

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)	07747 033990	clerk@ufford-pc.gov.uk	Speed Watch	

Minutes of a Meeting of Ufford Parish Council held on Tuesday 13th April 2021 at 7.30pm via Zoom video conference

DRAFT MINUTES FOR APPROVAL AT NEXT MEETING

1. In attendance: *Chair; Keith Lievesley (KL), Councillors Margaret Sargent (MS), Paul Wilde (PW), David Chadwick (DC) and Frieda Gosling (FG). Parish Clerk; Susie Caney (SC)*
2. To note apologies for absence. *Ward Councillor David Over (DO).*
3. Declarations of Interest and Dispensations. *None.*
4. To confirm and sign the minutes of the council meeting held on 9th March 2021. *The Minutes were resolved unanimously to be a true record of events and it was agreed these would be signed by KL.*
5. Members of the public are invited to address the council with regard to any Agenda item. *No members of the public present.*
6. Ward Councillor's report. *No report. DO is unwell and due to be in hospital for a few weeks. MS has organised a card from the parish council.*
7. Finance.
 - a. Annual Governance and Accountability Return for the year 2020-21 (AGAR).
 - i. Review findings of effectiveness of internal systems. *Agreed.*
 - ii. Approve Annual Governance Statement and the AGAR. *Approved.*
 - b. Community Infrastructure Levy Report to March 31st, 2021. *A copy will be forwarded to Michael Freeman at PCC for their records. Action – SC.*
 - c. Monthly Financial Report: to approve financial reports for March 2021. *Approved.*

- d. Authority to pay. *Approved.*
 - i. £113.41, Susie Caney, Clerk's pay & expenses for March 2021.
 - ii. £79.00, HMRC, Clerk tax for March 2021.
 - iii. £7.19, Zoom online conference fee, 50% split with Barnack PC (*repayment to S.Caney*).
 - iv. £167.95, NHBS bat box and aluminium nails (*repayment to K. Lievesley*).
 - v. £129.93, NHBS bat boxes (*repayment to K. Lievesley*)
 - vi. £127.92, RSPB bird boxes (*repayment to K. Lievesley*)
 - vii. £56.66, Garden Nature bird boxes (*repayment to K. Lievesley*)
8. Planning.
- a. 20/01412/HHFUL – The Firs, Newport Way – Proposed two storey side extension and alterations to existing dwelling. *Awaiting Decision.*
 - b. 21/00335/FUL – Newport Farm, Newport Way – Construction of a single dwelling house, formation of pond and re-wilding of land. *Comments were agreed for submission. Action – SC.*
 - c. 21/00328/HHFUL – Langley House (Southey Lodge), Langley Bush Road, Upton – Proposed formation of new driveway and erection of new garage. *No objection.*
 - d. 21/00438/CTR – Windrush, 3 Walcot Road – Silver birch remove tree. *No objection.*
 - e. 21/00356/HHFUL – Highlands, Marholm Road – Construction of outbuilding to include storage area, garden room and greenhouse. *No objection.*
 - f. 21/00181/FUL – Land at Langley Bush Road – Proposed change of use of existing agricultural building and land to equine use. *Comments were agreed for submission. Action – SC.*
9. Correspondence.
- a. CAPALC/NALC – Bulletins and updates. *Noted.*
 - b. Highways – resurfacing works on Marholm Road, Hillside Close and Ufford Road in April. *Noted.*
 - c. PKF Littlejohn – 2020/21 AGAR external auditor instructions. *Noted.*
 - d. Came and Co – Parish Council insurance pre-renewal. **Action – SC.**
 - e. Mark Emson, PCC – Notice of Election. *Noted.*
 - f. Martin Chillcott – John Clare Country Heritage programme. *Martin would like to bring together people and groups interested in documenting and sharing the Heritage of the area. FG has been in correspondence with Martin and will be meeting him in the next few days. Action – FG.*
10. Village Maintenance: To note and agree on current maintenance issues and to note updates on issues outstanding:
- a. Highway maintenance and traffic calming. *No update from PCC. Action – SC/KL.*
 - b. Newport Way – speeding vans and road signage. *The clerk will speak to Highways about a 20mph speed limit on Newport Way and signage. Action – SC.*
 - c. Dog waste bins – update on location/costs of additional bins. *PCC suggested Hillside Close as the location on Marholm Road. SC to request a site visit to agree a location. Action – SC.*
11. Other items.
- a. The John Clare Countryside Parish Nature Recovery Plan:
 - i. Progress Report. *KL circulated a progress report to members.*
 - ii. Children's competition. *It was suggested the competition could be extended to Barnack Primary School children, SC to send pdfs to the school office. Action – SC. KL is currently working on a bird quiz to circulate to residents. Action – KL.*
 - iii. Update on installation of bat and bird boxes. *KL and Anthony Mould have installed the boxes at Southey Woods after identifying non-commercial trees that will not be felled.*
 - b. Elections - City Council, Mayoral and Parish Council. *There will not be an election for UPC as only 4 candidates stood for nomination and therefore the nominees are automatically elected. FG retires next month leaving one vacancy to co-opt a member. Members extended their thanks and best wishes to FG and hope to celebrate her retirement later in the year.*
 - c. Parish Council Meetings and legal requirements post 7th May. *As it stands now, the parish council will have to return to face-to-face meetings post 7th May as per government regulations. NALC are campaigning for an extension to remote meetings and there is a High Court hearing due later this month. Meetings will remain open to members of the public and social distancing will have to be adhered to.*

d. Other meetings attended:

- i. Barnack Ward Group, 24.3.21. *KL chaired the meeting which discussed local issues such as fly-tipping, sewerage and Hills and Holes.*
- ii. Ufford Village Hall AGM, 10.3.21. *MS reported on work that has been carried out with the help of grants received. There are plans for further improvements such as lighting and tackling damp in the entrance lobby.*

12. Village Matters – for discussion only. *None.*

13. Next meeting: Tuesday 18th May 2021 at 7.30pm in Ufford Village Hall.

Meeting closed at 8.57pm.