

Parish Council of Ugley

Minutes of the Parish Council Meeting of Ugley held on Monday 25 February 2025 at 7.00pm, in the Ugley Village Hall

Present:

Cllr. Nick Shutes (Chair), Cllr. Roger Pryor (Vice Chair), Cllr. Nick Bowers,
Cllr. Matt Francis, Cllr. Jonathan Harding, Cllr. Clayton Powter, Cllr. Elizabeth Reay
and Mrs. Louise Johnson (Parish Clerk)

Members of the Public:

District Cllr. Janice Loughlin

- 1. To receive and approve apologies for absence:** County Cllr. Ray Gooding.
- 2. Declarations of interest:** No declarations.
- 3. Approval of the Minutes:** The minutes of the meeting held on Monday 13 January 2025 were approved and signed by the Chair as a true and accurate record.

4. District Councillor's report.

A Full Council meeting is being held on Tuesday 25 February 2025. Included on the agenda is the agreement of the budget 2025/2026. Also, on the agenda is a member's motion regarding the cancellation of the ECC election. The motion calls upon all four county councillors representing the County Divisions within Uttlesford to resign in March 2025 and seek re-election in May 2025, through the statutory process for by-elect.

It is still unknown when UDC's planning will come out of special measures.

5. Planning applications submitted to UDC. None.

5.1. Approved under S62A

S62A/2024/0058 Construction of 16 dwellings including 40% affordable housing and associated infrastructure at Land East of Ugley Village Hall, Cambridge Road, Ugley. Approved under S62A.

6. Renewal of Policies.

Proposal: Ugley Parish Council agree to continue with the present Code of Conduct. Cllr. Shutes proposed, Cllr. Pryor seconded, the vote was carried unanimously.

Proposal: Ugley Parish Council agree to continue with the present Standing Orders. Cllr. Shutes proposed, Cllr. Pryor seconded, the vote was carried unanimously.

7. Internal auditor.

Proposal: Ugley Parish Council employ Mrs Victoria Waples to carry out the 2024/2025 internal audit.

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

8. Parish Clerk's report.

The next meeting on the 31 March will be the Annual Parish Meeting.

Members reviewed the Financial Regulations. To align with the Financial Regulations, as from the 1 April 2025 the Parish Clerk has the authority to pay invoices under £500 and within the agreed budget. The Parish Clerk must check the invoice for accuracy and validity. A form will be presented at each Parish Council meeting listing the payments, showing the budget the funds have been deducted from and the amount left after payment.

Any payment that is over £500 or over the budget must be agreed by two councillors before payment can be made.

Proposal: Ugley Parish Council adopt these changes.

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

Financial Report.

Brought Forward	£7,711.93
Microsoft	£59.99
HMRC	£128.60
Total	£7,523.34

The payments were agreed for payment and signed by two councillors.

The list of payments had been circulated to all councillors.

The current bank statement had been circulated to all councillors.

The updated budget had been circulated to all councillors.

9. Any Other Business (no decisions can lawfully be made).

Cllr. Reay started that work had still not started on the verge by the 'toot toot bridge', despite reporting the dangerous condition to Cllr. Gooding.

Cllr. Bowers said he had been asked by a resident on how to address a problem in the village. Building work has caused significant damage to his shared access driveway and public footpath. Cllr. Bowers asked them to email the Parish Clerk with the details.

10. The meeting finished at 7.24pm.