



# 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, 9<sup>th</sup> March 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 3<sup>rd</sup> March 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 9<sup>th</sup> March 2022**

### **AGENDA**

- 1. Apologies for absence**
- 2. Approval of Minutes**
  - (a) To approve, as a true record, the minutes from the meeting dated **9<sup>th</sup> February 2021** (previously circulated).
- 3. To receive member's declarations of interest and dispensations in items on the agenda.**
- 4. Co-option to the vacancy created by the resignation of Jo Rawlins.**
- 5. 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.
- 6. East Devon AONB - Parish Nature Recovery Project**
  - (a) Members to receive a short presentation from Lindi Rich, AONB Wildlife Officer, about the principles of the project.

Chairman: Cllr. C James

Vice Chairman: Cllr. Mrs. P. Frost

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

7. To receive the Clerk's progress report and a brief outline of the attended SLCC Practitioners' Conference 2022 ([appendix 1](#)).

8. To receive reports

- (a) Chairman to include:
- (b) Parish Councillors
- (c) County Councillor
- (d) Representatives on Outside Bodies

<b>FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE</b>
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9. 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](#)).**

10. Playpark repairs

- (a) Members to select from the quotes obtained for carrying out the remedial work to the Playpark as outlined in the Fields in Trust report. **([appendix 4](#))**

11. 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.

12. Banking

- (a) Members to discuss and approve at least two signatories to update the bank account mandate. **([appendix 5](#))**

13. Office lease

- (a) Members to consider, and if thought fit, approve the costs of leasing the upstairs office and a post restante service at the Village Hall. **([appendix 6](#))**

<b>DECISION ITEMS</b>
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14. Schedule of Meetings

- (a) Members to approve a draft schedule of the meetings to take place in 2022-23. **([appendix 8](#))**

15. Council Governance

- (a) Members to consider the draft Standing Orders 2022 revisions and approve a working document. **([appendix 9](#))**
- (b) Members to consider the draft Financial Regulations 2022 revisions and approve a working document. **([appendix 10](#))**

16. Platinum Jubilee

- (a) Members to consider quotes received for the purchase of a bench to commemorate HM The Queen's Platinum Jubilee. **([appendix 11](#))**

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## **17. Highway issues**

(a) Members to receive an update on the Highway issues discussed at the quarterly meeting, which took place on 14th February 2022.

## **18. Neighbourhood plan**

(a) Members to receive an update.

## **19. Residents and other correspondence received (appendix 12).**

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

## **20. 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;

## **21. Planning**

**(appendix 13)**

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

## **22. Newsletter/ Notice boards/ Lyme Online**

Members to forward any items for the various communication distributions.

<b>FOR NOTING</b>
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## **23. Committee / Working Groups – Minutes and Reports**

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

Planning Committee: 9<sup>th</sup> February 2022 (circulated separately)

(b) To receive an update report on:

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

## **24. 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.

## **25. Date of future meetings**

Members to discuss when the next meeting of the Full Council will be held (Wednesday 13<sup>th</sup> April 2022) at the Uplyme Village Hall at 7.15pm.

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Vice Chairman: Cllr. Mrs. P. Frost

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