



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, 9th February 2022 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 3rd February 2022

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 9th February 2022

AGENDA

1. Apologies for absence

2. Approval of Minutes

(a) To approve, as a true record, the minutes from the meeting dated **12th January 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 to include:
- b. Parish Councillors
- c. County Councillor

Chairman: Cllr. C James

Vice Chairman: Cllr. Mrs. P. Frost

Cllrs: P. Hackett, P. Oakley, C. Pratt, N. Pullinger, W. Trundley, A. Turner, Ms. C. Wiscombe

- d. 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 February 2022 and those, if any made under delegation in January 2022. 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 January 2022. **To view the bank reconciliation (appendix 3).**
- (c) Members to review progress against budget for Quarter 3 of the 2021-22 financial year **(appendix 4).**

8. Lengthsman

- (a) Members to consider the briefing report on working arrangements of the Lengthsman contractor. **(appendix 5)**
- (b) Members to formally approve the draft contract for the services of the Lengthsman. **(appendix 6)**

9. Post Office Service

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

10. Insurance

- (a) Members to consider which assets to include in insurable risks to obtain quotes before the renewal date of 6th April 2022. **(appendix 7)**

11. Code of Conduct Consultation

- (a) Members to decide on whether to submit a joint response or individual responses to the East Devon District Council Democratic Services consultation.
- (b) If a joint response, Members to formulate Uplyme Parish Council's response to consultation.

DECISION ITEMS

12. A35 Parishes Steering Group

- (a) Members to discuss membership of the group of Parishes spanning the A35 following the dissolution of Highways England and the formulation of National Highways.

13. Council Governance

- (a) Members to consider the draft Standing Orders 2022 revisions and approve a working document. **(appendix 8)**
- (b) Members to consider the draft Financial Regulations 2022 revisions and approve a working document. **(appendix 9)**

14. Platinum Jubilee

- (a) Members to consider events or lasting monuments to commemorate HM The Queen's Platinum Jubilee.

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Vice Chairman: Cllr. Mrs. P. Frost

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

15. Highway issues prior to quarterly meeting

(a) Members to discuss any Highway issues to be raised at the next quarterly meeting, due to take place on 14th February 2022.

16. Neighbourhood plan and emerging Local Plan for East Devon

(a) Members to receive an update.

17. Residents and other correspondence received (appendix 10).

(a) Members to note the letter sent from Uplyme Community Sponsorship.

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

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 11)

(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. Note: the deadline for submissions to the Parish Newsletter is the 12th February for the March edition.

FOR NOTING

21. Committee / Working Groups – Minutes and Reports

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

Planning Committee: 26th January 2022 (circulated separately)

(b) To receive an update report on:

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

22. 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.

23. Date of future meetings

Members to discuss when the next meeting of the Full Council will be held (Wednesday 9th March 2022) at the Uplyme Village Hall at 7.15pm.

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Vice Chairman: Cllr. Mrs. P. Frost

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