



Uplyme Parish Council

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Clerk to the Council: Anne-Marie Bates

Dear Councillor,

Members of Uplyme Parish Council are hereby summoned to attend the Parish Council meeting on **Wednesday, 8th September 2021 at 7.15pm at Uplyme Village Hall** for the purposes of transacting the following business.

Under the Local Government Act 1972 Schedule 12 p10(2), a Council cannot lawfully decide any matter that is not specified on the agenda.

Members of the press and public are welcome to attend, please wear a mask and follow COVID guidelines and Notices/information at the meeting, please note a risk assessment has been carried out.

Mrs. Anne-Marie Bates
Clerk to the Council

Wednesday 1st September 2021

The Openness of Local Government Bodies Regulations 2014 allows the filming, photographing or making an audio recording of proceedings at the meeting or providing commentary orally or in writing so that the report or commentary is available as the meeting takes place or later to person(s) not present. Confidential or exempt information excluded.

Parish Council Meeting on Wednesday 8th September 2021

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the meeting dated **14th July 2021** (previously circulated).
- 3. To receive member's declarations of interest and dispensations in items on the agenda.**
- 4. Public Participation session**

There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker or time as permitted by the Chairman.
- 5. To receive the Clerk's progress report ([appendix 1](#)).**
- 6. To receive reports**
 - (a) Chairman
 - (b) Parish Councillors
 - (c) County Councillor
 - (d) Representatives on Outside Bodies

Chairman: Cllr. C James

Vice Chairman: Cllr. Mrs. P. Frost

Cllrs: P. Oakley, C. Pratt, N. Pullinger, B. Trundle, A. Turner

FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE

7. Finance

(a) Members to view and agree the payments to be made in September 2021 and those, if any made under delegation. A revised financial breakdown will be circulated at the meeting if there are any further payments to be made.

To view the Financial Breakdown ([appendix 2](#)).

(b) Members to agree the bank reconciliations for July and August 2021.

To view the bank reconciliation ([appendix 3](#)).

(c) Update regarding the Annual Return / External Auditors.

8. Co-Option of One vacant seats ([appendix 4](#)).

(a) Chairman to invite applicants to address the Council on why they would like to become a Councillor. Members to consider the applicants and vote via a secret ballot.

(b) Co-opted Members to sign Declaration of Acceptance of Office before taking their seats.

DECISION ITEMS

9. Highway issues / Update of quarterly meeting

(a) Members to receive a report and discuss any Highway issues and agree any action.

10. Neighbourhood plan and emerging Local Plan for East Devon

(a) Members to receive an update.

11. Residents and other correspondence received ([appendix 5](#)).

(a) Members to receive and discuss the correspondence received and agree any action to be taken.

12. Footpaths / Millennium Copse / Stafford Mount / King George V play area/Trinity Hill

(a) To receive an update on the footpaths in the Parish and consider any action, including issue with stagnant water under the old railway bridge-Gore Lane;

(b) To receive an update on the Millennium Copse/Stafford Mount/King George V play area / Trinity Hill and consider any action;

13. Planning

([appendix 6](#));

(a) Members to receive a report showing all the planning applications considered and EDDC outcomes.

14. Newsletter/ Notice boards/ Lyme Online

Members to forward any items for the various communication distributions.

15. Clerk / RFO vacancy ([appendix 7](#));

(a) Members to receive an update of applicants for the Clerk / RFO post.

(b) Members to note that the current Clerk / RFO last official day will be 10th September 2021.

FOR NOTING

16. Committee / Working Groups – Minutes and Reports

(a) To note the minutes from the following Committee Meetings

Planning Committee : 13th July 2021

28th July 2021 (draft)

(b) To receive an update report on:

- (i) Grounds maintenance
- (ii) Cemetery
- (iii) Working Groups

17. Public Forum and to receive Items for next agenda from Members.

(a) Opportunity for residents to raise any concerns or ideas for future consideration.

(b) Members to forward any agenda items for the next meeting.

18. Date of future meetings

Members to discuss when the next meeting of the Full Council will be held (Wednesday **13th October 202** or **another date to be confirmed**) at the Uplyme Village Hall at 7.15pm.