



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, 8th December 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 2nd December 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 December 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

1) Chairman to include:

- a) report on progress with the Bestic Trust on school plans and the traffic system
- b) report on Devon County Council Leader's web forum

Chairman: Cllr. C James

Vice Chairman: Cllr. Mrs. P. Frost

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

- 2) Parish Councillors
- 3) County Councillor
- 4) Representatives on Outside Bodies

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. Grant Request

- (a) Members to consider grant application from King George's V Field to assist with drainage works following flooding, quote for works provided ([appendix 4](#))
- (b) Members to consider grant application from the Croquet Club to assist with drainage works following flooding, in the sum of £1000.

9. Setting the 2022-23 Budget/Precept

- (a) Members to consider the recommendations for the 2022-23 budget made by the Finance Committee.
- (b) Members to consider how much of the 2022-23 budget to precept for and to approve the request to East Devon District Council for that amount.

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. Remedial work to Play park

- (a) Members to consider the report received from The Play Inspection Company and schedule recommended works (and approve a budget for any associated costs) as listed ([appendix 5](#)).
- (b) Change of responsibility for Playground matters

12. Dedicated PC Emails

- (a) Members to consider whether to fund organisational email addresses for Councillors use, dedicated to Council business and publicly available for contact with residents.

13. Highway issues / Update of quarterly meeting

- (a) Members to discuss any Highway issues to be raised at the next meeting.
- (b) Report by Chair on Highways matters to include Crogg Lane, proposed zebra crossing and the removal of the traffic island at the junction of B3165 and Whalley Lane.
- (c) An update on a letter to DCC Highways concerning possible improvements to the mini-roundabout. **Neighbourhood plan and emerging Local Plan for East Devon**

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

- (a) Members to receive an update.

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

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

16. 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;

17. Planning

([appendix 7](#))

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

18. Newsletter/ Notice boards/ Lyme Online

Members to forward any items for the various communication distributions. Note: the deadline for submissions to the Parish Newsletter is the 10th December for the January edition.

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| FOR NOTING |
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19. Devon County Council Parish/Town Council Conference 2021

([appendix 8](#))

- (a) To note the report submitted by the Clerk on her attendance at the conference, and the additional sources of grants/funding available.

20. Committee / Working Groups – Minutes and Reports

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

Planning Committee: 10th November 2021

Finance Committee: 24th November 2021

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

21. 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.

22. Date of future meetings

Members to discuss when the next meeting of the Full Council will be held (Wednesday 12th January 2022) at the Uplyme Village Hall at 7.15pm.

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