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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 5 October 2023** |

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|  | ITEM | ACTION |
| Present | Councillors –M. Smart (MS), G. Nettleton (GN), A. Cole (AC), N. Waterman (NW).  Clerk – C. Witchard (CW) |  |
|  | The Meeting was Chaired by M Smart. |  |
| **1** | **To receive and accept apologies for absence** E. Scourse (ES), P. Collins (PC) - Chairman, J. Croot (JC) – Vice Chair |  |
| **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 14 September 2023 and go through the follow-up actions**  The minutes were duly approved by Council and signed by the Chairman.  **Matters Arising**: All items covered in the agenda. |  |
| **5** | **Report on Clerk items: To discuss and approve further actions where needed**   1. It is now time for ordering the Coronation trees. There were not very many responses when the offer was publicised at the time. The Council resolved to ‘readvertise’ the offer. Clerk to request a notice in the school newsletter, and post on Facebook. 2. Email accounts – Clerk/ PC to find out available storage space for the whole account and breakdown by user. | CW  CW/PC |
| **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, though WCGC pending response as to what they have charged for. | CW  CW |
| **7** | **Village Maintenance**   1. Maintenance log. A central log has been created in the shared Google drive area. CW/PC have updated 2. The Cross.   -Grass cutting completed by resident as not done by WCGC. CW to chase WCGC. Note of damage on signpost corner. Repairs/ contractors to be investigated.   1. The Glebe.   - Repairs and Maintenance. MS to tighten handholds again. NW investigating bird deterrents.  -JC to bring new benches out of storage ready to be installed and consider options for spiking/ concreting/ paving.  - Weekly inspections ongoing   1. Churchyard – Grass cutting continues to be on a 3 weekly schedule including new additional area. 2. Hall surrounds.   -Hall Committee are working through a long list of improvements.  -Grass has not been cut. CW to chase WCGC.  -Hall surrounds ownership map still in progress with land registry.  - Surrounding hedges need cutting. Cllrs to liaise on volunteer group to get started. Clerk to seek quotes for hedges and verges around carpark and amenity area.  Discussions are to take place regards the Hall taking on some of the maintenance of the hall surrounds and car park.   1. -Walnut Tree Close. PC to discuss shrubbery with residents. PC/JC to investigate pruning requirements and consider edging. AC to approach CG contractor for a quote for hedges cutting at junction with The Street. Quotes for Hall hedges to be requested to cover area fronting WTC too. 2. Innicks Close. Grass and hedges have been cut but still no action guttering and garages. CW to chase Curo. 3. Flooding. B&NES have been checking the drains. 4. Other. -Knotweed at sawmills carpark has been treated and looks clear for now. Knotweed at Ubley Drove being dealt with by residents.   -PC has cleared lots of the balsam from the footpath to the east of Innicks Close.  - Swamped footpath and overgrown hedges at end of Tuckers lane noted. Landowner to be approached to deal with this. AC to ask contractor for quote for hedge cutting. | CW/PC/NW  MS/NW  JC  CW  CW  PC  CW  JC/PC/  AC/CW  CW  CW  TBC/AC |
| **8** | **Reports from Councillors**  DRT. No update in PC’s absence. It is noted that the local group continues to be active with meetings and Facebook.  -Neighbourhood Watch MS now receiving emails and will chase up the contact list | PC  MS |
| **9** | **Planning**  **Updates on Previous Applications:**  - 22/02243/FUL– Lakewood House The Sidelings. Permitted  -23/01121/FUL Saw Mills. – Pending Consideration  - 23/03164/LBA – Manor House – Pending Consideration  - Mendip DC - 2023/1062/FUL Hazel Manor. Compton Martin and AONB have submitted objections. CW to discuss potential visit with CM Clerk. | CW |
| **10** | **Defib training.** Aiming for a November session. Date TBC. | CW/MS |
| **11** | **Sweeper.**  Job to be advertised on B&NES website. Clerk to investigate advertising in Chew valley Gazette, and also putting flyers in local shops etc. | CW |
| **12** | **Training.** CW to attend Oct essential Councillor training. NW to sign up asap. | CW |
| **13** | **To receive an update from the Ward Councillor**  No Ward Cllr in attendance this month. |  |
|  | **The date of the next meeting is set for 9th November 2023** |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING** **05 October 2023**

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**PAYMENTS approved at the 05 October 2023 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 30/09/2023 | DD | £18 | Unity Bank charges | Pre-authorised | Within Budget |
| 04/08/2023 | STO | £304.21 | Clerk’s salary and expenses | Pre authorised | Within Budget |
| 05/10/2023 | BACS | £700 | To be returned to LSP \* see above. | MS/ PC | N/A |
| 05/10/2023 | BACS | £336 | WCGC Aug and Sept |  |  |
| 13/10/2023 | BACS | £150 | B&NES Job advert | MS/PC | From sweeper budget? |

Bank statements report the following closing balances -

Unity Bank Current Account at 30 September 2023 £23,659.92