

Ubbeston Parish Council.

You are duly summoned to attend the Annual meeting of Ubbeston Parish Council due to be held on Monday 11th May 2026, immediately following the Annual Parish Meeting of the same evening which commences at 7pm in The Hub at Huntingfield.

Public Attendance.

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question to the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors', Footpath or Tree Warden reports.

Draft Agenda

- 1 Election of the Chair:** Invite nominations and elect a chair for the ensuing municipal year (2026/2027) and to receive the Declaration of Acceptance of Office by the Chair.
- 2 Election of the Vice-Chair:** Invite nominations and elect a vice-chair for the ensuing municipal year.
- 3 Appointment of the Clerk/RFO**
- 4 Apologies and approval of absences.** To receive any apologies for absence.
- 5 To receive Declarations of interest.**
- 6 To consider requests for Dispensations.**
- 7 To resolve that the minutes of the ordinary meeting of the council on 9th March 2026 are a true and correct record.**
- 8 Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports and Police.uk report**
- 9 Updates from previous meeting**
 - i)
- 10 Finance**
 - a. To receive Finance report.
 - i. Bank Reconciliation May 2026.
 - ii. To review and approve the Financial Statement of Accounts.
 - iii. To agree the end of year account March 2026
 - iv. To consider the Internal Audit Report 2025/26
 - v. To agree the Annual Governance Statement 2025/26
 - vi. To agree the Accounting Statements 2025/26
 - vii. To agree the exemption from External Audit
 - viii. To agree the Annual CIL Report 2025/26
 - b. To authorise payments as listed below

i. A Colbridge	Expenses	£145.80
ii. A Colbridge	Salary	£732.44
iii. SALC	Payroll Service	£22.80
iv. SALC	Membership	£79.90
v. The Hub	Hire fees May	£15.00
vi. Heelis & Lodge	Internal Audit Fee	£145.00
 - c. To note any receipts

East Suffolk Council	Precept for 2026/27	£5873.21
----------------------	---------------------	----------

- d. To approve dates of Notice of Public Rights
- e. To note the Explanation of Variances for the financial year 2025/2026.

11 Planning Applications.

a. To consider a response to planning applications received.

b. To receive outcomes of planning applications from ESC.

i)) **DC/26/0331/FUL** Conversion of 2no. agricultural barns to residential accommodation. Demolition of low-quality later addition to curtilage listed barn. Addition of covered storm porch to the listed dwelling. Erection of a garden store, housing a dedicated bat loft and associated landscaping scheme, including swimming pool. Green Valley Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Awaiting Decision.**

ii) **DC/26/0332/LBC** Conversion of 2no. agricultural barns to residential use (gym and bar/games area). Demolition of low-quality later addition to curtilage listed barn. Addition of covered storm porch to the listed dwelling. Erection of a garden store, housing a dedicated bat loft and associated landscaping scheme, including swimming pool. Green Valley Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Awaiting Decision.**

iii) **DC/26/0464/FUL.** Creation of a tennis court. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. **Application Permitted.**

iv) **DC/26/0790/FUL** Construction of an Annexe. Waterways, Huntingfield Road, Ubbeston, Halesworth, Suffolk, IP19 0ES. **Awaiting Decision.**

v) **DC/25/2746/VOC** Variation of Condition No. 7 of DC/24/4213/FUL - Part retrospective application for the reconstruction of 4no. former agricultural buildings for use to a single guest house (Use Class C1), including associated leisure and recreation uses at Valley Farm, Laundry Lane, Huntingfield, Suffolk, IP19 0PY (Variation to that approved within application DC/22/2572/FUL) -To utilise an existing access further west along Brick Kiln Lane. Consultation Expiry Date 21st August 2025. It was agreed that an extraordinary meeting was not required to discuss this application. **Awaiting Decision.**

ii) **DC/25/3256/FUL** Change of use of existing agricultural field to rotational dog agility training arena with associated vehicular parking. Blackberry Farm, Ubbeston Green, Ubbeston, Halesworth, Suffolk, IP19 0HB. **Awaiting Decision.**

vi) **DC/25/4833/FUL** Addition of external spiral staircase to main dwelling in order to access loft. Waterways, Huntingfield Road, Ubbeston, Halesworth, Suffolk, IP19 0ES. **Application Permitted.**

vii) **DC/26/0991/FUL** Demolition of former agricultural building to dwelling. Change of use of land to garden. Erection of detached garage. Barn 1, Hill Farm, Low Road, Ubbeston, Suffolk, IP19 0EY. **Awaiting Decision.**

c. Other Planning Matters

12 To consider any correspondence.

a) Microsoft 365. Renewal

13 Village Emergency Plan. Update.

14 Any other business.

15 Items for consideration for inclusion on the next agenda.

16 Date of next meeting. 14th July 2025 7pm in The Hub at Huntingfield.

Angela Colbridge Angela Colbridge 04/05/2026 Clerk to Ubbeston Parish Council 07584 136402