

Ubbeston Parish Council.

You are duly summoned to attend the Annual meeting of Ubbeston Parish Council due to be held on Monday 12th May 2025, 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 (2025/2026) 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 10th March 2025 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) Happy to Chat bench**
- 10 Finance**
 - a. To receive Finance report.**
 - i. Bank Reconciliation Year 2024 - 2025**
 - ii. Budget to Actual**
 - iii. To agree the end of year account March 2025**
 - iv. To consider the Internal Audit Report 2024/25**
 - v. To agree the Annual Governance Statement 2024/25**
 - vi. Accounting Statements 2024/25**
 - vii. To agree the exemption from External Audit**
 - viii. To agree the Annual CIL Report 2024/25**
 - b. To authorise payments as listed below**

i. A Colbridge	Expenses	£65.35
ii. A Colbridge	Salary	£904.22
iii. SALC	Payroll Service	£22.80
iv. SALC	Membership	£78.30
v. The Hub	Hire fees May	£15.00
 - c. To note any receipts**

Eastern Power Networks	Wayleaves	£114.15
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East Suffolk Council	Grant	£595
East Suffolk Council	Precept for 2025/26	£5787.94

d. To approve dates of Notice of Public Rights

11 Planning Applications.

a. To consider a response to planning applications received.

b. To receive outcomes of planning applications from ESC.

i) **DC/24/3258/FUL** Part retrospective application for the construction of 4no. tourist accommodation lodges and associated development pursuant to applications DC/21/3571/FUL, DC/22/2220/VOC, DC/22/2519/FUL and DC/22/2542/FUL – Variations from the approved plans. Valley Farm, Laundry Lane, Huntingfield, Halesworth, Suffolk, IP19 0PY. **Application Permitted**

ii) **DC/25/0800/FUL** Change of Use of Barn to Holiday Accomodation and associated repairs and alterations. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk IP19 0ET. **Awaiting Decision**

iii) **DC/25/0801/LBC** Listed Building Consent - Change of Use of Barn to Holiday Accomodation and associated repairs and alterations. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk IP19 0ET. **Awaiting Decision**

iv) **DC/25/1486/VOC** Variation of Condition 2 of DC/24/4372/VOC - Variation of Condition No. 2 of DC/24/3476/VOC - Variation of Condition No's 2 and 8 of DC/24/1372/FUL - Repair and alterations to residential outbuildings ancillary to Ubbeston Hall including: Landscaping works, demolition of Well House and Open Barn and replacement with new Pump House and Greenhouse and Machinery Store. Repair and alteration to the Main Barn. Rebuilt NE Range - Conditions(s) Removal: Condition No.2: Vary condition to refer to amended drawings showing Greenhouse in new location and with altered footprint. Condition No.8: Vary condition to refer to amended Tree Protection Plan and newly provided Arboricultural Method Statement. - Amended drawings of Machinery Store - Statement & Plans Submitted. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. Consultation letter expiry date 7th May 2025. **Councillors agreed no meeting required. Awaiting Decision**

v) **DC/25/1487/VOC** Variation of Condition no. 2 of DC/24/4373/VOC - Variation of Condition No. 2 of DC/24/3469/VOC - Variation of Condition No. 2 of DC/24/1373/LBC - Listed Building Consent - Repair and alterations to residential outbuildings ancillary to Ubbeston Hall including: Landscaping works, demolition of Well House and Open Barn and replacement with new Pump House and Greenhouse and Machinery Store. Repair and alteration to the Main Barn. Rebuilt NE Range - Change the roof material on the machinery store to slate and the roof of the new Pump House to dark glazed reclaimed pan tile. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk, IP19 0ET. Consultation letter expiry date 6th May 2025. **Councillors agreed no meeting required. Awaiting Decision**

c. Other Planning Matters

Wilderness Reserve. Site visit

12 To consider any correspondence.

- a) **Suffolk Highways. Road Closure.**
- b) **Brave Futures Community Fundraiser.**
- c) **HP Ink. Price increase.**
- d) **Community Policing Inspector. Contact information.**
- e) **ANPR Officer. Post ANPR deployment information.**
- f) **SALC – Notification of an increase in Section 137 expenditure limit for parish and town councils for the financial year 2025/26.**

13 Village Emergency Plan. To discuss.

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 01/05/2025 Clerk to Ubbeston Parish Council 07584 136402**