



# 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 19<sup>TH</sup> DECEMBER 2023 THE COMMUNITY HALL, THE AVENUE, 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 (7.00pm)
  - 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. To receive nominations for Co-option of a Councillor and to sign the Declaration of Acceptance of Office
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 21<sup>st</sup> November 2023 (7.25pm)
6. Planning - To discuss and agree response to the following Planning Applications or Appeals:
  - a) DC/23/4519/TCA - 1no. Pine (T1 on plan) – Fell; 1no. Cypress (T2 on plan) – Fell; 1no. Maple (T3 on plan) - Reduce over extended upper branches by up to 4 metres at Ash Greys, Church Lane, Ufford
  - b) DC/23/4328/OUT Outline Application (With some matters reserved) - with layout, scale, landscaping and access applied for in detail, for nine Self Build and Custom Build homes - Land West Of PROW 21, Woods Lane, Melton
  - c) DC/23/4761/FUL - Single Storey Oak Framed Garden Room Extension to Rear and Incorporation of French Doors Into Existing Dormer Window to Side. - 5 Melton Hamlet , Lower Street

7. Other Planning Matters:
  - a) To acknowledge previous months list of ESC Planning decisions
  - b) To discuss the Surface Water Draining Plan for the former Crown Nursery Site
  
8. Projects List (7.45pm):
  - a) To receive update on potential costs for refurbishing the Community Hall Toilets and Kitchen
  
9. Finance Matters:
  - a) To receive and Accounts as of 30<sup>th</sup> November 2023
  - b) To discuss and agree the Budget for 2024/25
  - c) To discuss and agree the Precept request for 2024/25
  - d) To discuss moving funds to a CCLA Account, in order to achieve greater yield.
  - e) To authorise the following Invoices for Payment:
 

i. J Hallett (Salary and Expenses)	£1,241.69
ii. SCC Pension Fund (Clerk's Pension)	£402.72
iii. S Mayhew (Parking for SALC Conference)	£6.77
iv. Mid Kent Training Group (Chain Saw Training)	£1,440.00
v. Thurlow Nunn Standen Ltd (consumables for Woods and Footpaths)	£195.04
vi. GeoXphere Ltd (Mapping System for NP)	£96.00
vii. <i>Any invoice coming forth</i>	
  - f) To note Payments made since last meeting:
    - i. None
  - g) To note Payments received since last meeting:
    - i. None
  
10. Parklands Woods and Recreation Ground (8.10pm):
  - a) To discuss fallen Beech Tree and options for disposing of it.
  
11. Documentation – To discuss and agree:
  - a) Bring Your Own Device Policy (Dec 2023) – *sent to all on 27<sup>th</sup> November 2023*
  - b) Health and Safety Policy (Dec 2023) – *sent to all on 27<sup>th</sup> November and 8<sup>th</sup> December 2023*
  
12. To receive reports on meetings attended on behalf of the Council
  
13. To set the meeting dates for 2024
  
14. To receive agenda items for next meeting and agree date of Next Meeting (16<sup>th</sup> January 2024 *tb*)

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**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**

15. Neighbourhood Plan (8.30pm):
  - a) To receive an update on the work done by NP Steering Group and the progress of the Draft Plan

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**Re-Entry of Press and Public**

*Judi Hallett* - Clerk to the Parish Council (14<sup>th</sup> December 2023)