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| **DRAFT**  **MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 18th April 2024** |

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|  | ITEM | ACTION |
| Present | Councillors – J. Croot (JC), A. Cole (AC), G. Nettleton (GN), Clerk – C. Witchard (CW) |  |
| **1** | Jeff Croot was elected temporary Chair and signed the Acceptance of Office. |  |
| **2** | **To receive and accept apologies for absence**– M. Smart (MS), N. Waterman, |  |
| **3** | **To receive declarations of interest in the agenda**  None |  |
| **4** | **Open session to receive comments from the public**  None |  |
| **5** | **To approve and sign the minutes of the previous meeting held on 07 March 2024 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. |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   1. End-of-year, AGAR paperwork and IA in progress 2. Handover notes from the retired chair were shared. 3. The Council continues to consider options for communication with residents through email and/or Facebook. | CW  CW  CW/GN |
| **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.   3. The declaration to remove P Collins from the bank account was signed | CW  CW |
| **8** | **Village Maintenance**   1. Maintenance log. In progress. 2. The Cross. – No updates. 3. The Glebe.   -Repairs and Maintenance. No updates  -Benches – no updates  -Grass cutting.  -Bird deterrent to be installed.   1. Churchyard – No updates 2. Hall surrounds   -Hall improvements – no updates  -Grass and hedge cutting. Clerk to check with WCGC about amenity area mowing.  -Shed. Quote from JT accepted.   1. WTC – Quote from JT accepted 2. Innicks Close. Clerk to contact Curo to ask about grass cutting. 3. Other – Knotweed has returned to top carpark. Clerk to contact B&NES. 4. Flooding. Adopt-a-drain flyers to be created and circulated before autumn. | MS  JC  AC  TBC  CW  CW  CW  CW  CW  CW |
| **9** | **Reports from Councillors**  None |  |
| **10** | Updates - 23/04001/OUT - Corner Cottage. Pending  - 24/00185/FUL – Tumbeli House (Salida). Permitted  - 24/00722/COND– Meadowbank. Discharge of Conditions. Pending  New -24/01088/TCA - Manor Cross House. Tree felling. Pending  -24/01397/TCA – Church Farm House. Tree felling. pending |  |
| **11** | **Defibrillator.** The Council resolved to purchase a Bleed kit. | CW |
| **12** | **Councillor Recruitment.** Signs have been put up around the village and Cllrs continue to actively sound out residents as potential new Councillors. | All |
| **13** | **Sweeper.** The Council resolved to employ Jamie Linegar as Village operative. Clerk to meet with her to conduct onboarding and discuss equipment requirements. | CW |
| **14** | **The AMPC is set for 16th May 2024 to precede the normal monthly meeting. The APM is set for 23rd May 2024. Clerk to contact potential contributors.** | CW  CW |
| **15** | **To receive an update from the Ward Councillor**  None |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT FOR MEETING 18th April 2024**

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**PAYMENTS approved at the 18 April 2024 meeting of Ubley Parish Council**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
| 2703/2024 | STO | £334.20 | Clerk’s salary and wfh allowance | Pre authorised | Within Budget |
| 27/03/2024 | BACS | £162 | Gate repair | PC/MS | Within Budget |
| 19/04/2024 | BACS | £17.89 | CW Printer ink | GN/MS | Within Budget |
| 19/04/2024 | BACS | £30 | ALCA EoY Training Course | GN/MS | Within Budget |
| 19/04/2024 | BACS | £83.81 | ALCA Subs | GN/MS | Within Budget |
| 19/04/2024 | CHQ300004 | £450 | Grass and hedges cutting | GN/AC | Within Budget |

Bank statements report the following closing balances -

* Unity Bank Current Account at 31 March 2024 £24,194.74