



UFFORD PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
Manor Farm, Hollesley, Woodbridge Suffolk IP12 3NB

Tel: 01394 411405 / 07739 411927 ufford.pc@hotmail.com

NOTICE OF THE UFFORD PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 19th APRIL 2022 ST MARY'S CHURCH 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 £25.00
 - 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 member of the public
 - b) Reports or comment from ESC or SCC Councillors
4. To sign Minutes of meetings dated 15th March and 22nd March 2022
5. To discuss and agree response to the following Planning Applications or Appeals:
 - a) DC/22/0837/VOC - Variation of Condition 2 of DC/21/2509/FUL - To revise the approved scheme to remove reference to drawing 1679/20B, and replace with drawing 1679/30A at Cambrai House , High Street, Ufford
 - b) DC/22/1112/FUL - Single storey rear extension to the Almshouses (2 and 2A) and related works - Almshouses, Church Lane, Ufford
 - c) DC/22/1118/LBC - Listed Building Consent - Single storey rear extension to the Almshouses (2 and 2A) and related works - Almshouses, Church Lane, Ufford
 - d) DC/22/1120/FUL - Front extension and first floor extension to existing bungalow – demolition of extg garage - Oakdene, School Lane, Ufford
 - e) DC/22/1175/TPO - TPO ESCC 31/1957 T1 Oak - Remove 2 x large lower limbs, one extends over office and one north towards Tallow Wood - 3m reduction of lateral limb that extends out over Parkside. T2 Remove Ash tree (noted as Section 211 Notice for tree works in Conservation Area) – Parkside, Lower Road, Ufford

Please be aware that recording of meetings is probable

- f) DC/22/0730/FUL - We propose to install a single storey garden room in the back garden. It will sit on concrete pads and will be supplied and fitted by Woodbridge garden rooms. It will be multi-use - storage, home office, summer house. In addition we propose to replace our front fence (bordering the left of our driveway) with a brick wall. - Orchard House, School Lane, Ufford
6. To acknowledge previous months list of ESC Planning decisions and to discuss any other planning matters or reports, to include:
- Update on the Appeal of refusal of DC/20/1521/FUL Care Village off Yarmouth Road, Melton
 - To discuss application DC/21/3237/FUL (Former Crown Nursery) and to consider making representation to ESC regarding a determination date.
7. Neighbourhood Plan:
- To receive a report on the Launch Meetings and Exhibition (sent to Councillors on 12th April 2022)
 - To approve to officially 'start' the NP as enough interest has been expressed to fill Steering Group and volunteer roles
 - To agree setting up of a Steering Group to take the project forward
 - To review example Terms of Reference for NP Steering Group and agree a way forward for this document
 - To agree to approach Consultants to assist in the production of the NP
 - To agree to apply for grants at the earliest opportunity.
8. Finance Matters:
- To receive and agree End of Year Accounts to 31st March 2022
 - To receive and accept Internal Auditor's Report for 2021/22 and 'Annual Internal Audit Report' within Part 3 of the Annual Governance and Accountability Return 2021/22
 - To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2021/22
 - To agree and complete Section 2 of Part 3 of the Annual Governance and Accountability Return 2021/22
 - To agree the CIL Report as at 31st March 2022
 - To agree the Reserve Allocations as at 1st April 2022
 - To agree the Internal Control Statement for year ending 31st March 2022
 - To discuss purchase of Water Sampling Equipment (Approx. £323.00)
 - To discuss request from PUNCH Committee for funding towards the Platinum Jubilee Celebrations (£400)
 - To authorise purchase of four Bird Boxes for Sogenhoe Chapel (cost £55.96)
 - To authorise the following Invoices for Payment:

i. J Hallett (Salary and Expenses)	£823.32
ii. SCC Pension Fund (Clerk's Pension)	£230.68
iii. HMRC Cumbernauld (Clerk's PAYE)	£3.00
iv. Suffolk Cloud (Website Hosting for year)	£120.00
v. Ufford Community Hall (Hall Hire for NP Set-up and APM)	£31.00
vi. SALC (Annual Subscription)	£366.72
vii. D Findley (Bird Boxes)	£55.96
viii. St Mary's Church Flowers (Grant)	100.00
ix. Ufford Arts Festival (Grant)	£400.00

- | | |
|--------------------------------------|---------|
| x. St Mary's PCC Ufford (Grant) | £900.00 |
| xi. Trevor Brown (Internal Audit) | £170.00 |
| xii. <i>Any invoice coming forth</i> | |
- l) To note Payments made since last meeting:
 - i. None
 - m) To note Payments received since last meeting:
 - i. None
9. Ufford Archives – To discuss the archive materials retrieved from the Wickham Market Archives
 10. Project Updates – To receive updates on the following projects:

a) Broadband Project	c) Water Sampling of the River Deben
b) Arts Festival 2022	d) Street Light Upgrade
 11. Recreation Ground and Parklands Woods:
 - a) To discuss the Play Park Inspections carried out by Ipswich Borough Council and possibly changing provider
 - b) To receive update on the application to Rural Payments Agency for High Level Stewardship Grant
 - c) To discuss allowing the family of Tony Woodley to place a bench at the Recreation Ground in his memory
 12. Highways/Footpaths:
 - a) To receive update on the purchase of a new SID
 - b) To receive an update on the Quiet Lanes Suffolk project and to agree a strategy for erecting the signs
 13. To discuss the format of the Annual Parish Meeting on 26th April 2022
 14. Sizewell C – To discuss support letter to Kwasi Kwarteng with reference to Sizewell C (*draft passed to all on 12th April 2022*)
 15. To receive reports on meetings attended on behalf of the Council, including:
 - a) Cllr. Jones - WM Community Partnership Meeting (*report distributed on 28th March 2022*)
 - b) Cllr. Jones - 'Housing in Clusters and small scale Residential Development in the Countryside' (report distributed 7th April 2022)
 16. To receive agenda items for next meeting and agree date of Next Meeting (17th May 2022)

Judi Hallett - Clerk to the Parish Council (12th April 2022)