

Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY Tel: 07413 947067 Email: clerk@uplymeparishcouncil.org Website: www.uplymeparishcouncil.org

Minutes of the Estates & Personnel Committee Meeting held on Wednesday 27th April 2022 at 6.00pm in Uplyme Village Hall

Present: Chairman: Vacant

<u>Councillors:</u> Cllrs. N. Pullinger (NP), A. Turner (AT), C. Pratt (CP), Mrs. P.

Frost (PF), C. James (CJ).

Officer: Zishan Adamson-Drage, Clerk to the Council

Members of the Public: None.

EP22/1 Election of Chairman

Cllr. Turner proposed that Cllr. C. James be elected as Chair of the Committee, seconded by Cllr. Pratt. Cllr. James duly elected as Chair.

EP22/2 Apologies for Absence

Cllr. N. Pullinger (NP).

EP22/3 Approval of Minutes

No minutes of the last meeting were available due to an interval in the Clerk role at the last meeting.

EP22/4 <u>Declarations of Interest and Dispensations</u>

None.

EP22/5 Review of the Terms of Reference

RESOLVED no changes made. Cllr. A Turner proposed that the terms remain the same, seconded by Cllr. Pratt.

Chairman: Cllr C James Vice Chairman: Mrs P Frost

EP22/6 Public Forum

None present.

EP22/7 <u>Cemetery</u>

- (a) **RESOLVED** the review of the Cemetery Regulations were deferred until the next meeting.
- (b) **RESOLVED** Cllr. Turner proposed that fees are increased by 10%. Seconded by Cllr. Pratt.

EP22/8 Stafford Mount project

- (a) Members discussed setting up a design competition for the school/scouts to revitalise the Stafford Mount green space. **RESOLVED** the Clerk to arrange a meeting with the Headteacher of Mrs Ethelston's to discuss whether this would be of interest.
- (c) The creation of a working party was deferred until after the meeting with the Headteacher of Mrs Ethelston's had taken place.

EP22/9 <u>War memorial</u>

Members discussed the condition report received from A. Brooker & Sons. **RESOLVED** the Clerk to obtain quotes for the cleaning and repairs to the plaques on the war memorial.

EP22/10 Staffing

Cllr. Turner proposed that the employment of the Clerk be confirmed, following a satisfactory probationary period. Cllr. Pratt seconded. **RESOLVED** the Clerk's permanent employment is confirmed.

EP22/11 CILCA

Members discussed the appropriate timing of the Clerk commencing the CILCA qualification. **RESOLVED** Members were in favour of the Clerk choosing the most appropriate time to commence training.

EP22/12 Date of the Next Meeting

The next meeting is scheduled for 9th November 2022.

The meeting closed at 6.45pm

Signed:	
Chairman of E&P Committee	
Date:	

Chairman: Cllr C James Vice Chairman: Mrs P Frost