



Uplyme Parish Council

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Clerk to the Council: Zishan Adamson-Drage

Dear Councillor,

Members of Uplyme Parish Council are hereby summoned to attend the Parish Council meeting on **Wednesday, 10th November 2021 at 7.15pm at Uplyme Village Hall** for the purposes of transacting the following business.

Under the Local Government Act 1972 Schedule 12 p.10(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. Zishan Adamson-Drage
Clerk to the Council

Thursday 4th November 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 10th November 2021

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the meeting dated **20th October 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: B. Mason, P. Oakley, C. Pratt, N. Pullinger, Ms. J Rawlins, B. Trundley, A. Turner, Ms. C. Wiscombe

FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE

7. Finance

(a) Members to view and agree the payments to be made in November 2021 and those, if any made under delegation in October 2021. 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 October 2021. **To view the bank reconciliation** ([appendix 3](#)).

8. Budget Quarter 2

(a) Members to consider the progress against budget to the end of September 2021. **To view the budget vs. actual report** (appendix 4)

9. Dog bin – FP 63

(a) Request to install a further dog waste bin on Footpath 63 at a resident's expense, with the ongoing cost of emptying to be paid by the Council at £270 p.a. (2021-22 price).

10. Post Office Service

(a) Members to discuss the ongoing provision of post office services to Uplyme from January 2022, following the decision to close the current sub-office at the Murco garage.

DECISION ITEMS

11. Remembrance Day memorial

(a) Members to approve payment of a wreath, in the sum of £17, to be placed at the War Memorial to commemorate the fallen on 11 November 2021.

12. Christmas Lights

(a) Members to approve the expenditure for purchasing the 2021 Christmas lights and trees from the earmarked reserve fund, totaling £547.86.

13. To appoint the parish Tree Warden

(a) Members to consider the applicants and vote via a secret ballot.

14. Committee Membership

(a) Members to agree the membership of the following Committees: Finance, Estates & Personnel and Planning (appendix 5).

15. Highway issues / Update of quarterly meeting

(a) Members to discuss any Highway issues to be raised at the next meeting.

16. Neighbourhood plan and emerging Local Plan for East Devon

- (a) Members to receive an update.

17. Residents and other correspondence received ([appendix 6](#)).

Members to receive and discuss the correspondence received and agree any action to be taken, including

- (a) Deferred request for support for the Climate and Ecological Emergency Bill

18. 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;

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

19. Planning

([appendix 7](#));

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

20. Newsletter/ Notice boards/ Lyme Online

Members to forward any items for the various communication distributions.

FOR NOTING

21. Work of the Flood Wardens

- (a) To formally thank the flood wardens and volunteers for the work carried out to minimise the damage to property on the evening of 20th October, and for the clear up operation after flooding subsided.

22. Committee / Working Groups – Minutes and Reports

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

Planning Committee : 20th October 2021

- (b) To receive an update report on:
 - (i) Grounds maintenance
 - (ii) Cemetery
 - (iii) Working Groups

23. 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.

24. Date of future meetings

Members to discuss when the next meeting of the Full Council will be held (Wednesday **8th December 2021**) at the Uplyme Village Hall at 7.15pm.

Chairman: Cllr. C James

Vice Chairman: Cllr. Mrs. P. Frost

Cllrs: B. Mason, P. Oakley, C. Pratt, N. Pullinger, Ms. J Rawlins, B. Trundley, A. Turner, Ms. C. Wiscombe