



Uplyme Parish Council

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Minutes of the Meeting of the Council held on Wednesday 14th July 2021 at Uplyme Village Hall at 7.15pm

Present: Chairman: Cllr. C. James Vice Chairman: Cllr. Mrs. P Frost

Councillors: Cllrs. P. Oakley, C. Pratt, W. Trundley, A. Turner
 P.Hackett, Miss. J. Rawlins

Officer: Anne-Marie Bates, Clerk to the Council / RFO

Members of the Public: Six

FC21/49 Apologies for Absence

Apologies for Absence received from Cllr. N. Pullinger which were accepted.

FC21/50 Approval of Minutes

RESOLVED that the minutes from Meeting of the Council held on **9th June 2021** be approved as a correct and true record and signed by the Chairman.

Proposed Cllr. Mrs. P. Frost and seconded by Cllr. W. Trundley

FC21/51 Declarations of Interest and Dispensations

None received

FC21/52 Public Participation Session on items on the agenda

A resident asked if an area of grass can be left for wild flowers, this was noted. Residents were advised that a project will be launched to have a bug hotel, wildlife area at Stafford Mount Gardens.

FC21/53 Clerks Progress Report

Members received the below Clerk's Report which was noted. Additionally that the Clerk had attended the Devon Community Resilience Forum regarding Climate Change and Emergency Planning which the Chairman also attended, they were very interesting.

DCC are offering free training for Unit 2 for sign cleaning – Members noted.

Both orders for PPE / Safety Equipment Cllr Turner has received and has put in the container. More keys are required for the container.

Assets – Clerk sent email to all Councillors asking them to advise what equipment they held. Cllr. A. Turner advised that three boxes of Christmas lights will have to be re-housed – perhaps at the hall.

APPENDIX 1 Clerk's PROGRESS REPORT

Meeting date	Task Name	Minute reference and details	Action taken (text)
Meeting 10.03.2021	New computer / Microsoft 365	21/50	In progress
Meeting 05.05.2021	Facebook Parish Council page	21/14	In progress
Meeting 05.05.2021	Devon Resilience Flooding Grant	21/20	Orders made and items received or to be received by Cllr A. Turner
Meeting 05.05.2021	Communications	21/21	Annual Report / Monthly report sent to LymeOnline, Parish News and on our website. Unfortunately the Annual Report was not printed.
Meeting 14.06.2021	Japanese Knotweed	21/31	E/DCC contacted, reported also Cllr I Hall. E/DDC and Environmental Agency do not treat or remove noxious plants. Landowner treats or appoints licensed operator.
Meeting 14.06.2021	Highways issues	21/36	Replied to resident regarding highway issues in spring head road. Resident would like signs or calming measures.

Chairman: Cllr C James

Vice Chairman: Mrs P Frost

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

Meeting 14.06.2021	Dog Signs	21/39	Dog Signs purchased, to be put up.
Meeting 14.06.2021	Cemetery – Waste Bin	21/43	Clerk arranging with EDDC, awaiting confirmation from dept. As difficulty finding location.

FC21/54 To receive reports

Chairman – Cllr. C. James said that he had contacted Cllr. I. Thomas regarding the ongoing appeals, also the situation at Hartgrove Hill Farm and briefed him on Parish Council / residents concerns.

Cllr. C. James advised Members that he would be meeting Cllr. I. Hall and David Ashford with Cllr. A. Turner and the Clerk for the quarterly Highway meeting on 28th July 2021.

Parish Councillors – Nothing to report.

County Councillor – C.Cllr. I. Hall sent his apologies as he has work commitments.

Outside Bodies – Nothing to report.

FC21/55 Finance

(a) Members viewed the finance breakdown and agreed payments for July 2021 and those made under delegation.

RESOLVED that the following payments will be settled;

Name	Details	Amount	VAT
Fluxy's Garden Services - Monthly Maintenance	Grounds Maintenance	£653.80	0
Fluxy's Garden Services – Millennium Copse	Grounds Maintenance	£90.00	0
Personnel	Personnel	£2,053.60	0
Telephone & email Charge (02/Gmail) (clerk to be reimbursed)	Telephone/Communication	£13.47	1.48
Office Allowance (Clerk)	Expenses	£18.00	0
Post Office	Stamps 12x 2 nd 12 x 2 nd L.	£19.44	0
Signsbypost reimburse Clerk	Dog Signs	£24.60	0
HMRC	Tax / NI April/May/June	£1,669.83	0
Uplyme Village Hall	Hall Hire	£69.50	0
		£4,612.24	£1.48

Chairman: Cllr C James

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(b) Members reviewed the bank reconciliations for June 21.

RESOLVED that the following bank reconciliation is agreed.

Receipts June

Wakely & Sons Cemetery Fees	Bp033	- £220.00
W G Potter Cemetery Fees	BP043	-£66.00
	TOTAL	- £286.00

Payments June			
Name	Details	Amount	VAT
Church Magazine	Grant (S137)	£300.00	£0.00
King Georges Field	Grant (S137)	£520.00	£0.00
CAB Bridport	Grant (S137)	£250.00	£0.00
Uplyme help at hand	Grant (S137)	£100.00	£0.00
Wakely & Sons	Cemetery Fees	-£220.00	£0.00
Elite Industries	Devon Resilience Funding - Flood	£390.43	£65.07
Aspli Safety	Devon Resilience Funding - Flood	£444.80	£74.12
Clerks expenses	Travel/Expenses	£18.00	£0.00
Google Email	Telephone/Communication	£4.60	£0.00
O2	Telephone/Communication	£8.00	£1.33
Fluxy's Maintenance	Grounds Maintenance	£653.80	£0.00
MC Maintenance	Millennium Copse & MTF	£90.00	£0.00
Personnel	Salary PAYE/NI	£1,215.20	£0.00
Devon Air Ambulance	Devon Air Ambulance DAA	£30.00	£0.00
W G Potter	Cemetery Fees	-£66.00	£0.00
Unity Trust Bank	Bank Charges	£18.00	£0.00
	Total	£3,756.83	£140.52

Monthly Balance Sheet	April 21	May 21	June 21
Expense (Cashbook)	6,111.45	2,607.60	£4,042.83
Income (Cashbook)	-	-1,521.58	-286.00
Monthly Balance (Cashbook)	16,129.98	1,086.02	3,756.83
Bank Statement (First DOM)	51,903.48	68,033.46	66,947.44
Bank Statement (Last DOM)	68,033.46	66,947.44	63,190.61
Bank Monthly Balance	16,129.98	-1,086.02	-3,756.83

Bank Statement Balance as at 30th June 2021 £63,190.61

Chairman: Cllr C James

Vice Chairman: Mrs P Frost

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

(c) Members to consider and agree to have a credit card linked to the Unity Trust Bank.

RESOLVED that the Clerk will hold a Parish Council Credit Card linked to Unity Trust Bank.

(d) Members to formally agree that as per the Clerks Contract the position of “Clerk to the Council” can join the Local Government Pension Scheme. (LGPS)

RESOLVED that the post holder of “Clerk to the Council” can join LGPS.

(e) Members to consider to the virement of £7.45 from earmarked reserve Devon Resilience Funding to General Reserves.

RESOLVED that the virement of the amount of £7.45 to General Reserves.

FC21/56 Co-option of two vacant seats / Committee vacancies

(a) The Chairman invited the three candidates to address the Council as to why they would like to be a Councillor. Mr. C. Sladen, Miss J. Rawlins and Mr. P. Hackett.

A secret ballot took place and the results were as follows:

Miss J. Rawlins and Mr. P. Hackett were duly co-opted onto the Council.

The Chairman thanked all three candidates and said it was very close ballot and unfortunately only two could be selected but he hoped that Mr. C Sladen would stand again for the last remaining seat which will be filled in September by co-option.

Miss J. Rawlins and Mr. P. Hackett signed the Declaration of Acceptance of Office and took their seats.

(b) Members considered nominations for the vacancy on the a) Planning Committee, b) King George’s Field Committee.

RESOLVED that Cllr. C. James is elected onto the Planning Committee (proposed by Cllr. A. Turner, seconded by Cllr. P. Oakley), no other nominations.

Cllr. P. Hackett is elected onto the King George’s Field Committee (proposed by Cllr. C. James, seconded by Cllr. A. Turner, no other nominations.

FC21/57 Highway Issues

(a) Members noted that the road signs in Spring Head Road were covered in hedging. This will be raised at the Quarterly Highways meeting on 28.07.2021.

b) Lengthsman Role (Clearing of water courses / stone traps). Cllr. A. Turner to speak to a possible Contractor, costings will have to be budgeted in the future. Clerk asked if a Service Level Agreement was in place or what was the arrangement with Devon County Council. This will be raised at the meeting.

FC21/58 Neighbourhood Plan and emerging Local Plan for East Devon

The Chairman advised that a review will have to be completed.

FC21/59 Purchase of a laminator / Shredder

Members considered the purchase of a laminator / shredder, costs were provided.

RESOLVED that the Clerk could purchase a laminator and shredder.
Cross Cut Shredder – Argos £24.99 / Fellowes L125 A3 Laminator - Argos £29.99

FC21/60 Rubbish / Dog Waste across the village

Members discussed the issue which mainly has arisen due to staffing issues at EDDC. The Hall Committee has put an additional bin but it requires signage to explain it is there for public use. The Clerk has already emailed the Hall Committee. The Parish Council pays for the dog bins to be collected three times a week and has purchased signs to remind dog owners to pick up after their dogs. Cllr. C. Pratt kindly offered to put the signs up. The Clerk advised Members that a request for a sign at Harcombe was also received, Members noted.

FC21/61 Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill

(a) The Environmental Department at EDDC has been contacted regarding the stagnant water under the old railway bridge in Gore Lane, awaiting a response.

(b) Stafford Mount, small amount of twigs, maybe able to be used for the bug hotel.

FC21/ 62 Planning

Cllr. A. Turner advised Members of the recent applications received and considerations made by the Committee. Members were provided with a spreadsheet of applications now considered by EDDC.

The Chairman thanked Cllr. A. Turner and the Committee for all their work.

Planning Applications – Update

<u>Ref</u>	<u>Property</u>	<u>Planning Application</u>	<u>PC response</u>	<u>EDDC decision</u>
21/1146/LBC	Pyms Orchard, Lyme Road, Uplyme, Lyme Regis, DT7 3TH	Replace 8no. windows: 2no. side elevation at first floor (W1 & W5); 2no. front elevation at first floor (W2 & W3); 1no. front elevation at ground floor (W4); 1no. side elevation at ground floor (W6) and 2no. rear elevation at first floor(W7 & W8)	Support	Approved 28.06.21
20/1096/FUL	Mrs Ethelstons Primary School, Pound Lane, Uplyme, Lyme Regis, DT7 3TT	Proposed replacement retaining wall	Support	Approved
21/0970/FUL	Sunbeams, Rhode Lane, Uplyme, DT7 3TX	Erection of a single storey house in garden plot	Support	Approved (06.07.21)

FC21/63 Newsletter / Noticeboards / LymeOnline

Members noted that unfortunately the Annual Report was not published by Parish News, but it is available on our website.

FC21/64 Cemetery

Members considered the purchase of a naming sign for the Cemetery.

RESOLVED that the Clerk can purchase a naming sign up to £50.

FC21/65 Devon Local Nature Partnership – Wild About Devon

Members discussed the recently launched Partnership.

RESOLVED that the Parish Council joins the Partnership.

FC21/66 Committee / Working Groups – Minutes and Reports

(a) Members noted the Planning Committee 9th June 2021 and 30th June 2021 (draft) meeting minutes.

FC21/67 Public Forum

A resident hoped that the importance of our rivers and to stop pollution is a priority. Hopefully the new Partnership Wild About Devon will assist.

FC21/68 Date of future meetings

The next meeting of the Full Council will be on Wednesday **8th September 2021** at Uplyme Village Hall at 7.15pm.

Meeting Closed 9.05pm

Signed by Chairman: _____

Date: _____