

Ubbeston Parish Council.

Minutes of the meeting of Ubbeston Parish Council held on Monday 10th March 2025 at 7pm in The Hub at Huntingfield.

Councillors attending: Cllr C Walker (Chair), Cllr L Ward, Cllr J Pike, Cllr N Youngs

Also attending: Angela Colbridge Clerk & RFO, ESC Cllr J Ewart, Members of the public x1

25.20 Apologies and approval of absences. Apologies received from Cllr A Pike

25.21 To receive Declarations of interest. None

25.22 To consider requests for Dispensations. None

25.23 To resolve that the minutes of the standard meeting of the council on 13th January 2025 are a true and correct record. Minutes agreed and signed as correct. Proposed by Cllr J Pike, Seconded by Cllr Ward

25.24 Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports and update from the Police.Uk website

Suffolk County Council – No Report. ESC Cllr Ewart noted that SCC are considering bringing the library service back in-house. This is on the agenda for the SCC Cabinet meeting on 18th March 2025. The full council meet on 13th March 2025.

East Suffolk Council – Cllr Ewart's most recent report received and circulated to councillors. The full report can be viewed on the parish council website. Cllr Ewart noted the following: Discussions are happening with regards to a unitary government; New, additional bins for food waste are due to be provided to residents; Planning Applications have been coming in from the Wilderness Reserve with DC/24/3258/FUL on the Planning Committee agenda for 11th March 2025; The 'Cake Off', which was held at The Hub in January, provided an opportunity for local clerks and councillors to learn more about local support and to meet and hear from the council leader Caroline Topping.

Footpath and Tree Warden – Nothing to report.

The Clerk noted that there was one reported crime on the police.uk website for Ubbeston for the month of December 2024 on or near Barell's Hill under the category of Other Theft.

25.25 Updates from previous meeting:

Happy to Chat bench. The Clerk noted that ESC Cllr Ewart has agreed to help fund the purchase of a community bench for the purpose of being a designated 'Happy to Chat' bench. The Clerk will obtain some quotes. The Parish Council thanked Cllr Ewart and ESC for their support in this community project.

25.26 Finance

a. To receive Finance report.

i. Bank Reconciliation March 2025. Approved. The Clerk noted a balance in the bank account as at 5th March 2025 of £7368.81

ii. Budget to Actual Within budget

To authorise payments as listed below

iii. A Colbridge	Expenses	£24.00
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Payment agreed. Proposed by Cllr J Pike, Seconded by Cllr Walker

b. To note any receipt. Nothing received.

The Clerk noted that online banking with Barclays has now been set up.

25.27 Planning Applications.

a. To consider a response to planning applications.

i) DC/25/0800/FUL Change of Use of Barn to Holiday Accommodation and

associated repairs and alterations. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk IP19 0ET. Consultation letter expiry date 26th March 2025. Following a discussion, it was agreed the parish council had no objection to this planning application. Proposed by Cllr Ward, seconded by Cllr J Pike.

ii) DC/25/0801/LBC Listed Building Consent - Change of Use of Barn to Holiday Accommodation and associated repairs and alterations. Ubbeston Hall, Low Road, Ubbeston, Halesworth, Suffolk IP19 0ET. Consultation letter expiry date 26th March 2025. Following a discussion, it was agreed the parish council had no objection to this planning application. Proposed by Cllr Ward, seconded by Cllr J Pike.

b. To receive outcomes of planning applications from ESC.

iii) DC/24/4372/VOC Variation of Condition No. 2 of DC/24/1372/FUL – Repair and alterations to residential outbuildings ancillary to Ubbeston Hall. Permitted.

iv) DC/24/4373/VOC Variation of Condition No. 2 of DC/24/1373/LBC – Listed Building Consent – Repair and alterations to residential outbuildings ancillary to Ubbeston Hall. Permitted.

v) 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. **Awaiting Decision. Planning Committee date 11th March 2025.**

A discussion was held on the current Wilderness applications which the parish council has not been listed as a consultee for. It was noted that residents in some parts of the village would likely be affected by noise disturbances and additional traffic. It was agreed that the parish council would submit an objection to DC/24/4213/FUL based on the concerns raised. Proposed by Cllr Walker, seconded by Cllr Youngs.

25.28 To consider any correspondence.

- a) The Hub Trustees.** Notice has been provided that from 1st April 2025, Parish Council's will be charged a flat rate per meeting of £15 for the use of The Hub.
- b) Suffolk County Council – ANPR data.** Speed data has been provided from SCC following the siting of their ANPR in the village in September 2024. Following a discussion on the results, it was agreed that the Clerk would contact the ANPR team to inquire if any action is being taken to reduce incidents of speeding in this area.
- c) East Suffolk Council – Community Health Ambassadors.** Information has been received on this initiative. It was suggested that the Clerk provides some information on this for the next edition of The Hare.

25.29 Village Emergency Plan. The Clerk has begun drafting an emergency plan for the village. This will be circulated to councillors in due course.

25.30 To appoint an Internal Auditor for the financial year 2024/2025. The Clerk noted that the Internal Audit fee for Heelis and Lodge would be £130. The Internal Audit fee for SALC would be approximately £183. It was agreed that the parish council would appoint Heelis and Lodge. Proposed by Cllr Ward seconded by Cllr Youngs.

25.31 To consider excluding the public and press.

To consider excluding the public and press for the next item as their presence would be prejudicial to the public interest due to the confidential nature of the matter to be discussed (Public Bodies {Admission to Meetings Act} 1960).

25.32 To review the clerk's contract and salary. The Council agree the NALC increase in salary backdated to 1st April 2024. Proposed by Cllr Youngs, seconded by Cllr J Pike. The council are satisfied with the clerk's work and agree an increase in salary to SCP 20 backdated to 1st February 2025. Proposed by Cllr Ward, seconded by Cllr Walker. Clerk to advise SALC.

25.33 Any other business.

- i) One Suffolk have given notification that there will be an increase of £6 per year to the annual website hosting fee. The new fee will be £66.
- ii) It was noted that all the spring bulbs allocated to the Parish Council from the East Suffolk Blooms Scheme have now been planted, thanks were offered those who volunteered their time.

25.34 Items for consideration for inclusion on the next agenda. None.

25.35 Date of the next meeting to be the 12th May 2025 at 7pm in The Hub at Huntingfield to include the APM and the AGM.

Meeting closed 8:48 pm

Minutes signed as correct.

Chairman _____ **Date** _____

Angela Colbridge Angela Colbridge 11/03/2025
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