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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 4 January 2023** |

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|  | ITEM | ACTION |
| Present | Councillors – P. Collins (PC) - Chairman, M. Smart (MS), G. Nettleton (GN), N. Waterman (NW). Clerk – C. Witchard (CW) |  |
| **1** | **To receive and accept apologies for absence** J. Croot (JC) – Vice Chair, 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 07 December 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. Trees distributed. The excess to be donated to Chew Valley Plants Trees 2. Draft Biodiversity Policy. No updates |  |
| **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.   3. The budget for 2024-25 was approved.   4. The Precept for 2024-25 was set at £15,454. Clerk to submit to B&NES. | CW |
| **7** | **Village Maintenance**   1. Maintenance log. CW/PC/JC have updated and will add more detail and also residents’ areas to keep an eye on. 2. The Cross.   -Christmas tree to be taken down.   1. The Glebe.   - Repairs and Maintenance. Replacement handholds received and to be installed.  -Benches – no updates   1. Churchyard – No updates 2. Hall surrounds.   - Main sections inc wisteria completed. Consider placing of shed in Feb/March.  -New lighting to be installed Fab/March. Lights to be cowled to prevent light spill.  -Hall surrounds ownership map completed and to be uploaded to website.  -Walnut Tree Close. PC to discuss shrubbery with residents ready for planting in spring. AC to approach CG contractor for a quote for hedges cutting at junction with The Street.   1. Innicks Close. Curo have completed some work but have said they do not plan any more. 2. Flooding. Several instances of flooding have been reported to B&NES. 3. Other. -Knotweed and Balsam to be checked in Spring.   - B&NES Clean and Green team – Clerk has requested Ubley visit in January. | CW/PC/JC  CW/MS  CW  PC/AC |
| **8** | **Reports from Councillors**  Chew Valley Sustainable Transport. The group have submitted a bid to the WESTlocal fund for a local commuter route service.  -Neighbourhood Watch . Several car break-ins. Contact list has been found and an introductory email sent out.  -PCAA. No updates | PC  MS  PC |
| **9** | Updates: - 23/04001/OUT - Corner Cottage – Pending consideration. |  |
| **10** | **Defibrillator.** Clerk to investigate safety/ options for keeping the cabinet unlocked and for communicating this with residents. | CW |
| **11** | **Sweeper.** Clerk to repost job ad flyers locally. | CW |
| **13** | **To receive an update from the Ward Councillor**  No updates |  |
|  | **The date of the next meeting is set for 8th February2024** |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 04 January 2024**

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**PAYMENTS approved at the 04 January 2024 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 04/01/2024 | STO | £328.20 | Clerk’s salary and wfh allowance | Pre authorised | Within Budget |
| 05/01/2024 | BACS | £20.64 | Clerk – office supplies |  | Within Budget |

Bank statements report the following closing balances -

* Unity Bank Current Account at 31 December 2023 £26,492.07