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| **DRAFT MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 10 July2025** |

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|  | ITEM | ACTION |
| Present | Councillors Chair –M. Smart (MS), A. Cole (AC), N. Waterman (NW), G. Nettleton (GN) Clerk – C. Witchard (CW). Anna Box (AB) Ward Cllr. |  |
| **1** | **To receive and accept apologies for absence**. J Chitty (JCh), P. O’Sullivan (POS). J. Croot (JC) - Resigned |  |
| **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 5 June 2025 and go through the follow-up actions.**  The minutes were duly approved by Council and signed by the Chair  **Matters Arising**: All other items covered in the agenda. |  |
| **5** | **Correspondence.**  Several residents have got in touch about the local plan/ housing survey. The Council will share updates as we have them. |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   * 1. Following the resignation of JC, banking signatories to be updated at next meeting. |  |
| **7** | **Finances**   * 1. The finance report was reviewed and approved by the Council unanimously. A copy is attached to these minutes.   2. All invoices were checked against the financial report and all payments were approved for payment.   3. The Q1 bank reconciliation was reviewed and signed |  |
| **8** | **Village Maintenance**   1. Maintenance log. No updates 2. The Cross. – No updates 3. The Glebe and Play Area. – Benches have been placed.   - AC will cut larger area for summer activities   1. Churchyard – Clerk to check cutting schedule with WCGC 2. Hall surrounds – JT quote accepted for fence repairs. Clerk to make arrangements. 3. WTC –No updates. 4. Innicks Close. – no updates 5. Flooding. – No updates 6. Sweeper Tasks. WTC bed weeding. 7. Other. – No updates | CW  CW |
| **9** | **Reports from Councillors** – No updates |  |
| **10** | **Neighbourhood Plan and Housing Needs Assessment**  The Council is investigating options for conducting a Housing Needs Assessment in order to prepare for future planning requirements in the Parish.  B%NES will begin the informal consultation period in Autumn and is expected to last approx. 10 weeks. A Parish level questionnaire is recommended to help form policy at a hyper local level. B&NES are looking into appealing the numbers and Consultation will bring evidence to help this. The Council are considering paid and free options and funding. | All |
| **11** | **Planning**  New - 25/00743/COND. Meadowbank. Condition Discharged  Updates - 24/04718/LBA. Manor House. Consent  - 24/04726/FUL. Manor Cross House. Pending Decision |  |
| **12** | **Bristol Water – Lake access.** JC will continue to work on researching this. There is an interesting proposal from Sustrans. Clerk to engage with them to find out more. | JCh |
| **13** | **To receive an update from the Ward Councillor**  In addition to her input in Item 10 gave updates on the PDS Meeting, Cultural Strategy, Youth Justice Plan, and the levels of homeless and rough sleepers in B&NES/ Bath City. |  |
| **15** | **The date of the next three meetings are set as 7 August and 4 September 2025** |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT 10 July 2025**

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1. **RECEIPTS June 2025: £684.47 VAT rebate**

**£149.55 Savings account interest**

1. **PAYMENTS to go before the next meeting of Ubley Parish Council**

Details of the payments**:**

1. **Payments to be agreed by Parish Councillors**

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| Date | **Cheque number** | **Amount** | **Description** | **Signed/ Authorised** | **Spend to date** |
|  | | | | | |
| 30/062025 | SO | £343.30 | Clerk’s salary and wfh allowance | Pre authorised SO | Within Budget |
| 30/062025 | SO | £244.25 | Sweeper Salary | Pre authorised SO | Within Budget |
| 30/06/2025 | DD | £6 | Bank service charge | Pre authorised DD | Within Budget |
| 11/07/2025 | BACS | £114 | CW expenses -Newsletter printing | MS/GN | Within Budget |
| 11/07/2025 | BACS | £140 | CW expenses – green bins | MS/GN | Within Budget |
| 11/07/2025 | BACS | £36.51 | AC expenses – glebe mowing | MS/GN | Within Budget |

Bank statements report the following closing balances -

* Unity Bank Current Account at 30/06//2025 £5845.58
* Unity Bank Savings Account at 30/06/2025 £27,602.84