



# Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY  
Tel: 07413 947067 Email: [clerk@uplymeparishcouncil.org](mailto:clerk@uplymeparishcouncil.org)  
Website: [www.uplymeparishcouncil.org](http://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, 7<sup>th</sup> December 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.

Mrs. Zishan Adamson-Drage  
Clerk to the Council

Thursday 1st December 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 7<sup>th</sup> December 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> November 2022** (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
- 2) Parish Councillors
- 3) County Councillor
- 4) Representatives on Outside Bodies

Chairman: Cllr C James

Vice Chairman: Cllr. A Turner

Cllrs: C. Pratt, P. Oakley, B. Trundle, A. Turner, D. Ostler, P. Hackett, Mrs C. Wiscombe

**7. Finance**

- (a) Members to view and agree the payments to be made in December 2022 and those, if any made under delegation in November 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 note the bank reconciliations for November 2022. ([appendix 3](#)).

**8. Grant Request**

- (a) Members to consider grant application from Uplyme Pre-school. ([appendix 4](#))

**9. Setting the 2023-24 Budget/Precept**

- (a) Members to consider the recommendations for the 2023-24 budget made by the Finance Committee. (see set of spreadsheets – displayed on screen at meeting)
- (b) Members to consider how much of the 2023-24 budget to precept for, assuming the tax base has been received, and to approve the request to East Devon District Council for that amount.

**10. Outcome of Internal Audit**

- (a) Members to note the report on the interim internal audit, and to consider and agree action on any recommendations made therein. (report copies to be handed out at the meeting)

**DECISION ITEMS**

**11. East Devon Local Plan 2020-2040**

- (a) Members to formulate the Council response to the consultation on the new Local Plan to be submitted before 15<sup>th</sup> January 2023. ([appendix 5](#))

**12. Policies**

- (a) Members to consider, and if thought appropriate, approve the policies recommended by the Estates & Personnel and Finance Committees:
  - i. Financial Internal Control policy (distributed separately)
  - ii. Disciplinary Policy. (distributed separately)
  - iii. Grievance Policy. (distributed separately)

**13. Civility & Respect Pledge**

- (a) Members to consider whether to pass a resolution to sign up to the civility and respect pledge. ([appendix 6](#))

**14. Christmas opening hours**

- (a) Members to consider, and if thought appropriate, approve the office closure from 3pm on Thursday 22<sup>nd</sup> December and reopening on Tuesday 3<sup>rd</sup> January 2023 at 9am.

**15. Highway issues for quarterly meeting**

- (a) Members to discuss any Highway issues to be raised at the next meeting in January 2023.
- (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.

**16. Residents and other correspondence received [\(appendix 7\)](#).**

- (a) Members to discuss possible solutions to the social media/newspaper letter regarding the Gateway Pass being open to Uplyme residents.
- (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**

[\(appendix 8\)](#)

- (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. Note: the deadline for submissions to the Parish Newsletter is the 10<sup>th</sup> December for the January edition.

<b>FOR NOTING</b>
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**20. Community Asset Transfer - EDDC**

- (a) Members to receive an update on eligible land in the Parish.

**21. Committee / Working Groups – Minutes and Reports**

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

Estates & Personnel Committee: 9<sup>th</sup> November 2022

Finance Committee: 23<sup>rd</sup> November 2022

Planning Committee: 23<sup>rd</sup> November 2022

- (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**

The next meeting of the Full Council will be held on Wednesday **11<sup>th</sup> January 2023** at the Uplyme Village Hall at 7.15pm.

Chairman: Cllr C James

Vice Chairman: Cllr. A Turner

Cllrs: C. Pratt, P. Oakley, B. Trundle, A. Turner, D. Ostler, P. Hackett, Mrs C. Wiscombe