



Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY
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Website: www.uplymeparishcouncil.org
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, 13th April 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 7th April 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 13th April 2022

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the meeting dated **9th March 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 to include:**
 - (a) Chairman
 - (b) Parish Councillors
 - (c) County Councillor
 - (d) Representatives on Outside Bodies

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

FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE

7. Finance

- (a) Members to view and agree the payments to be made in March 2022 and those, if any made under delegation in February 2022. A revised financial breakdown will be circulated at the meeting if there are any further payments to be made. (**appendix 2**).
- (b) Members to agree the bank reconciliation for March 2022. (**appendix 3**).
- (c) Members to review the actual expenditure/income against budget and the level of general reserves for the 2021-22 financial year (**appendix 4**).

8. War Memorial

- (a) Members to receive an update on insurance searches for the war memorial, and if thought fit, approve the quote received.

9. Annual Return

- (a) Members to receive an update on the financial Annual Governance and Accountability Return (AGAR) schedule for 2021-22.

10. Grants

- (a) Members to approve the payment of grants to the organisations outlined in the budget for 2022-23.
- (b) Members to consider the grant request for repairs to the Church Clock. (**appendix 5**)

11. NJC Pay Award 2021-22 & Homeworking

- (a) Members to consider implementing the National Joint Council 1.75% pay award (and associated back pay) in line with the National Association of Local Councils recommendation and salary scale.
- (b) Members to consider implementing the 1.75% increase for ex-employees who were employed during the period 1 April 2021-31 March 2022 and who have requested it.
- (c) Members to consider increasing the homeworking allowance in line with HMRC guidance. (**appendix 6**)

DECISION ITEMS

12. Schedule of Meetings

- (a) Members to approve the deferred draft schedule of the meetings to take place in 2022-23. (**appendix 7**)
- (b) Members to discuss the format and content of the Annual Parish Assembly due to take place on 4th May 2022.

13. Council Governance

- (a) Members to consider the amended draft Financial Regulations 2022 revisions and approve a working document. (**appendix 8 circulated separately**)

14. Platinum Jubilee

- (a) Members to consider sponsorship request by District Cllr. Ian Thomas to raise money for the Ukraine by personally affixing commemorative plaque beside the oak tree sapling.

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15. Highway issues

- (a) Members to discuss arrangements for clearance of stone traps following the withdrawal of the volunteer.
- (b) Members to agree on the implementation of a zebra crossing on the B3165.
- (c) Members to receive an update on the application for an imposed 20mph speed limit through the village, and to develop an outline plan as required.

16. Residents and other correspondence received (appendix 9).

- (a) Members to agree the Council involvement, if any, in the climate community conversations organised by Lyme Regis Development Trust.
- (b) Members to receive and discuss the correspondence received and agree any action to be taken.

17. 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;

18. Planning

[\(appendix 10\)](#)

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

19. Newsletter/ Notice boards/ Lyme Online

Members to forward any items for the various communication distributions.

FOR NOTING

20. Committee / Working Groups – Minutes and Reports

- (a) To note the minutes from the following Committee Meetings
 - Planning Committee: 9th March 2022
 - 23rd March 2022 (circulated separately)
- (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

The next meeting of the Full Council will be the Annual meeting held on Wednesday 4th May 2022 at the Uplyme Village Hall at 7.20pm. This follows the Annual Parish Assembly (beginning at 7.00pm).

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