

Ufton Parish Council

Minutes of the meeting held on Tuesday 7th November 2023 in Ufton Village Hall

Meeting commenced 20:01 hrs.

1. **Record of Members present**
Cllrs Tayley, Crowther, Baldwin, Looney

2. **Apologies for absence**
Cllrs Byrne

3. **Acceptance of Apologies**

RESOLVED to accept apologies from Cllrs Byrne

4. **Declaration of Interest**
Councillors were reminded that they **MUST** act solely in the public interests and should never improperly confer an advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend, or close associate.

Cllr Crowther agenda item 12

5. **Dispensations** - None declared

6. **Open Forum – (15minutes)**
None

Stratford District Councillor Ostrander

Cllr Ostrander – Cllr Ostrander's report was circulated prior to the meeting and all Cllrs confirmed they had read it. Of note, Warwickshire County Council has installed a dog waste bin at Ufton Nature Reserve, it is due to be emptied weekly.

20:05 **County Cllr Kettle** joined the meeting

Cllr Kettle advised he has had a meeting with the County Council team and the contractor responsible for the Harbury Lane crossroads. The trial bore hole results led to the contractor having to redesign the groundworks around the house on the junction. The design has been approved and the materials have been ordered. Once the materials are received the work will take 42 days to complete. It is not possible for the contractor to work at night, they can however, work at weekends.

7. **Minutes of Last Parish Council**

7.1 The minutes of the meeting held on 3rd October 2023 were agreed as being a true and complete record.

8. **Planning**

8.1 No planning applications have been received since the last meeting held on 3rd October 2023.

8.2 No planning decisions have been received since the last meeting held on 3rd October 2023.

8.3 Clerk to update on 360 Peer Review of Stratford District Council's Planning Department. The Clerk advised the meeting she attended a zoom meeting with other Clerks and Parish Councillors regarding SDC's Planning Department and how they operate. The meeting was led by an independent Cllr and an independent Planning Officer, both came from the South West. There were recurrent themes raised by all attendees and a lot of suggestions were made, which could help both SDC Planners, Clerks and Cllrs. SDC Executive Team has agreed to the report from this 360 Peer Review being released to Clerks once it is complete.

9. **Matters Arising from previous meeting held on 3rd October 2023 which are not on the Agenda**
Cllr Tayler advised he had received a letter from the Leeman family with regard to a memorial bench for former Cllr Leeman. The Clerk advised the bench can only go on the Parish Council's insurance

policy if it belongs to the Parish Council. The Clerk will contact the family and explain the situation and the options available to them.

10. Finance

10.1 Bank Balance and Bank Reconciliation

As of 31st October 2023, agreed and Cllr Tayler signed the bank reconciliation.

10.2 Payments made since last meeting held on 3rd October 2023

Name	£
Society of Local Council Clerks membership (1/4 of total fee £177.00)	44.25

10.3 To authorise the following payments:

Name	£
Clerk salary October paid on the 1 st of the following month by Standing Order	
Mrs J Chapman printing of November Ufton Newsletter	14.40
Npower electric streetlights 01.07.23 – 30.09.23	280.57
HMRC 01.07.23 – 30.09.23	169.40

It was proposed by Cllr Crowther, seconded by Cllr Looney and
RESOLVED all payments by made.

10.4 Section 137 Donation

It was proposed by Cllr Baldwin, seconded by Cllr Looney and
RESOLVED to make a donation of £20 to the Royal British Legion.

10.5 Winter Warm Hub Grant Approval

The Clerk advised there was an opportunity to apply for a Winter Warm Hub grant at short notice. The Clerk applied for £200 and was awarded the amount. The grant will be used to pay for the hire of the village hall for the Winter Warmers which are being organised by the Village Hall Committee.

11. HS2

HS2 Drop in taking place in Ufton Village Hall on Tuesday 14th November 2023 between 2 – 6 pm

12. Parish Boundary

Progress is slow.

13. Co-option of Councillors

Defer to January 2024 meeting

14. Frequency of Parish Council Meetings

It was proposed by Cllr Crowther, seconded by Cllr Looney and
RESOLVED no Parish Council meeting will be held in December 2023. Meetings will then continue on a monthly basis until April 2024 when the frequency of Parish Council meetings will be considered again.

15. Items for Next Agenda

Budget for 2024 - 2025

16. Date of Next Meeting Tuesday 2nd January 2024.

Meeting closed 21:05 hrs

Signed

Date