS approved at the 10 November 2022 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 04/11/2022 | STO | £172.93 | Sweeper Salary | Pre authorised | Within Budget |
| 04/11/2022 | STO | £280.20 | Clerk’s salary and expenses | Pre authorised | Within Budget |
| 10/11/2022 | BACS | £396 | Netwise annual web hosting. | PC/MS | £30 over budget |

The Bank statements report the following balances:

* Unity Bank Current Account at 31 October 2022 £27,934.66

**Prepared by Charlotte Witchard - Clerk and RFO, on 14/11/2022**