



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 ANNUAL UFFORD PARISH COUNCIL MEETING TO BE HELD ON TUESDAY 17th MAY 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. To elect the Chair of the Council for 2022/23 and signing of the 'Declaration of Acceptance of Office'
2. Apologies for absence
 - a) To Receive Apologies
 - b) To Accept Apologies
3. 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
4. Public Session (15 mins max):
 - a) Reports or comment from any member of the public
 - b) Reports or comment from ESC or SCC Councillors
5. To elect the Vice- Chair of the Council for 2022/23 and signing of the 'Declaration of Acceptance of Office'
6. To sign Minutes of meeting dated 19th April 2022
7. To appoint persons to the following offices:
 - a) Responsible Finance Officer
 - b) Tree Warden
 - c) Footpaths Warden
 - d) SALC Representative (+ meetings)
 - e) Police/ASB Liaison (+ meetings)
 - f) Internal Auditor
 - g) Maintenance Officer
 - h) Ufford Community Hall representative
 - i) Representative of ESC Community Partnership
 - j) Friends of Parklands Wood Group representative

8. To receive any Changes to Member's interests and to remind Councillors to review their entry on the ESC Register of Interests Website
9. To confirm all Standing orders and Direct Debits presently set up for the Council
10. To discuss and agree response to the following Planning Applications or Appeals:
 - a) DC/22/1412/FUL - Rear and side extensions, dormer to rear roof, re cladding of existing extension and the replacing of all windows and doors at The Orchards, Old Bredfield Road, Ufford
11. To acknowledge previous months list of ESC Planning decisions and to discuss any other planning matters or reports, to include:
 - a) Update on the Appeal of refusal of DC/20/1521/FUL Care Village off Yarmouth Road, Melton
12. Neighbourhood Plan:
 - a) To receive a report from the NP Working Group (including meetings with prospective Consultants)
 - b) To appoint a Consultant for the Ufford NP Project
 - c) To discuss additional hours worked by the Clerk and suitable remuneration
13. Finance Matters:
 - a) To receive Accounts as at 30th April 2022
 - b) To discuss making a grant to SARS for organising the First Aid and Defibrillator Use Course
 - c) To authorise the following Invoices for Payment:

i. J Hallett (Salary and Expenses)	£782.88
ii. SCC Pension Fund (Clerk's Pension)	£184.55
iii. Westcotec Ltd (New SID)	£3,480.00
iv. Realise Futures Ltd (Bench for Sogenhoe Chapel)	£332.40
v. Matthew Allen (Work in Parklands Wood)	£720.00
vi. <i>Any invoice coming forth</i>	
 - d) To note Payments made since last meeting:
 - i. None
 - e) To note Payments received since last meeting:

i. ESC (Precept)	£11,051.52
ii. ESC (CIL Receipt)	£162.78
14. Project Updates – To receive updates on the following projects:

a) Broadband Project	c) Street Light Upgrade
b) Water Sampling of the River Deben	d) Quiet Lanes
15. Recreation Ground and Parklands Woods:
 - a) To discuss the Play Park Inspections carried out by Ipswich Borough Council and possibly changing provider (*c/f from April meeting*) - *information sent to all Councillors 4th April 2022*
 - b) To receive update on the application to Rural Payments Agency for High Level Stewardship Grant
 - c) To discuss placing a Clothing Bank at the Recreation Ground

16. Highways/Footpaths:
- a) Speed Indicator Device:
 - i. To consider purchasing the Data Collection facility for the SID (£550.00 + VAT)
 - ii. To consider requesting additional posts are erected in the village to allow the SID to be moved.
 - b) To discuss the 'Clean for the Queen' initiative
17. Documentation – To review and adopt:
- a) Asset and Responsibilities Register (May 2022) – *sent to all on 15th April and 10th May 2022*
 - b) Reserves Policy (May 2022) - *sent to all on 25th April 2022*
 - c) Standing Orders (April 2022) – *sent to Councillors on 5th May 2022*
 - d) Model Councillor Code of Conduct 2020 - *sent to Councillors on 5th May 2022*
18. To receive reports on meetings attended on behalf of the Council, including:
- a) Woodbridge & District ASB - 21st April - *DF attended, summary sent 22/4/22*
19. To receive agenda items for next meeting and agree date of Next Meeting (21st June 2022)

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