



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 17TH SEPTEMBER 2024 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. Public Session (15 mins max):
 - a) Reports or comment from any members of the public
 - b) Reports or comment from ESC and SCC Councillors
4. To sign Minutes of the meeting dated 13th August 2024
5. Planning - To discuss and agree response to the following Planning Applications or Appeals:
 - a) DC/24/2352/TPO - T4 of TPO No. 189 / 2005 1no. Oak (T4 on Order and marked on plan) - Crown reduction by up to 2.5 metres - 2 Tovells Ufford
 - b) DC/24/2954/TCA - T1 False Accacia x3, T2 Fir Tree, T3 Acer x3, T4 Holly, T5 Walnut, T6 Silver Birch, T7 Medlar, T8 Quince All trees to be reduced by 1-2m. according to guidance contained in BS3998. Thin crowns of crossing limbs by 15% as required, and crown lift up to 2m. from lowest limb. - Knoll Cottage Barrack Lane Ufford
 - c) DC/24/3141/FUL Proposed alterations and extensions to existing residential dwelling (revised scheme). - Two Trees, Spring Lane, Ufford
6. Other Planning Matters:
 - a) To acknowledge previous months list of ESC Planning decisions
 - b) To consider affiliating to the East Suffolk Planning Alliance

- c) To discuss communications from the East Suffolk Communities Energy Partnership and whether UPC should endorse the proposed constitution and support the response letter to the Secretary of State
 - d) To discuss reply from ESC Planning Enforcement Officer, with reference to case ENF/24/0004/DEV (Land at the top of Church Lane, Ufford)
 - e) To discuss if UPC wish to respond to the consultation on proposed changes to the National Planning Policy Framework (NPPF)
7. To appoint persons to the following offices:
- a) Representative of ESC Community Partnership – Deputy to Cllr. Findley
8. Ufford Charities:
- a) To receive resignation of Mr Andrew Dennis as a Representative Trustee
 - b) To discuss appointing a Representative Trustee to replace Mr Dennis
9. Highways:
- a) To receive an update on the Gas works on High Street and Byng Hall Road
 - b) To receive an update on the East Lane to Eyke Footpath
10. Community Hall:
- a) To receive update on the refurbishment of the Community Hall Toilets
 - b) To receive update on the Electric Vehicle Charging Point
11. Finance Matters:
- a) To receive Accounts as at 31st August 2024
 - b) To discuss decision to pay the Clerk £12.00 per week as a Working From Home Allowance, and the impact this will have on her Tax liability
 - c) To acknowledge receipt of the Notice of Conclusion of Audit and Section 3 of Part 3 of the 2023/24 AGAR from PKF Littlejohn LLP
 - d) To receive Insurance renewal and to discuss whether or not to sign up to a 3-year Long Term Agreement
 - e) To discuss purchase of a new notice board for Parklands, and requesting funding for this from SCC and ESC Councillors
 - f) To discuss purchase of a Printer for the Clerk (circa £205.00)
 - g) To discuss expenditure on Water Testing consumables and options for funding.
 - h) To authorise the following Invoices for Payment/Transfers:

i. J Hallett (Salary and Expenses)	£946.91
ii. SCC Pension Fund (Clerk's Pension)	£245.63
iii. AJGIBL GBP Client NST Account (Insurance)	£1,834.03
iv. Suffolk Digital (Reprinting of Footpaths and Heritage Leaflets)	£290.00
v. D Findley (Water Testing Consumables)	£174.26
vi. <i>Any invoice coming forth</i>	
 - i) To note Payments made since last meeting:
 - i. None
 - j) To note Payments received since last meeting:
 - i. None

12. Parklands Woods and Recreation Ground:

- a) To receive general update on the Wood Management and to agree expenditure on managing trees in a poor condition or overhanging property.
- b) To receive update on work in the Woods and application for grant towards Woodland Management Plan and Felling Licence
- c) To discuss Anti-Social Behaviour around the Recreation Ground and East Suffolk Services Depot.

13. Projects List:

- a) Emergency Plan – To receive update from Cllrs. Bennett and Hawthorne

14. Neighbourhood Plan

- a) To receive an update on progress of the Plan.
- b) To discuss amending the Clerk's hours to reflect the progress of the Plan

15. Documentation – To acknowledge review of:

- a) Asset Register (Sept 2024) – *sent to all on 2nd Sept 2024*
- b) Standing Orders (May 2023) - *sent to all on 28th Aug 2024*

16. Quarterly Health and Safety Review – To receive notification of any H&S matters and to add to Action List

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

18. To receive agenda items for next meeting and agree date of Next Meeting (15th October 2024)

Judi Hallett - Clerk to the Parish Council (12th September 2024)