



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 DECEMBER 2024 THE COMMUNITY HALL, THE AVENUE, UFFORD, AT 6.00pm

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 19th November 2024
5. Finance Matters:
 - a) To receive Accounts as at 30th November 2024
 - b) To agree the Budget for 2025/26
 - c) To agree the Precept request for 2025/26
 - d) To authorise the following Invoices for Payment/Transfers:
 - i. J Hallett (Salary and Expenses) £tbc
 - ii. SCC Pension Fund (Clerk's Pension) £tbc
 - iii. Stowe Building Contractors Ltd (Final Invoice for Comm Hall Refurb) £2,354.95
 - iv. *Any invoice coming forth*
 - e) To note Payments made since last meeting:
 - i. None
 - f) To note Payments received since last meeting:
 - i. ESC (Cllr. Noble Grant for Projector and

6. Planning - To discuss and agree response to the following Planning Applications or Appeals:
 - a) DC/24/4030/FUL - Alterations, Extension and Cartlodge - Cambrai House, High Street, Ufford
 - b) DC/24/4084/FUL - Proposed extensions and internal alterations including conversion of garage at Ash Greys, Church Lane, Ufford
 - c) DC/24/4217/CLP - Certificate of Lawful use (Proposed) - Use of the land for Class BC - temporary recreational campsites up to 50 pitches over 60 days per calendar year where the Applicant notifies the Council before the commencement in each calendar year, providing a site plan with toilet and waste disposal facilities and dates of use. - Land Parcel At Melton Lodge Farm, East Of Lower Ufford Road, Pettistree
7. Other Planning Matters:
 - a) To acknowledge previous months list of ESC Planning decisions
8. Neighbourhood Plan
 - a) To receive an update on the Ufford Neighbourhood Plan.
9. Community Hall:
 - a) To receive update on the refurbishment of the Community Hall Toilets
 - b) To receive update on the Electric Vehicle Charging Point
10. Projects List:
 - a) Emergency Plan – To formally receive and adopt the Emergency Plan
11. Documentation:
 - a) To discuss adding text to the Standing Orders to give details of the Council’s responsibility to appoint Trustees to other bodies, such as the Town Estate and Community Hall Charities
12. Council Administration:
 - a) To set dates of Full Council Meetings in 2025 – *Suggested 21st Jan, 18th Feb, 18th Mar, 15th Apr, 20th May, 17th Jun, 15th Jul, 19th Aug (if required), 16th Sep, 21st Oct, 18th Nov, and 16th Dec*
 - b) To re-consider moving to a ‘gov.uk’ domain for the website and Council e-mail address
13. Quarterly Health and Safety Review – To receive notification of any H&S matters and to add to Action List
14. To receive reports on meetings attended on behalf of the Council
15. To receive agenda items for next meeting and agree date of Next Meeting (21st January 2025)

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

16. Neighbourhood Plan:
 - a) To discuss Policy UFF16 in the Draft Ufford Neighbourhood Plan

Re-Entry of Press and Public

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