

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 (Virtual Meeting)

Wednesday, 8th April 2020

To All Members of Uplyme Parish Council

Dear Councillor,

You are summoned to a VIRTUAL meeting of Uplyme Parish Council, this will be held online by video conferencing on **Wednesday, 8th April 2020 at 7.15pm**. 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

Friday 3rd April 2020

7.15pm 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	<p>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.</p>																																				
2	<p>Dispensations Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.</p>																																				
3	<p>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).</p>																																				
4	<p>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.</p>																																				
5	<p>Chairman's announcements</p>																																				
6	<p>Planning Planning report and any other planning business.</p>																																				
7	<p>Approval and signing of Parish Accounts for the month of March 2020 Internal Audit Accounts & Audit Regulations 2003 reg 2 Council is asked to approve the accounts for March 2020. The Unity Trust Bank balance states £42,448.87 as of the 31st March 2020.</p> <table border="1"><thead><tr><th></th><th>Receipts and Payments (March 2020)</th></tr><tr><th>Gross</th><th>Payee</th></tr></thead><tbody><tr><td>£8.00</td><td>Uplyme Village Hall -Extra room hire Feb 2020</td></tr><tr><td>£1,120.58</td><td>R Neave Clerks Monthly new Scale 14 from 01/04/2019</td></tr><tr><td>£589.33</td><td>Fluxy's Garden Services - Monthly Maintenance Feb 2020</td></tr><tr><td>£692.26</td><td>Came & Company Insurance 2020/21 (new 3 year agreement)</td></tr><tr><td>£6.00</td><td>Cemetery Gate Hinges (Cllr Pratt)</td></tr><tr><td>£93.98</td><td>Amazon Printer Cartridges</td></tr><tr><td>£11.64</td><td>Parish Monthly Telephone & email Charge</td></tr><tr><td>£46.80</td><td>Clerks Expenses and Mileage</td></tr><tr><td>£40.00</td><td>ICO - Data Protection Annual Fee 2020/21</td></tr><tr><td>£3.00</td><td>Cemetery Compound Shed Lock</td></tr><tr><td>£148.80</td><td>Blaze concepts - Website Maintenance 2020</td></tr><tr><td>£288.00</td><td>UKSafetyStore - 8 x Traffic signs Chapter 8</td></tr><tr><td>£45.00</td><td>LymeOnline - Advert for Tender Garden contract</td></tr><tr><td>£270.00</td><td>Axe Skip Hire LTD - Annual environmental Hire</td></tr><tr><td>£161.00</td><td>SLCC Annual Membership 2020/21</td></tr><tr><td>£18.00</td><td>Unity Trust Service Charge</td></tr></tbody></table>		Receipts and Payments (March 2020)	Gross	Payee	£8.00	Uplyme Village Hall -Extra room hire Feb 2020	£1,120.58	R Neave Clerks Monthly new Scale 14 from 01/04/2019	£589.33	Fluxy's Garden Services - Monthly Maintenance Feb 2020	£692.26	Came & Company Insurance 2020/21 (new 3 year agreement)	£6.00	Cemetery Gate Hinges (Cllr Pratt)	£93.98	Amazon Printer Cartridges	£11.64	Parish Monthly Telephone & email Charge	£46.80	Clerks Expenses and Mileage	£40.00	ICO - Data Protection Annual Fee 2020/21	£3.00	Cemetery Compound Shed Lock	£148.80	Blaze concepts - Website Maintenance 2020	£288.00	UKSafetyStore - 8 x Traffic signs Chapter 8	£45.00	LymeOnline - Advert for Tender Garden contract	£270.00	Axe Skip Hire LTD - Annual environmental Hire	£161.00	SLCC Annual Membership 2020/21	£18.00	Unity Trust Service Charge
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8	Payments LGA 1972 s150 (5) Income and expense will be consulted, recorded and authorised during April 2020 as approved in the scheme of delegation (minute reference 20/6, Extraordinary Meeting) on 23/03/2020 in this emergency situation.																																																	
9	Finance 2019/20 and 2020/21 Council to hear a report from the Clerk regarding year end accounts and finance.																																																	
10	Uplyme Traffic Management Strategy and Highways Council is asked to discuss latest update and progress from the Uplyme Traffic Team to include the latest response from Highways regarding outstanding works and future actions sort.																																																	
11	Affordable Housing and Community Land Trusts Council are to hear a report from Councillor James to discuss and consider the future of affordable housing in the Uplyme Parish.																																																	
12	Community Infrastructure Levy, S106 and Funding Request monies Council is asked to hear an update regarding the request of Community Infrastructure Levy, S106 and Funding Request monies for use by Uplyme Parish.																																																	
13	Emails/Letters to the Council To note Emails and Letters received and sent to Councillors:																																																	
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	A35 Diversion	FW: NILO - Critical Incident 20200311/0004 Update 4 (Open) - A35 Between A3066 & A37 Both Directions (Dorset)	11/03/2020
	digital communications - mailbox	Website accessibility	11/03/2020
	Ian Thomas	Parish Council Meeting	11/03/2020
	Councillor Ian Hall	Fwd: Coronavirus Information	10/03/2020
	Information Commissioner's Office	ICO - Renewal confirmation ICO:00013651008	09/03/2020
	highway coordination - mailbox	Temporary Traffic Notice - GORE LANE, Uplyme (TTRO2034914)	09/03/2020
	Lyme Forward	LymeForward weekly update w/c 09/03/2020	09/03/2020
	Councillor Ian Hall	Fwd: VAS signs	07/03/2020
14	Parish Clerks Delegated Powers LGA 1972 s101 The Clerk will give Council details of any matters dealt with under his delegated powers since the last meeting of Council.		
15	Items for Parish Newsletter, Notice Boards and LymeOnline Councillors are asked to inform the clerk the items they wish to publish for the public from the meetings.		
16	Notice of items to be taken into consideration at the next meeting in May 2020. Councillors are asked to highlight any further items.		
17	Date of next meeting The Council is asked to note that Wednesday, 13 th May 2020 is the date of the next regular meeting. Please note that the Virtual Remote Parish Council Meeting will start at 7.15pm. All are welcome to join.		