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| **DRAFT MINUTES OF THE MEETING OF UBLEY PARISH COUNCIL**  **held on Thursday 7 August 2025** |

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|  | ITEM | ACTION |
| Present | Councillors Chair –J Chitty (JCh) aciting as Chair for this meeting, A. Cole (AC), P. O’Sullivan (POS). Clerk – C. Witchard (CW). Anna Box (AB) Ward Cllr. |  |
| **1** | **To receive and accept apologies for absence**. M. Smart (MS), N. Waterman (NW), G. Nettleton (GN) |  |
| **2** | **To receive declarations of interest in the agenda**  None |  |
| **3** | **Open session to receive comments from the public**  The Council welcomed Alison Ward of Middlemarch CLH regarding the benefits and options of carrying out a Housing Needs Assessment and possible funding. A summary is attached. |  |
| **4** | **To approve and sign the minutes of the previous meeting held on 10 July 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.**  None |  |
| **6** | **Report on Clerk items: To discuss and approve further actions where needed**   * 1. Removal and addition of bank signatories - this item deferred to due to absence of signatories at the meeting. |  |
| **7** | **Finances**   * 1. All payments were deferred until September due to no signatories with online banking being at this meeting. |  |
| **8** | **Village Maintenance**   1. All deferred until September meeting |  |
| **9** | **Reports from Councillors** – None |  |
| **10** | **Neighbourhood Plan and Housing Needs Assessment**  Following the presentation (3) the Council continue to discuss the necessity of and options for carrying out an assessment. AB to find out and deadlines for submitting any such assessment to B&NES for consideration under their Local Plan. | All |
| **11** | **Planning**  Updates - 24/04726/FUL. Manor Cross House. permitted |  |
| **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** | **Councillor Recruitment.** Following a resignation we now have one vacancy. All Cllrs to reach out in the community. CW to produce new posters. | All |
| **14** | **To receive an update from the Ward Councillor**  Anna gave an update on the B&NES Local Plan timelines and also on the fatal accident at Chew Valley Lake |  |
| **15** | **The date of the next meeting is confirmed as 4 September 2025** |  |

**UBLEY PARISH COUNCIL FINANCIAL REPORT 07 August 2025**

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1. **RECEIPTS July 2025: £0**
2. **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** |
|  | | | | | |
| 31/072025 | SO | £343.30 | Clerk’s salary and wfh allowance | Pre authorised SO | Within Budget |
| 30/07/2025 | SO | £244.25 | Sweeper Salary | Pre authorised SO | Within Budget |
| 31/07/2025 | DD | £6 | Bank service charge | Pre authorised DD | Within Budget |
| 24/07/2025 | DD | £425.40 | HMRC PAYE | Pre authorised DD | Within Budget |
| 08/08/2025 | BACS | £1176 | WCGC – 2 invoices (April-July) | Deferred to Sept |  |
| 08/08/2025 | BACS | £408 | Josh Templar – Hall fence | Deferred to Sept |  |
| 08/08/2025 | BACS |  |  |  |  |

Bank statements report the following closing balances -

* Unity Bank Current Account at 31/07//2025 £4536.12
* Unity Bank Savings Account at 31/07/2025 £27,602.84