Ufton Parish Council

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To all Parish Councillors **28th August 2025**

You are hereby summoned to attend a meeting of Ufton Parish Council to be held on Tuesday 2nd September 2025 in Ufton Village Hall, Southam Road, Ufton commencing at 8.00pm for the purpose of transacting the following business.

Jackie Chapman
Clerk to Ufton Parish Council

Members of the public and press are welcome to attend the meeting.

AGENDA

1. Record of Members Present

2. Apologies for Absence

3. Acceptance of Apologies

4. Declaration of Interest
Councillors are 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.

5. Dispensations
To receive and consider granting dispensation requests.

6. Open Forum – (15minutes)
Members of the public may raise any matter relating to items on this Agenda.

WCC / SDC Representatives Reports

7. Minutes of Last Parish Council
To approve the minutes of the Parish Council meeting held on 1st July 2025. Enclosure A

8. Planning

8.1 The following planning application has been received since the last meeting held on 1st July 2025.

Application Number	Address	Proposed work	Comments due by
25/01598/TPO	The Old Rectory Southam Road Ufton	T11 Chilean pine - Fell	No comment made

8.2 The following planning decisions have been received since the last meeting held on 2025.

Application Number	Address	Outcome
25/01598/TPO	The Old Rectory Southam Road Ufton	Approved

9. Finance

9.1 Bank Balance and Bank Reconciliation
As of 31st August 2025, Enclosure B

9.2 Direct Debit Payments/Standing Orders Enclosure C

Date	Name	Account	£
07.07.25	HMRC (S/O)		63.20
09.07.25	Yu Energy	2000205119	71.39
09.07.25	Yu Energy	2000205120	9.58
09.08.25	Yu Energy	2000205119	73.37
09.08.25	Yu Energy	2000205120	9.91
01.08.25	Clerk salary July 2025 paid 01.08.25 (S/O)		257.00
07.08.25	HMRC (S/O)		63.20

9.3 Payments made since last meeting Enclosure D

Date	Name	£
16.07.25	Mrs J Chapman reimbursement for Speed Gun	189.38

9.4 Payments for authorisation Enclosure E

Name	£
Mrs J Chapman August Ufton News (180 sheets x £0.09 per sheet)	16.20
Mrs J Chapman difference between current salary and new salary following wage increase	
HMRC separate payment to reflect the additional money owed following the clerks annual pay award	

9.5 Annual Governance and Accountability Review 2024 – 2025

9.5.1 Email from external auditors Moores, confirms the AGAR 2024 – 2025 has been received and no further action is necessary.

9.5.2 To confirm the Notice of Public Rights (Exempt Authority) was displayed on the Parish Council Noticeboard for the period Monday 30th June 2025 – Monday 11th August 2025 and no applications were made by the public to view the accounts.

9.6 Clerk Pay Award 2025

To note the annual pay award equating to £0.48 per hour increase, amounting to £115.92 per year extra. Enclosure F

9.6.1 Authority to amend standing orders (Clerk salary and HMRC)

To take into account pay award. Enclosure G

9.7 Website

To consider moving to Hugofox website at a cost of £11.99 (£9.99 + £2.00 vat per month) Enclosure H

10. HS2

To receive any update on HS2 work within the vicinity.

11. Parish Boundary

Cllr Crowther to update the meeting.

12. Community Speedwatch

Speed Gun obtained, date for training to be agreed with Police

13 Retention of Pelican Crossing

WCC have confirmed via email they are giving consideration to the retention of the Pelican Crossing Enclosure I

14. Ufton Tidy Up

To set the date for the next tidy up

15. Items for Next Agenda

16. Date of Next Meeting Tuesday 7th October 2025