



UFFORD PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
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NOTICE OF THE UFFORD PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 19TH SEPTEMBER 2023 THE PARISH HALL, CHURCH LANE, UFFORD, AT 7.00pm

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.
All public and press are also cordially invited.

Agenda

1. Apologies for absence
 - a) To Receive Apologies
 - b) To Accept Apologies
2. To receive any:
 - a) Declarations of Pecuniary Interest in Agenda Items
 - b) Declarations of Non-Pecuniary Interest in Agenda Items
 - c) Applications for Dispensation on Agenda Items
 - d) Declarations of Gifts or Hospitality received over the value of £50.00
 - e) Notification of Lobbying with reference to any Planning Application to be discussed
3. Co-option of a Councillor and signing of the 'Declaration of Acceptance of Office' form
4. Public Session (15 mins max):
 - a) Reports or comment from any members of the public
 - b) Reports or comment from ESC and SCC Councillors
5. To sign Minutes of the meeting dated 18th July 2023
6. To acknowledge previous months list of ESC Planning decisions and to discuss any other planning matters or reports, including:
 - a) DC/22/4985/FUL - Construction of 1 dwelling - Hungarian Lodge High Street Ufford – To discuss ESC Planning Committee decision to refuse and subsequent withdrawal of application.
7. Ufford Community Hall – To receive update on Plug In Suffolk EV Charging units
8. Project Updates – To receive updates on the following projects:
 - a) Deben Water Quality Project
9. Future Projects List – To review list
10. Clerk's Absence – To discuss cover for Clerks absence

Please be aware that recording of meetings is probable

11. Finance Matters:

- a) To receive and Accounts as of 31st August 2023
- b) To acknowledge receipt of the Notice of Conclusion of Audit and Section 3 of Part 3 of the 2021/21 AGAR from PKF Littlejohn LLP
- c) To authorise the following Invoices for Payment:
 - i. J Hallett (Salary and Expenses) £998.28
 - ii. SCC Pension Fund (Clerk's Pension) £297.32
 - iii. D Findley (25 Phosphate Tests and 100 Syringes) £51.95
 - iv. HMRC Cumbernauld (Clerk's PAYE) – *Not to be released until 5th Oct* £265.86
 - v. *Any invoice coming forth*
- d) To note Payments made since last meeting:
 - i. J Hallett (Salary and Expenses) £829.52
 - ii. SCC Pension Fund (Clerk's Pension) £237.85
 - iii. PKF Littlejohn LLP (External Audit) £378.00
 - iv. East Suffolk Council (Election Expenses) £112.20
 - v. K N Coe (Maintenance) £50.00
 - vi. D Findley (Water Testing Equipment) £226.51
- e) To note Payments received since last meeting:
 - i. East Suffolk Council (Grant for Water Testing Equipment) £188.76

12. Recreation Ground and Parklands Woods:

- a) To ratify decision to reduce two Oak Trees in Parklands Wood to a standing stump
- b) To discuss the BMX Track within Parklands Wood.
- c) To discuss installing a fourth CCTV Camera at the Recreation Ground

13. Highways/Footpaths:

- a) To discuss purchase of two Dog Bins: one at Goldsmiths and one at the junction of East Lane and Loudham Lane, and comments received from neighbours
- b) To discuss the 'Love Woodbridge and Melton project' and the proposed 65 new dwellings at Eyke and their impact on Ufford

14. Documentation – To review and adopt:

- a) Asset Register (September 2023) – *sent to all on 8th and 13th September 2023*

15. To receive reports on meetings attended on behalf of the Council

16. To receive agenda items for next meeting and agree date of Next Meeting (31st October 2023)

Exclusion of the press and public from this item by virtue of Public Bodies (Admissions to Meetings) Act 1960 s1 (2) because of the confidential nature of the matter to be discussed

17. Neighbourhood Plan:

- a) To receive an update on the work done by NP Steering Group and the progress of the Draft Plan
- b) To discuss Clerks hours on the NP and whether to continue to pay an additional 3 per week

Re-Entry of Press and Public

Judi Hallett - Clerk to the Parish Council (13th September 2023)