

Parish Council of Ugley

Minutes of the Annual Parish Council Meeting of Ugley held on Monday 22 May 2023 at 7.30pm, in the Ugley Village Hall

Present:

Cllr. Nick Shutes (Chairman), Cllr. Jonathan Harding, Cllr. Clayton Powter, Cllr. Elizabeth Reay, and Mrs. Louise Johnson (Parish Clerk)

Members of the Public:

1 plus, District Cllr. J Loughlin

All members signed the Declaration of Acceptance of Office

1. Election of Chairman

Proposal: Cllr. Shutes is elected as Chairman of Ugley Parish Council for the coming year.

Cllr. Clayton proposed, Cllr. Harding seconded; the vote was carried unanimously.

Cllr. Shutes signed the 'Declaration of Acceptance of Chairman'.

Cllr. Shutes welcomed Cllr. Harding to the Parish Council.

2. Election of Vice-Chairman

Proposal: Cllr. Pryor is elected Vice-Chairman of Ugley Parish Council

Cllr. Shutes proposed, Cllr. Powter seconded, the vote was carried unanimously.

3. To receive and approve apologies for absence.

Cllr. Nick Bowers, Cllr. Matt Francis and Cllr. Roger Pryor and Essex County Cllr. Ray Gooding.

4. Declarations of interest: None.

5. Approval of the Minutes

The minutes of the meeting held on Monday 27 March 2023 were approved and signed by the Chairman as a true and accurate record.

6. District Councillor's report

UDC are holding a Full Council meeting on 23 May 2023. The Leader will be elected plus appointments of the committees and working groups.

7. Planning

Planning Applications submitted to UDC.

7.1. UTT/23/0913/FUL 1 no. dwelling with associated car ports and landscaping. Land to the East of Cambridge Road, Ugley. **No Objection.**

7.2. UTT/23/1085/FUL 1 new detached dwelling and garage following demolition of existing property. Newlands Cottage, Ugley Green. **No objection.**

- 7.3. UTT/23/1213/FUL** Demolition of building under class uses B1, B2 and B8. Erection of 4 dwellings with associated carports and landscaping work. Land North of the Forge, Cambridge Road.

Ugley Parish Council object to this application

The previous application on the site was refused by UDC. Ugley Parish Council feel that the objections given by UDC for refusal have not been fully addressed by the applicant and still stand. The urbanising effects within the countryside, the effect on the ancient woodland, access, shops and schools not within reasonable walking distance and causing loss of employment.

Cllr. Loughlin has called this application in and has requested a site visit.

Planning applications decided by UDC.

- 7.4. UTT/23/0609/HHF** Proposed single storey link extension to create new entrance lobby and link to existing detached garage. Newlands Cottage, Ugley Green. **Approved.**

- 7.5. UTT/23/0200/LB** Retention of replacement of wooden shingles to extension roof with natural slate. Proposed repaint outside walls from yellow to cream, repaint front door from dark blue to black to match windows and frames. Replacement of UPVC window with black painted timber and leaded light window. Chestnut Cottage, Cambridge Road, Ugley. **Approved.**

8. The Certificate of Exemption 2022/23

Cllr. Shutes and the Parish Clerk signed the Certificate of Exemption.

9. The Annual Governance Statement 2022/23

Cllr. Shutes and the Parish Clerk signed the Annual Governance Statement.

10. The Accounting Statement 2022/23

Cllr. Shutes and the Parish Clerk signed the Accounting Statement agreed to the bank statement.

11. Clerk's Report

11.1. Election

The Parish Clerk reminded all Councillors that they must fill in the expenses form by 1 June 2023 and the Declaration of Interests form by 6 June 2023: both forms must be returned to UDC.

11.2. Banking

The bank form authorising the removal of David Cross as a signature and adding Roger Pryor was signed by Cllr. Shutes and the Parish Clerk. Cllr. Pryor now has to provide identification to the bank.

11.3. Auditor

Ugley Parish Council's finances for 2022/23 have been inspected by the council's auditor: everything was in order.

11.4. Book

David Cross's long service to Ugley Village, the Parish Council were going to

purchase a '100 Parishes' book. Unfortunately, this book is no longer being published, Councillors are to try and think of an alternative.

11.5. Highways

The Parish Clerk gave an example of the frustrations of Essex Highways. On 14 July 2022 the Parish Clerk reported a vegetation problem on the footpath along Cambridge Road which was becoming unpassable for pedestrians. Essex Highways replied giving a reference 2786374 and explained that an inspector would undertake an initial assessment and decide if any action is to be taken, this process may take up to 28 days.

On the 22 March 2023, over 8 months since reporting the problem, Highways sent an email saying the road has now been inspected but does not meet requirements for work to be carried out but will be routinely monitored.

12. The General Power of Competence

The General Power of Competence gives a Council 'the power to do anything that an individual may do as long as they do not break any laws. The criteria to exercise the power is at least two-thirds of the Council are elected members and the Clerk must hold a CiLCA.

13. **Proposal:** Ugley Parish Council agree that they meet the criteria for eligibility and can continue to exercise the 'General Power of Competence' for the following year.
Cllr. Shutes proposed, Cllr. Powter seconded, the vote was carried unanimously.

14. Update on Ugley Parish Council's Website

As Cllr. Francis was not at the meeting this will be carried over to the July's meeting.

15. Finance

St. Peter's Church had sent a copy of the invoice for the maintenance of the grass, trees and hedges in the graveyard. The total was £4,312 for the year. They asked if the Parish Council would make a grant towards the cost.

The Parish Clerk had circulated to all Councillors the NALC document, L01-18 Financial Assistance to the Church.

It was agreed to give the Church a grant of £500.

- Cashflow – Circulated.
- The following payments were authorised.

01/04/2023	L Johnson	BACS	£695.46
15/01/2023	H M Revenue	BACS	£168.60
18/04/2023	EALC	BACS	£159.22
10/05/2023	Hilbery Turf	BACS	£96.00

The bank statement, reconciliation and a report of spending was presented to the council which was agreed and signed by Cllr. Shutes.

1 April 2023	£8,683.86
L Johnson	£695.46
EALC	£159.22

H M Revenue	£168.60
HilberyTurf	£96.00
Precept	£3,500.00
Bank Balance 22/05/2023	£11,064.00

16. Any other business

There was no other business.

The meeting finished at 8.45pm.