



Uplyme Parish Council

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Minutes of the Meeting of the Council held on Wednesday 20th October 2021 at Uplyme Village Hall at 7.15pm

Present:	<u>Chairman:</u> Cllr. C. James	<u>Vice Chairman:</u> Cllr. Mrs. P Frost
	<u>Councillors:</u> Cllrs. P.Hackett, P. Oakley, C. Pratt, W. Trundley, A .Turner, N. Pullinger, Mrs. C. Wiscombe (virtually via Zoom)	
	<u>Officer:</u> Zishan Adamson-Drage, Clerk to the Council / RFO	
	<u>Members of the Public:</u> Eight, and one member of the press.	

FC21/88 Apologies for Absence

Apologies for Absence received from Cllr. Ms. J. Rawlins and County Cllr. I. Hall which were accepted. Cllr. A. Turner attended the meeting until 8.00pm, and passed on apologies for his early departure.

FC21/89 Approval of Minutes

RESOLVED that the minutes from Meeting of the Council held on **8th September 2021** be approved as a correct and true record and signed by the Chairman.

Proposed Cllr. N. Pullinger and seconded by Cllr. C. Pratt.

FC21/90 Declarations of Interest and Dispensations

None received

FC21/91 Public Participation Session on items on the agenda

Millenium Copse – a resident asked whether Becky Turner remained the Chairman of the Millenium Copse Committee since resigning as a Councillor. A request had been made to site two new trees in the Copse, and the resident wished to gain approval for planting these and to arrange a suitable site.

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FC21/92 Clerks Progress Report

Members received the below Clerk's Report which was noted. The Clerk was also welcomed to the Parish Council.

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 14.06.2021	Highways issues	21/36	Replied to resident regarding highway issues in spring head road. Resident would like signs or calming measures. Highways told about the overgrown sign.
Meeting 14.06.2021	Cemetery – Waste Bin	21/43- 64	Clerk arranging with EDDC, awaiting confirmation from dept. As difficulty finding location - still awaiting replacement.
Meeting 14.07.2021	Lengthsman	21/57	Cllr A Turner to speak to a possible Contractor. EDDC – no Service Level Agreement.
Meeting 14.07.2021	Shredder / laminator	21/59	In progress
Meeting 14.07.2021	Wild About Devon	21/65	Clerk has joined the Parish Council.

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FC21/93 Committee/Working Groups – Minutes & Reports

(a) Planning Update – this was brought forward due to Cllr. A. Turner’s need to depart early. Cllr. Turner went through the latest approved applications, and 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.

FC21/94 Post Office Service

This was brought forward due to Cllr. A. Turner’s need to depart early. Cllr. C James outlined the details of the intended Post Office closure by the current lessee. The decision to close the PO has been made by the garage owner on the basis of the proposed access/egress of the planned new primary school building conflicting with access to the Murco garage. Whilst the Council have always been in full support of the new school being built, the access and egress have remained a sticking point with the Bestic Trust who despite offers of co-operation on this issue, have yet to make an amendment to the parking access. The garage owner is reluctant to invest in improvements until this is resolved.

Cllr. A. Turner advised that this was an important amenity to the village and asked where the PO could be re-sited in the village. Cllr. C. Pratt advised that there was a threat of closure to the Lyme Regis PO, and the Raymond’s Hill PO is also up for sale, so it was likely residents would be expected to travel to Axminster to use the PO there if it closed. Cllr. Pratt advised that a new secure location would be required to maintain the service.

Cllr. C James suspended standing orders to take comments from the public present. A resident asked what the alternative was. Cllr. James identified the PO as a community asset which provided an essential service to the village and that the Council would support finding a premises and someone to run the PO if it could to maintain this service, and a consultation with residents to find out their ideas/views would be undertaken in due course. Standing orders were reinstated.

Cllr. N Pullinger pointed out that if the filling station closes, it would not only affect residents but also other local organisations such as the RNLI, Lyme Regis Town Council and the schools which was a concern.

Cllr. W Trundley asked why the garage would need to close, and pointed out that further investigation was needed regarding the legal position on unobstructed access to the garage. Cllr. Trundley believed the decision was a commercial one for the owner to make, the access would not affect his decision and, as such, the Council should not get involved.

Cllr. A Turner left the meeting. Cllr. C James advised this would remain a rolling item on the full Council agenda until consultation with the village had taken place. Cllr James and Cllr. N Pullinger (who has previously worked in the PO and is a member of the Bestic Trust) arranged to meet to discuss the issues further.

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FC21/95 To receive reports

County Councillor – C.Cllr. I. Hall sent his apologies as he has work commitments and submitted his report which was circulated to Members and noted.

Outside Bodies – Nothing to report.

FC21/96 Finance

(a) Members viewed the finance breakdown and agreed payments for September 2021 and part of October 2021

RESOLVED that the following payments were /will be settled:

Payments September

Name	Details	Amount	VAT
Personnel	Salary PAYE/NI	1,333.40	£0.00
Fluxy's Maintenance	Grounds Maintenance	653.80	£0.00
MC Maintenance	Millennium Copse & MTF	90.00	£0.00
Clerks expenses	Travel/Expenses	9.00	£0.00
Google Email	Telephone/Communication	4.60	£0.00
O2	Telephone/Communication	6.76	£1.35
Uplyme Village Hall	Room Hire	17.00	£0.00
PKF Littlejohn (external)	Audit Fee	200.00	£40.00
Fluxy's Maintenance	Grounds Maintenance	60.00	£0.00
	TOTAL	£2,392.56	£41.35

Payments October

Name	Details	Amount	VAT
Uplyme Village Hall	Room Hire	£53.00	£0.00
HMRC	HMRC Tax / NI	£329.36	£0.00
Fluxy's Maintenance	Grounds Maintenance	£743.80	£0.00
Personnel	Salary PAYE/NI	£554.05	£0.00
Clerks expenses	Travel/Expenses	£ 58.50	£0.00
	TOTAL	£1,828.71	£0.00

Income

East Devon DC Precept	Precept/East Devon Income funding	-22,241.42	£0.00
Wakely & Sons	Cemetery Fees	-110.00	£0.00
	TOTAL	£-22,351.42	£0.00

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Bank reconciliation - September

Monthly Balance Sheet	Jul-21	Aug-21	Sep-21
Expense (Cashbook)	4,612.24	2,984.00	£2,433.91
Income (Cashbook)	0.00	0.00	-22,351.42
Monthly Balance (Cashbook)	4,612.24	2,984.00	-19,917.51
Bank Statement (First DOM)	63,190.61	58,578.37	55,594.37
Bank Statement (Last DOM)	58,578.37	55,594.37	75,511.88
Bank Monthly Balance	-4,612.24	-2,984.00	19,917.51

Bank Statement Balance as at 30th September £75,511.88

FC21/97 Payment in lieu of Pension provision

RESOLVED to pay the previous Clerk a sum equivalent to the employers' contribution to the Devon Pension Fund, as contractually agreed, a total of £1,367.56. Proposed Cllr. C James, seconded by Cllr. W Trundley.

FC21/98 Budget Working Party

(a) The Finance committee is to be reformed after a hiatus due to COVID-19. Cllrs. James, Pullinger and Oakley duly agreed to become members. Other committee memberships would be considered at the next meeting.

FC21/99 Highway Issues / Quarterly Meeting

(a) Members noted that a written update was received from Mr J Hulland, who was unable to attend the meeting.

(b) The Quarterly Highways meeting took place on 28.10.2021 and the Crogg Lane Narrows, pedestrian crossing across Lyme Road and the 20mph speed limit through the village were looked at during the site visit with C.Cllr. I. Hall, Dave Ashford (DC), Cllr. C. James and Cllr. A. Turner.

Various matters were discussed and viewed including possibility of a third village 'gate' from the Black Dog tearoom to the roundabout at the Clappentail Lane junction, installation of a zebra crossing opposite the village hall especially due to the loss of the crossing patrol plus better signage.

The line of sight by Crogg Lane is too short to make it a chicane to provide a footpath, so an alternative is being sought.

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FC21/100 Neighbourhood Plan and emerging Local Plan for East Devon

RESOLVED The Chairman arranged a review of the Plan with a working group to meet on 2nd November 2021 at 6.00pm (CJ/NP/WT/CW).

FC21/101 Residents and other correspondence received

1. Highways – Town and Parish Events – Questionnaire – Cllr A. Turner
2. Defibrillator Awareness session – Richard Oaten – Date to be confirmed.
3. CEE bill – deferred to next meeting.

FC21/102 Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill

- (a) It was noted that the footpath between Whalley Lane/Barnes Meadow had been reported as needing tidied up.
- (b) Also noted was that the Millennium copse needed strimming between the trees and that some overhanging branches needed to be lopped off. **RESOLVED** to ask the contractor to ensure the area between the trees is addressed.
- (c) it was noted that the Cricket Club may be exploring extending the clubhouse by adding a storey to make a social space.

FC21/103 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 being considered by EDDC.

FC21/104 Newsletter / Noticeboards / LymeOnline

Members agreed items to include on the next edition of the Parish Newsletter were the closure of the Post Office, a summary of the discussions at the Highways meeting, noting of current Planning appeals, and names and welcome to the new Councillors and Clerk.

FC21/105 Cemetery

Members noted that the Cemetery gates had been repaired by Cllr. Pratt, but were fragile and may need to be replaced in due course. The compound was reported as tidy.

FC21/106 Working Groups

Members were advised that they need to consider which Committees they wished to be on for discussion at the next meeting. Cllr. James requested to come off of Planning Committee, which he joined temporarily.

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FC21/107 Public Forum

A resident asked what the Parish Council can do to assist with the closure of the Post Office. Members confirmed that an article would go into Lyme Online to inform the residents about the closure, and that the Council would support anyone willing to take on the Post office within the remit of the Council’s powers.

Cllr. Wiscombe (attending as a member of the public) requested that an item reminding residents to clear up hedge clippings, as the cuttings flow into and block the gullies. She also thanked those who do clear up their cuttings.

FC21/108 Date of future meetings

The next meeting of the Full Council will be on Wednesday **10th November 2021** at Uplyme Village Hall at 7.15pm.

Meeting Closed 8.40pm

Signed by Chairman: _____

Date: _____