

Ufford Parish Council

Councillors	Tel	Email	Responsible for:	
Keith Lievesley (Chairman)	740679	keith.lievesley@btinternet.com	Barnack Ward Group	Parish Council Liaison
David Chadwick	740893	david@chadsonline.co.uk	Financial overview	
Frieda Gosling	740343	friedagosling@yahoo.co.uk	Barnack Ward Group	
Paul Wilde	07960 018148	paul@worldofskills.com		
Margaret Sargent	749482	m55arg@gmail.com	Village Hall Committee	Speed Watch
Susie Caney (Clerk)	07595 377236	clerk@ufford-pc.gov.uk	Speed Watch	

Minutes of a Meeting of Ufford Parish Council held on Tuesday 12th May 2020 at 7.30pm via Zoom Conference.

DRAFT MINUTES FOR APPROVAL AT NEXT MEETING

- In attendance – Chair: Keith Lievesley (KL), Councillors Margaret Sargent (MS), Paul Wilde (PW), David Chadwick (DC) and Ward Councillor David Over (DO). Parish Clerk: Susie Caney (SC). No residents in attendance.*
- Apologies for absence were accepted from Councillor Frieda Gosling (FG).*
- Declarations of Interest and Dispensations – None.*
- To confirm and sign the minutes of the council meeting held on 10th March 2020. The Minutes were resolved unanimously to be a true record of events and it was agreed these would be signed by KL when safe to do so.*
- Members of the public are invited to address the council with regard to any Agenda item. No residents present.*
- Ward Councillor’s report. DO reported that he has taken occasional drives through the ward and has been dealing with individual resident enquiries and issues. There has been evidence of drug taking/dealing within the ward and DO is liaising with the police to request a routine presence. All the villages have set up volunteer support networks which seem to be working well, along with food collection points to support Peterborough Foodbank.*

7. Finance.

- a. Annual Governance and Accountability Return for the year 2019-20 (AGAR).
 - i. Review findings of effectiveness of internal systems.
 - ii. Approve Annual Governance Statement and the AGAR.
Members approved the AGAR and effectiveness of internal systems. KL requested the two rustic benches purchased by the ward CLF approximately 10 years ago be added to the Asset Register for 2020/21.
*The yearbook and accounts for UPC 2019/20 will be submitted to Michael Perkins for the Internal Audit, ahead of submission to PKF Littlejohn in July. **Action** – SC.*
- b. Community Infrastructure Levy Report to March 31st 2020. *Approved. SC will post on the website and submit a copy to Mike Freeman at PCC. **Action** – SC.*
- c. To approve Clerk Pay Review 2020/21. *Members approved a move to New SCP 24 backdated to 1st April.*
- d. Monthly Financial Report: to approve financial reports for March and April 2020. *Approved.*
- e. To note monies received. *Noted.*
 - i. £4,095.00, PCC Precept First Instalment.
 - ii. £150.00, PCC, Recreation Grounds First Instalment.
- f. Authority to pay. *Approved.*
 - i. £42.92, Susie Caney, Clerk's pay for April 2020.
 - ii. £62.80, HMRC, Clerk tax for April 2020.
 - iii. £358.72, Came and Company Insurance Renewal 2020-21.
- g. Payments made since last meeting. *Approved.*
 - i. £62.74, Susie Caney, Clerk's pay for March 2020.
 - ii. £66.40, HMRC, Clerk tax for March 2020.
 - iii. £60.00, Community Heartbeat Trust, Annual fee for Emergency 999 Line.
 - iv. £198.00, Community Heartbeat Trust Solutions, Defib Support Package.
 - v. £18.00, Unity Trust Bank, Bank Charge.

8. Planning.

- a. 19/01562/FUL, Land to the rear of Highlands, Marholm Road, Proposed outbuilding. *Refused.*
- b. 20/00368/CTR, Little Oak Barn, Main Street – Tree works. *Permitted.*
- c. Cambridgeshire and Peterborough Minerals and Waste Local Plan and associated Policies Map Submission to the Secretary of State (Reg 22 Notice). *For information only.*

9. Correspondence.

- a. NALC – Legislation updates due to Coronavirus. *Noted.*
- b. Mark Emson – Postponement of Parish Elections to 2021. *The clerk will seek clarity regarding co-option if a vacancy arises ahead of May 2021.*
- c. Richard Astle – All Parish Zoom meeting to discuss Habitat Creation Plans, 18/5/20 at 7.30pm. *The plan is an ambitious one and may be difficult to pull together during coronavirus. KL and SC will attend the meeting but if members have thoughts/ideas within the next few days, please let KL know. **Action** – KL & SC.*
- d. Clair George – Bright Ribbon Campaign for food donations. *A food collection point has been set up within the telephone kiosk. This will be collected each Monday morning.*
- e. The Pension Regulator – Re-enrolment. *SC to forward the details for KL to action. **Action** – KL.*
- f. PKF Littlejohn – 2019/20 Limited Assurance Reporting. *Due to coronavirus, PKF Littlejohn have extended the deadline for submitting the annual AGAR. **Action** – SC.*

10. Village Maintenance: To note and agree on current maintenance issues and to note updates on issues outstanding:
- a. Drainage and Southorpe Tanker, update. *The tanker has now gone.*
11. Other items.
- a. Tree Planting Proposal. *KL spoke to Hugh Dorrington who plans to plant the trees in November, following a difficult year with unseasonably wet weather.*
 - b. BT Broadband. *KL reported that maintenance to fibre broadband took place recently on Marholm Road.*
12. Village Matters – for discussion only.
13. Next meeting: Tuesday 8th June 2020 at 7.30pm. Residents are invited to attend via Zoom. Please contact clerk@ufford-pc.gov.uk or 07747 033990 for log-in details.

Meeting closed at 20.40.