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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 18 May 2023** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, M. Smart (MS), G. Nettleton (GN), N. Waterman (NW), A Box – District Cllr.  Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence**  J. Croot (JC) – Vice Chairman, A. Cole (AC), E. Scourse (ES). |  |
| **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 20 April 2023 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**:   1. Wessex Water unable to attend a meeting until September 2. PC still working on land registry 3. The Hall asked for some financial contribution towards food for the Coronation Ubley Publey event. The Council had budgeted £200 for events in this financial year and resolved to allocate £100 towards the Hall’s receipts leaving £100 for the Coronation trees. |  |
| **5** | **Annual review of documentation. All documents were circulated by email prior to the meeting.**   1. Standing Orders approved and adopted and Financial Regulations approved with some minor amends. 2. Representation on external bodies and arrangements for reporting back confirmed 3. Inventory assets approved with addition of the Glebe play area equipment and The Cross. Land Registry work still in progress to confirm Council owned land 4. Insurance cover – existing policy approved was approved last month. 5. Subscriptions confirmed for ALCA and PCAA. |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   1. The Clerk advised that the EOY and AGAR paperwork is in progress. The IA is booked for the end of May. | CW |
| **7** | **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. | CW  CW |
| **8** | **Village Maintenance**   1. The Cross.   -No updates.   1. The Glebe.   -Noticeboard. New noticeboard is now installed. NW to create new posters to replace those removed from the old noticeboard. New Glebe rules to circulated to adjacent residents then be posted.  - Repairs and Maintenance. The weekly inspections have highlighted some loose screws and damaged footings. MS to tighten screws. JC to bring new benches out of storage ready to be installed.  -Inspections. Weekly checks to be brought in house and the Play Area Group removed from the rota.   1. Churchyard – Grass cutting has restarted after the winter and will be on a 3 weekly schedule. The burial ground area is also in need of cutting. PC to meet with Church representatives to discuss and identify relevant areas.   - Note that The Cross and the Hall amenity area to be added to their schedule.   1. Hall surrounds.   -Outdoor electrical socket is installed (switch is in wet bar so access to Hall is required)  -Patio to be cleaned and repaired. This is the responsibility of the Hall as it is their fire escape.  -Need to ascertain whether gate is responsibility of Hall or Council.  -The Hall are considering placing benches in the amenity area but will need to consider adjacent residents and the need for grass mowing. MS/PC to meet with Hall to discuss  -Hall surrounds ownership map in progress with land registry.  -Some discussion is needed with the hall regards upkeep and maintenance of car park.   1. -Walnut Tree Close. Partly done. ES/NW to pursue other supplier of chippings and work with JC to arrange transport with AC. 2. Innicks Close PC met with Curo surveyor who will liaise with adjacent landowner and work with B&NES and UPC to seek a solution to flooding issues. 3. Flooding. Nothing at present as weather is dry though large pothole in the Street was recently reported and has been repaired but there are fears the same will happen further down the road. 4. Other. Knotweed at sawmills carpark. Landowner not currently responding. PC working with B&NES with input of District Councillor. | PC/NW  PC  MS  JC  CW  PC  MS/PC  PC/MS  ES/NW/JC/AC  PC  PC |
| **9** | **Reports from Councillors**  -PC is still attending weekly meetings with CVAF-C&NEWG, B&NES and WECA discussing the bus service cuts and transition to dynamic demand. They are now feeding back directly to WestLink due to slow responses from WECA.  -Neighbourhood Watch. One car stolen from CM, one van stolen from CV lake area, one break-in in BS.  -PCAA. No updates. | PC  MS  PC |
| **10** | **Planning**  **Updates on Previous Applications:**  - 22/02243/FUL– Lakewood House The Sidelings. No updates.  - 23/01552 – 6 Squire Lane extension. Although large the Council agreed others including adjoining property already extended. Decision to reply with No Objection. |  |
| **11** | **Sweeper.**  Discussion deferred until June meeting. | All |
| **12** | **Defib training.** CW to chase. | CW |
| **14** | **To receive an update from the Ward Councillor**  The Ward Cllr introduced herself, having been elected earlier in the month. The first full Council meeting was next week, and she would start to have more to report after that. |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING** **18 May 2023**

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**PAYMENTS approved at the 18 May 2023 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 04/05/2023 | STO | £304.21 | Clerk’s salary and expenses | Pre authorised | Within Budget |
| 18/05/2023 | BACS | £75 | Simon Payne – Glebe Noticeboard |  | Within Budget |

Bank statements report the following closing balances -

* Unity Bank Current Account at 30 April 2023 £27,660.11