

Uplyme Parish Council

55 Shearwater Way, Seaton, Devon, EX12 2FT Tel: 07413 947067

Chairman: Councillor Chris James – Vice Chair: Councillor Paulene Frost - Clerk: Ricky Neave

Minutes of the meeting of Uplyme Parish Council held at the Uplyme Village Hall on Wednesday 11th April 2018 at 7.15pm.

Present: Councillors

Councillor A Turner, Mason, Pratt, Pullinger, Kidson, Duffin, Frost, R Turner, James (Chair) and 5 members of the public.

In attendance: The Parish Clerk, Ricky Neave

Key: Councillors Hand Vote (For – Against)

7.15pm Public Question Time

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 972 s 100.

Resident reported that Uplyme was in need of a spring clean (Weeding and Litter) and some of the drainage and ditches needed clearing again. Councillor R Turner suggested we organise a day with volunteers to clear the weeds and litter, starting outside the 'Black Dog' tea rooms on Sunday, 13th May 2018. Clerk advised resident to contact Fluxy's (Drainage and Ditches) via Councillor Pratt to organise and clear the ditches.

Report from County Councillor – Mr Ian Lloyd Hall

Councillor Hall reported on behalf of Highways the frustration around the recent communication and road closure.

Potholes are a serious issue around East Devon at the moment, notably the one filled in by resident accompanied by an Uplyme Chapter 8 resident at Burrowscott in Lyme Road, which has caused damage to vehicles and safety concerns.

Clerk/Chairman to send letter of complaint to Highways regarding potholes who feel let down by recent inactivity by their department.

Councillor Hall and Neil Parish (MP) are campaigning for a new loop on the rail network from Axminster to Exeter to improve links for individuals and businesses to commute on a quicker and more reliable service.

Councillor Hall recently attended a meeting at Seaton regarding mental health and is hoping to broaden out the education to Axminster to create Health Hubs and form a strategy around this important subject.

Item	Agenda
18/79	<p>Acceptance of apologies for absence</p> <p>Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.</p> <p>Resolved: Councillor Ostler sent advanced apologies for absence due to other commitments. Council resolved his reason for absence.</p>
18/80	<p>Dispensations</p> <p>Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.</p> <p>Resolved: noted, that none had been requested.</p>
18/81	<p>To receive declarations of interests Local Authorities</p> <p>(Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p> <p>Resolved: Councillor Pratt declared an interest in item 19, Uplyme Football Club – Funding Enquiry and took no part in the conversations and/or decisions.</p>
18/82	<p>Exclusion of the Press and Public Standing Order #1c</p> <p>The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.</p> <p>Resolved: not required</p>

18/83	<p>Chairman's announcements</p> <p>The Chairman announced that the Parish had given local resident James Booth a small donation to cover costs for machinery and fuel regarding major work carried out in the Parish. A Thank you letter was received from James Booth.</p>
18/84	<p>To receive and sign the minutes of the Full Council meeting held on 14th March 2018 (Previously circulated) LGA 1972 Sch 12 para 41(1)</p> <p>Resolved: that they were a true record of the meetings decisions: Proposed Councillor A Turner Seconded Councillor R Turner. Vote (9 - 0)</p>
18/85	<p>Planning</p> <p>Planning report and any other planning business.</p> <p>(Please note: in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body)</p> <p>Applications considered by Planning Committee since last meeting: (Full details available in planning minutes)</p> <p>18/0435/FUL, Sea Mist, Rocombe, Lyme Regis, DT7 3RR, Demolition of existing garage and construction of two storey rear and side extension, including a balcony and construction of new front porch and veranda, Mr And Mrs Buckingham. Supported</p> <p>18/0484/FUL, 4 Ethelstons Close, Uplyme, Lyme Regis, DT7 3UJ, Extension to garage to provide for further storage, Mr David Campbell. Supported</p> <p>18/0497/FUL, Woonsocket, Venlake, Uplyme, Lyme Regis, Devon, DT7 3SE, Construction of garden room, Vanessa Plana. Supported</p> <p>18/0544/FUL, 7 Barnes Meadow, Uplyme, Lyme Regis, DT7 3TD, Insertion of a dormer window on the front (north) elevation of the house at second floor level, Ms Kim Sankey. Supported</p> <p>18/0584/FUL, Land East Of Ware Cross, Uplyme, Temporary retention of seasonal Park and Ride facility from 30th March 2018 to 30th September 2018, Lyme Regis Town Council. Not Supported</p> <p>Planning application decisions made by EDDC/DCC since last meeting:</p> <p>18/0144/FUL, Little Croft, Rhode Lane, Uplyme, Lyme Regis, DT7 3TX, Construction of double garage, Mr Stuart Booth, Approved</p> <p>18/0196/FUL, Hunters Cross Farm, Yawl Hill Lane, Uplyme, DT7 3RW, Demolition of outbuildings and replacement with annexe accommodation, Mr & Mrs Wellman, Approved</p> <p>18/0176/FUL, Hunters Cross Farm, Yawl Hill Lane, Uplyme, DT7 3RW, Remove existing storage barn and erect new stable building, Mr & Mrs Wellman, Approved</p> <p>18/0363/FUL, Cranbrook, The Glen, Uplyme, Lyme Regis, DT7 3TR, Construction of single storey extension, porch and enlarged dormer, Rawlins, Approved</p> <p>18/0331/FUL, Abbotswell, Lyme Road, Uplyme, Lyme Regis, DT7 3TJ, Redesign of fire damaged south facing elevation; increase in ridge height to the south elevation and addition of gables; proposed extension to connect existing house/annexe, Mr & Mrs Weldin, Approved</p> <p>18/0417/FUL, Pitt White, Mill Lane, Uplyme, Lyme Regis, DT7 3TZ, Construction of dormer window, Ms Butterfield, Approved</p> <p>18/0435/FUL, Sea Mist, Rocombe, Lyme Regis, DT7 3RR, Demolition of existing garage and construction of two storey rear and side extension, including a balcony and construction of new front porch and veranda, Mr And Mrs Buckingham, Approved</p> <p>18/0484/FUL, 4 Ethelstons Close, Uplyme, Lyme Regis, DT7 3UJ, Extension to garage to provide for further storage, Mr David Campbell, Approved</p> <p>18/0497/FUL, Woonsocket, Venlake, Uplyme, Lyme Regis, Devon, DT7 3SE, Construction of garden room, Vanessa Plana, Approved</p> <p>18/0544/FUL, 7 Barnes Meadow, Uplyme, Lyme Regis, DT7 3TD, Insertion of a dormer window on the front (north) elevation of the house at second floor level, Ms Kim Sankey, Approved</p>

18/86	<p>Approval and signing of Parish Accounts for the month of March 2018 Internal Audit Accounts & Audit Regulations 2003 reg 2 Resolved: the Council approved the accounts for March 2018. Council noted that the Unity Trust Bank balance states £31,552.59 as of the 31st March 2018 and is the closing bank balance for financial year 2017/18. Proposed Councillor R Turner Seconded Councillor Pullinger (9-0)</p> <table border="1"> <thead> <tr> <th>Gross</th><th>Payee</th></tr> </thead> <tbody> <tr> <td>£1,039.82</td><td>R Neave Clerk Salary March 2018 24 hrs pw</td></tr> <tr> <td>£7.50</td><td>Parish Monthly Telephone Charge</td></tr> <tr> <td>£35.00</td><td>Data Protection Register Fee 2018/19</td></tr> <tr> <td>£46.80</td><td>Parish & Clerk Expenses (Feb 2018)</td></tr> <tr> <td>£589.33</td><td>Fluxy's Garden Services (February 2018)</td></tr> <tr> <td>£220.00</td><td>Fluxy's Drainage & Ditches (Feb 2018)</td></tr> <tr> <td>£625.06</td><td>Came & Company Parish Insurance 2018/19</td></tr> <tr> <td>£312.00</td><td>Blaze Concepts new provider email/website</td></tr> <tr> <td>-£660.00</td><td>A J Wakely re: Bridell x 2 plot 344, ashes</td></tr> <tr> <td>-£500.00</td><td>Locality Budget re: Trinity Hill clearance</td></tr> <tr> <td>£18.00</td><td>Unity Bank Service Charge</td></tr> <tr> <td></td><td></td></tr> <tr> <td>-£1,160.00</td><td>Monthly Income</td></tr> <tr> <td>£2,893.51</td><td>Monthly Expense</td></tr> <tr> <td>£1,733.51</td><td>Monthly Balance</td></tr> </tbody> </table>	Gross	Payee	£1,039.82	R Neave Clerk Salary March 2018 24 hrs pw	£7.50	Parish Monthly Telephone Charge	£35.00	Data Protection Register Fee 2018/19	£46.80	Parish & Clerk Expenses (Feb 2018)	£589.33	Fluxy's Garden Services (February 2018)	£220.00	Fluxy's Drainage & Ditches (Feb 2018)	£625.06	Came & Company Parish Insurance 2018/19	£312.00	Blaze Concepts new provider email/website	-£660.00	A J Wakely re: Bridell x 2 plot 344, ashes	-£500.00	Locality Budget re: Trinity Hill clearance	£18.00	Unity Bank Service Charge			-£1,160.00	Monthly Income	£2,893.51	Monthly Expense	£1,733.51	Monthly Balance
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18/87	<p>Millennium Copse Council is asked to note, discuss and approve payment of £713.00 (gross) for final completion of the transfer of land by Bevis & Beckingsale LLP. Resolved: the Council agreed to issue final payment of the transfer of the deeds of the Millennium Copse. The Clerk advised Councillor Duffin to contact Fluxy's for the spraying of the footpath as he is certificated and qualified to use the correct chemicals. Proposed Councillor A Turner Seconded Councillor Kidson (9-0)</p>																																
18/88	<p>Society of Local Council Clerks 2018/19 Membership Renewal Council is asked to consider and approve the payment for the membership renewal of £147.00 for 2018/19 (SLCC). The SLCC is the first stop for professional queries by experienced advisors regarding legislation and regulations. Resolved: the Council approved renewal and payment of £147.00 for membership of the Society of Local Council Clerks 2018/19. Proposed Councillor James Seconded Councillor Kidson (9-0)</p>																																
18/89	<p>Snow Gritter/Salt Spreader Purchase Council is asked to discuss and approve £498.00 for the purchase of a robust salt spreader from Cowling Agriculture for reliable use around the Parish in adverse weather conditions. Resolved: the Council discussed and approved payment immediately for a replacement robust salt spreader for £498.00. The Council also agreed to approve the route of the small claims court and the 'Sale of Goods Act' after discussions and failure of the £3,166.74, Magnum S575P Salt Spreader which was purchased on 11/02/2015 and has never worked at a time when needed, despite numerous contacts with the suppliers Kingfisher to rectify the problem. Proposed Councillor A Turner Seconded Councillor Pratt (9-0).</p>																																
18/90	<p>Clerks Annual Scale Point Increase Council is asked to note and approve annual increase from 01/04/2018 from scale point 21 to scale point 22 (£10.47 per hour to £10.74 per hour) in line with the contract of employment and the 2004 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. Resolved: the Council agreed to approve the Clerks annual increase. Proposed Councillor James Seconded Councillor Pullinger (9-0).</p>																																

18/91	<p>Community Grants (S137) Resolved: Following recommendation from the Finance meeting (08/11/2017), the Council approved funding (S137) for the Community Grants for 2018/19 to the following: £250.00, Uplyme Church Parish Magazine £510.00, King George's Field £250.00, CAB Bridport £350.00, Axe Valley Ring & Ride Proposed Councillor Duffin Seconded Councillor Pratt (9-0).</p>																								
18/92	<p>Payments LGA 1972 s150 (5) Resolved: Council reviewed and approved the items of expenditure and income (-) for April 2018. Proposed Councillor A Turner Seconded Councillor Frost (9-0)</p> <table border="1"> <thead> <tr> <th>Gross</th><th>Payee</th></tr> </thead> <tbody> <tr> <td>£44.00</td><td>L Wakeman Domain Register and Transfer</td></tr> <tr> <td>-£17,569.50</td><td>East Devon DC Precept</td></tr> <tr> <td>£147.00</td><td>2018/19 SLCC Membership Renewal</td></tr> <tr> <td>£498.00</td><td>Cowling Agriculture - Tractor Salt Spreader</td></tr> <tr> <td>£3.00</td><td>Stationery lever arch finance file</td></tr> <tr> <td>£54.00</td><td>Clerks mileage and expenses</td></tr> <tr> <td>£7.50</td><td>Parish Monthly Telephone Charge</td></tr> <tr> <td>£1,041.43</td><td>Clerks Salary scale pt 22 from 01/04/2018 (24 hrs)</td></tr> <tr> <td>£316.44</td><td>HMRC PAYE NI & Tax Payments 070PL00178480 1812</td></tr> <tr> <td>£713.00</td><td>Beviss & Beckingsale LLP/Millennium Copse</td></tr> <tr> <td>£589.37</td><td>Fluxy's Garden Services (March 2018)</td></tr> </tbody> </table>	Gross	Payee	£44.00	L Wakeman Domain Register and Transfer	-£17,569.50	East Devon DC Precept	£147.00	2018/19 SLCC Membership Renewal	£498.00	Cowling Agriculture - Tractor Salt Spreader	£3.00	Stationery lever arch finance file	£54.00	Clerks mileage and expenses	£7.50	Parish Monthly Telephone Charge	£1,041.43	Clerks Salary scale pt 22 from 01/04/2018 (24 hrs)	£316.44	HMRC PAYE NI & Tax Payments 070PL00178480 1812	£713.00	Beviss & Beckingsale LLP/Millennium Copse	£589.37	Fluxy's Garden Services (March 2018)
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18/93	<p>Uplyme Village Emergency Plan Resolved: Council noted and discussed the latest updated Emergency Plan. Following advice from DALC the Clerk reported that because of the forthcoming General Data Protection Regulations that there should be two versions, one restricted for relevant Parish personnel and another anonymised for outside groups and individuals who require the report. If a restricted document that contains personal and confidential information is required, it must be kept secure and put in writing for their agreement to hold the information securely and keep the record safe. The Council will revisit the approval at the next meeting. Councillor R Turner reminded the Clerk that the defibrillator at the village hall needs to be added to the plan.</p>																								
18/94	<p>Pothole Issues in and around the village Council is asked to discuss latest issues, reports and repairs on the potholes in and around the village. Also, the repair of a recent pothole by local resident James Booth and costs. Resolved: Council discussed the latest issues with potholes around the village and agreed the current system for repairs is unacceptable. It was suggested that the Parish join the Road Warden scheme to enable them to acquire ten buckets of tarmac for infilling. Councillor Hall was unaware that the Parish had two chapter 8's qualified. The Council stressed how important this was regarding health and safety and would like this addressed from EDDC and DCC.</p>																								
18/95	<p>Uplyme Flood Management Council is asked to discuss and consider current and future projects regarding flood management in Uplyme. Resolved: Councillor Ostler has continued to liaise with John Galt (Flood Risk Project Engineer, DCC) regarding local works on a regular basis, offering solutions to current and future problems, with the latest advice from Councillor Ostler to increase the diameter of the underground pipe in Pound Lane to avoid blockage. Future work will be discussed and reported to Council when appropriate.</p>																								
18/96	<p>Uplyme Traffic Management (Committee) Council is asked to discuss, organise and provide solutions for future projects and works regarding traffic management in the parish. Resolved: the Council discussed in detail the importance of the Uplyme Traffic Management and the future of</p>																								

	<p>up and coming projects, especially the works in Lyme Road which involves the impact of current essential village business's like the shop and petrol garage which holds emergency fuel reserves for the services of the Royal National Lifeboat Institution and local nurses when there is a crisis and/or fuel strikes, plus the convenience of local villagers. Councillor James proposed that initially the Council could engage a professional analysis of a road and pedestrian flow strategy at a cost of approximately £450.00 with a possible local committee/group to follow in the future. The committee agreed. Proposed Councillor James Seconded Councillor Duffin (9-0). There may be possible funding from the County Councillors locality budget.</p>
18/97	<p>Cemetery – Dogs on lead sign</p> <p>Following an incident in the cemetery with a dog running loose and damaging flowers, the council is asked to note, discuss and approve appropriate signage for the entrances to the cemetery.</p> <p>Resolved: the Council discussed and approved the purchase of three dog signs with the wording 'Dogs MUST be on leads' for the entrances to the cemetery. The Clerk to purchase and advise the Council of costs. Proposed Councillor R Turner Seconded Councillor Frost (9-0).</p>
18/98	<p>Police Report – March 2018 (Uplyme –KA/2A)</p> <p>Resolved: it was noted that no report to date at the time of the meeting but if the public have access to the internet, you can find the latest local crime data at https://www.police.uk/devon-and-cornwall/DEV.4083/crime/</p>
18/99	<p>Lyme Regis to Uplyme (River Lim) Path Improvements</p> <p>Council is asked to discuss the latest update and consideration of the Uplyme footpath from the village hall along the B3165 (Lyme Road)</p> <p>Resolved: the Council have not received a current update but the path improvements are going ahead with no confirmed work dates provided at this point.</p>
18/100	<p>Park and Ride, Lyme Regis Town Council</p> <p>Council is asked to discuss and note the latest update and collaboration regarding the Park and Ride planning application.</p> <p>Resolved: following the recent response and consultation from the Uplyme Planning committee, Councillor James wanted to be clear that the committee acted in a professional democratic manner with the evidence available and contrary to belief that they were not influenced by any outside or third party bodies and made their response accordingly. Also, that the Uplyme working party was fully supportive and collaborative with Lyme Regis Town council, until LRTC made an unexpected new temporary planning application.</p>
18/101	<p>Annual Parish Meeting Arrangements & Ideas (09/05/2018)</p> <p>Council is asked to discuss how it wishes to proceed with arranging the Annual Parish meeting to be followed immediately by the Annual Parish Council meeting to be held on the 9th May 2018 which will include the election of Chairman, Vice and appoint officers and committees.</p> <p>Also, if Council would like to invite any outside bodies to attend and give a report on their actions for the year and their aspirations for the future.</p> <p>Resolved: the Council noted and agreed the Annual Parish meeting on 09/05/2018 proceeds as last year with acknowledgement that the voting of Chair, Vice and sub-committee members will be elected in the subsequent following Annual Parish Council meeting.</p>
18/102	<p>Uplyme Football Club – Funding Enquiry</p> <p>Council is asked to discuss and consider possible funding request for remedial works required in the area of the football playing field. (Details circulated to Councillors by email)</p> <p>Resolved: standing orders was suspended from 8.52pm to 8.54pm to hear from Phil James (Uplyme Football Club) to the reasons for the possible S137 grant funding from the Council. The Council advised that if Uplyme Football Club would obtain the necessary permissions/consent from the landowners, EDDC tree officers and the Department of the Environment for the river works, the council would revisit their request for funding. Clerk to reply to Uplyme Football Club email with contact details for all above.</p>

18/103	<p>Emails/Letters to the Council</p> <p>Resolved: it was noted that emails and letters on the list below were received and sent to Councillors:</p> <table><tr><th>From</th><th>Subject</th><th>Received</th></tr><tr><td>Phil James</td><td>UPLYME FOOTBALL CLUB - ENQUIRY REGARDING POSSIBLE FUNDING</td><td>05/04/2018</td></tr><tr><td>Mark Richards</td><td>Ground works at Ayot, Gore Lane</td><td>03/04/2018</td></tr><tr><td>Charlotte Parkinson</td><td>New Premises Licence Application</td><td>29/03/2018</td></tr><tr><td>Amanda Coombes</td><td>Cabinet agenda 4 April 2018</td><td>23/03/2018</td></tr><tr><td>Susan Howl</td><td>Training for Town and Parish Council Councillors and Officers</td><td>20/03/2018</td></tr><tr><td>Debbie Meakin</td><td>EDDC upcoming meetings and published minutes</td><td>16/03/2018</td></tr><tr><td>highway coordination</td><td>URGENT WORKS Temporary Traffic Notice - Whalley Lane, Uplyme (TTRO1824827)</td><td>15/03/2018</td></tr><tr><td>LymeForward</td><td>Meet and Remember - Memory Café for Lyme Regis, Uplyme and Charmouth - Wednesday 21st March, 2pm, The Football Club</td><td>14/03/2018</td></tr></table>	From	Subject	Received	Phil James	UPLYME FOOTBALL CLUB - ENQUIRY REGARDING POSSIBLE FUNDING	05/04/2018	Mark Richards	Ground works at Ayot, Gore Lane	03/04/2018	Charlotte Parkinson	New Premises Licence Application	29/03/2018	Amanda Coombes	Cabinet agenda 4 April 2018	23/03/2018	Susan Howl	Training for Town and Parish Council Councillors and Officers	20/03/2018	Debbie Meakin	EDDC upcoming meetings and published minutes	16/03/2018	highway coordination	URGENT WORKS Temporary Traffic Notice - Whalley Lane, Uplyme (TTRO1824827)	15/03/2018	LymeForward	Meet and Remember - Memory Café for Lyme Regis, Uplyme and Charmouth - Wednesday 21st March, 2pm, The Football Club	14/03/2018
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18/104	<p>Parish Clerks Delegated Powers</p> <p>The Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of Council. LGA 1972 s101</p> <p>Resolved: none used.</p>																											
18/105	<p>Items for Parish Newsletter & Notice Boards</p> <p>Councillors are asked to inform the clerk the items they wish to highlight in the parish news from the meetings minutes.</p> <p>Resolved: Village weeding and litter clear up, Sunday, 13th May 2018 – Annual Parish Meeting and Annual Parish Council Meeting, 9th May 2018.</p>																											
18/106	<p>Notice of items to be taken into consideration at the next meeting in May 2018.</p> <p>Councillors are asked to highlight any further items.</p> <p>Resolved: Uplyme Village Emergency Plan</p>																											
18/107	<p>Date of next meeting</p> <p>Resolved: the Council noted that Wednesday 9th May 2018 is the date of the next regular meeting. Please note that The Annual Parish Meeting will start at 7.15pm. with the Annual Parish Council Meeting continuing immediately afterwards. All are welcome to attend. The meeting finished at 9.09pm.</p>																											
<p>Report from District Councillor – Mr Ian Thomas</p> <p>Apologies of absence sent in advance by email.</p>																												