

Ubbeston Parish Council.

Minutes of the meeting of Ubbeston Parish Council held on Monday 8th January 2024 at 7pm in The Hub at Huntingfield.

Councillors attending: Cllr Carl Walker (Chair), Cllr Allan Pike, Cllr Joel Pike, Cllr Lynne Ward, Cllr Nigel Youngs.

Also attending: District Councillor Julia Ewart & Julie Collett Clerk & RFO.

24.1 Apologies and approval of absences. Apologies received from County Cllr Stephen Burroughes.

24.2 To receive Declarations of interest. None

24.3 To consider requests for Dispensations. None

24.4 To resolve that the minutes of the standard meeting of the council on 6th November 2023 are a true and correct record. Minutes agreed and signed as correct.

24.5 Public participation session (15 Minutes) to include County and District Councillors', Footpath & Tree Warden's reports.

Report received from County Cllr Stephen Burroughes, can be seen on website.

District Cllr Julia Ewart reported that she has been in discussions with Suffolk County Council and the Environment Agency regarding their lack of action over the recent flooding. Sizewell traffic has now started to make an impact in the area. Full report can be seen on the website.

PCC are considering a precept increase of £13 per household. A survey is available for councillors to complete.

Huntingfield Parish are looking at a Neighbourhood plan and have asked if Ubbeston would be interested in a joint plan. The clerk will put something in the next edition of the Hare to see if there is any interest from any residents.

24.6 Updates from previous meeting:

Trees on Footpath The trees have been cleared and the bank has been reinforced.

Defibrillator The clerk reported that we were not lucky in receiving a defibrillator but can purchase one at 50% of the cost. Before going ahead, the clerk is in talks with Hook2Sisters about positioning the defibrillator on the outside of one of their buildings. District Cllr Julia Ewart has confirmed there could be funds available to help with the purchase.

24.7 Finance

a. To receive Finance report.

i. Bank Reconciliation Year 2023-2024 Balance of account stands at £6682.42.

ii. Budget to Actual All within budget.

To authorise payments as listed below

iii J Collett	Jan Expenses	£27.00
iv J Collett	Salary	£865.28
v. Glasdon	Speed sign	£195.11

All payments agreed.

b. To note any receipt. Nothing received.

24.8 To agree the revised budget for 2024-2025. The clerk presented a revised budget. This was unanimously agreed by councillors.

- 24.9 To agree the Precept for 2024-2025.** Following agreement of the budget the council agreed an increase of the precept by £219. The total amount requested was agreed as £5412.00
- 24.10 To agree the annual pay increase as per NALC agreement.** The Council agree the NALC increase in salary backdated to 1st April 2023. Clerk to advise SALC.
- 24.11 To appoint a new Clerk & RFO and agree the pay.** Cllrs Lynne Ward and Allan Pike reported to the council following the interview of Angela Colbridge for the position of clerk & RFO. A clerk with 18 months experience and a very positive attitude with an informative view of Ubbeston. The council agreed to offer Angela the position at a starting salary of SCP17 £14-95 per hour, starting on 1st February 2024. This will be subject to satisfactory references received. Clerk to inform.
- 24.12 To review the internal control.** The internal control was undertaken by the council and found to be in order, the Chair signed to this effect.
- 24.13 To review the risk assessment.** The risk assessment was found to be adequate for the council's requirements.
- 24.14 To consider any correspondence.** No further correspondence received.
- 24.15 Items for consideration for inclusion on the next agenda.**
Update Asset Register.
Defibrillator
- 24.16 To agree the date for the next meeting 11th March 2024 and revised dates for 2024.** Due to the appointment of the new clerk, meeting dates will revert to the 2nd Monday of every other month.
13th May 2024
8th July 2024
9th September 2024
11th November 2024

Meeting closed 7.47pm.

Minutes signed as correct.

Chairman _____ Date _____

Julie Collett Julie Collett 09/01/2024
Clerk to Ubbeston Parish Council
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