

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



All Parish Council Meetings are open to the Public and Press

Please note that this meeting is an Extraordinary Meeting called by the Chairman for a Continuity Plan in light of the pandemic outbreak Coronavirus.

Current Health and Safety measures should be taken. It is not essential to attend if you are among the high health risk category.

Monday, 23rd March 2020

To All Members of Uplyme Parish Council

Dear Councillor,

You are summoned to an Extraordinary meeting of Uplyme Parish Council, this will be held at Uplyme Village Hall on **Monday, 23rd March 2020 at 5.00pm**. The meeting will consider the items set out below.

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety and Human Rights.

Before the meeting there will be a public session to enable the people of Uplyme to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he/she is present at the meeting of a parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of a meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the clerk prior to the meeting as there is policy which must be followed.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (07413 947067) email (clerk@uplymeparishcouncil.org) at least 24 hours before the meeting so that every effort may be made to provide access.

Ricky Neave
Parish Clerk

Wednesday, 19th March 2020

5.00pm Public Question Time

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s1 extended by the LG Act 972 s 100.

Item	Agenda
1	Acceptance of apologies for absence 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.
2	Dispensations Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.
3	To receive declarations of interests Local Authorities Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).
4	Exclusion of the Press and Public Standing Order #1c 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.
5	Chairman's announcements
6	Scheme of Delegation Council is asked to consider, review and approve the scheme of delegation so that the clerk can make certain decisions in consultation with the chair and vice-chair and increase the expenditure on revenue items that the Clerk may have the authority to spend up to the amount of £2000 from the current £500 limit during this unprecedented pandemic outbreak.
7	Council Meetings and Business Council is asked to discuss and approve a reasonable and controllable continuity plan for future developments and business.
8	Planning Committee and Meetings Council is asked to discuss and approve a way forward to consult and respond to planning applications.
9	Parish Clerks Delegated Powers LGA 1972 s101 The Clerk will give the Council details of any matters dealt with under his delegated powers since the last meeting of Council.
10	Notice of items to be taken into consideration at the next meeting in April 2020 (If applicable). Councillors are asked to highlight any further items.
11	Date of next meeting The Council is asked to note that the date of the next regular meeting will be determined by the latest information on the Pandemic Coronavirus. Please note that the Parish Council Meeting will in general start at 7.15pm. All are welcome to attend.