

The Traders Association of Lyme Regis had been disbanded, however, a previous member had advised Cllr. James that all the traders had previously been in favour of extending the Gateway card to Uplyme residents. Cllr. James suggested that the Parish Council write to Lyme Regis traders separate to LRTC to ask if they would be willing to participate in a scheme with Uplyme.

Cllr. Pratt made the point that the problem with shopping in Lyme Regis was the availability and prohibitive cost of parking.

Cllr. Mrs Wiscombe suggested a response from the Parish Council in the public domain by writing an open letter to be published in Lyme Online, advising that the Parish Council were acting on parishioners requests.

Cllr. James advised that a meeting had been held with LRTC's previous Mayor to increase the co-operation, but so far this wish had not come to fruition. However, the Parish Council would do their best for parishioners. **RESOLVED** The Chair to write an open letter in reply to Mr Vickery's to be published in Lyme Online.

FC22/198 Clerks Progress Report

Members received the below Clerk's Report which was noted.

Meeting date	Task Name	Minute reference and details	Action taken (text)
Meeting 9.3.2022	Advertising Councillor co-option vacancy	22/51	Put a hold on active advertising.
Meeting 13.07.22	Contact Lyme Regis TC to arrange Hardship Fund	22/136	Awaiting an invoice for £250 to be raised from LRTC for Ukrainian refugees.
Meeting 12.10.22	Correspond to Flamingo Pool	22/152	£500 transferred under s.137 LGA 1972.
Meeting 12.10.22	Article in Parish Newsletter	22/153	To place a request for emergency resilience volunteers to come forward.
Meeting 12.10.22	Diseased Tree	22/167	Letter written to the Guinness Partnership to request tree removal form Venlake Lane.
Meeting 9.11.22	Terms of Reference	22/175	Amended Planning and put onto the website.
Meeting 9.11.22	Interim Audit	22/179	Instructed auditor and supplied all requested documents and information.
Meeting 9.11.22	War Memorial refurbishment	22/182	Informed contractor that they have won the contract to clean the war memorial.
Meeting 9.11.22	Warm spaces	22/185	Publicise in the Parish newsletter about where residents can find a warm space this winter.

FC22/199 To receive reports

Chairman – Nothing to report.

Parish Councillors – Nothing to report.

County Councillor – County Cllr. I. Hall was not in attendance, but had sent best wishes to Councillors for the festive season.

Outside Bodies – Nothing to report.

Chairman: Cllr C James

Vice Chairman: Cllr. A. Turner

Cllrs: P. Hackett, D. Ostler, P. Oakley, C. Pratt, Mrs P Frost, W. Trundley, Mrs. C. Wiscombe

FC22/200 Finance(a) **RESOLVED** that the following payments were/will be settled:**Payments November**

Name	Details	Amount	VAT
Google Email	Telephone/Communication	£4.60	£0.00
O2	Telephone/Communication	£8.74	£1.45
Z A-D	Travel/Expenses	£37.79	£0.00
Norton Memorials	Cemetery Fees	-£290.00	£0.00
(Xmas lights donations)	Income Other	-£20.00	£0.00
R Turner (Xmas lights donations)	Income Other	-£120.00	£0.00
Fluxy's Maintenance	Grounds Maintenance	£653.80	£0.00
Fluxy's Maintenance	Millennium Copse & MTF	£90.00	£0.00
A Turner (salt spreader)	Devon Resilience Funding - Flood	£50.00	£0.00
DCT (resilience grant)	Income Other	-£906.52	£0.00
Staff costs	Salary PAYE/NI	£1,810.34	£0.00
Z A-D reimburse	Devon Resilience Funding - Flood	£276.05	£0.00
W G Potter funeral directors	Cemetery Fees	-£2,418.00	£0.00
Google Email	Telephone/Communication	£4.60	£0.00
O2	Telephone/Communication	£8.74	£1.45
Z A-D	Travel/Expenses	£43.46	£0.00
Z A-D reimburse (defib training)	Refreshments	£11.40	£0.00
Z A-D reimburse	Stationery/Misc	£19.89	£3.32
Z A-D reimburse	Stafford Mount project	£70.21	£0.72
Seton (3 x salt spreaders)	Devon Resilience Funding - Flood	£548.30	£91.38
EVAQ8 (hydrosnakes)	Devon Resilience Funding - Flood	£86.35	£5.96
Axe Valley Swimming Pool	Grant (S137)	£500.00	£0.00
A Turner reimburse (Festive Lights)	Uplyme Christmas Lights Project	£600.52	£100.09
Uplyme PCC (newsletter)	s.142 Provision of Information	£350.00	£0.00
Uplyme Village Hall	Room Hire	£86.50	£0.00

FC22/201 (b) Members noted the bank reconciliation for November 2022:

Monthly Balance Sheet	Sep-22	Oct-22	Nov-22
Expense (Cashbook)	£4,168.68	£3,516.65	£5,261.29
Income (Cashbook)	-£25,525.50	- 1,499.00	-£3,754.52
Monthly Balance (Cashbook)	-21,356.82	2,017.65	1,506.77
Bank Statement (First DOM)	67,909.92	89,266.74	87,249.09
Bank Statement (Last DOM)	89,266.74	87,249.09	85,742.32
Bank Monthly Balance	-21,356.82	2,017.65	1,506.77

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RESOLVED Members requested the full list of earmarked funds to be added to the finance information presented to Council each month.

FC22/202 **Grant Request – Uplyme Preschool**

(a) Members discussed the request from the preschool for funding. Cllr. Hackett clarified that the work to create an outdoor play area had already commenced and they needed some funds to complete the work. The Clerk was requested to ask how much was needed and the specifics of what those funds would pay for, as well as the number of children in the cohort who lived in the parish.

FC22/203 **Setting the 2023-24 Budget**

(a) The Clerk outlined the things which had been considered prior to writing the draft budget. Cllr. James advised that the conclusions of the Finance committee were that the pressures on the cost of living likely to continue into the new year meant that the Committee wished to leave the tax cost to each household the same as 2022-23. **RESOLVED** The war memorial to go onto the risk register, as the Council had resolved not to put the memorial on the insurance policy.

(b) The amount of precept had to be deferred until the tax base had been received from EDDC, however Members **RESOLVED** to not increase the households precept request from the 2022-23 figures. Cllr. James asked that an article for the Parish newsletter and Lyme Online be placed once the precept request had been submitted to EDDC to explain that the precept cost to households had not increased.

FC22/204 **Outcome of Internal Audit**

The Clerk outlined the conclusions of the interim internal audit recently undertaken. Only one item had been raised about the duplicate numbering of minutes, which had been resolved. **RESOLVED** Members accepted the outcome of the report.

FC22/205 **East Devon Local Plan**

Members considered the rejected site in Uplyme outlined in the Local Plan. **RESOLVED** The Clerk to complete the consultation questionnaire to advise that the Council are satisfied with the outcome, as they were against development of the site.

FC22/206 **Policies**

Members considered the recommendation of the Estates & Personnel Committee and Finance Committee to approve the Financial Internal Control policy, Disciplinary and Grievance policies. **RESOLVED** The aforementioned policies are formally adopted.

FC22/207 **Civility & Respect Pledge**

Members discussed the pledge and decided that the Council could not yet commit to it as all the policies were not yet in place. To be deferred.

FC22/208 Christmas Opening Hours

RESOLVED The Council offices to close at 3.00pm on 22nd December and to re-open at 9.00am on 3rd January 2023.

FC22/209 Highways Issues

- (a) Cllr. James advised that, in an update received from the DCC officer, the safety team would be taking another look at the possibilities for Crogg Lane. The zebra crossing would, therefore, be delayed until it could be taken to the next HATOC meeting in June 2023.

The DCC Neighbourhood Highways Officer advised that he was unaware of the request to remove the island on Lyme Road which restricts access for emergency vehicles to Whalley Lane, however, has advised that these can be removed. Cllr. Ostler requested that this request be formally responded to in writing before removal. The Clerk reminded members that only Chapter 8 qualified individuals from the Parish Council were insured to carry out such work. **RESOLVED** The Clerk would formally request Highways authorisation to remove the bollards.

Cllr. Turner also advised he had spoke to the Guinness Trust representative about clearance of the ditch in Venlake.

FC22/210 Residents and other correspondence received

- (a) Members had already discussed this item in the public participation session.
(b) None raised.

FC22/211 Footpaths/Millennium Copse/Stafford Mount/King GeorgeV Play Area/Trinity Hill

- (a) Nothing to report.
(b) Cllr Turner advised that a hedge had been removed at the Massey Birch site to make way for a glamping site. He also updated members on the Trinity Hill freehold having been purchased by the Forestry Commission. Cllr. Mrs Frost advised that molehills were again evident in the playground. Cllr. Pratt advised that he had measured the hardstanding at Stafford Mount for replacement with paving slabs at 110sqm.

FC22/212 Planning

- (a) Cllr. Turner advised Members of the recent applications received, appeals made and considerations made by the Committee. Members were provided with a spreadsheet of applications now being considered by EDDC and recent enforcements, approvals and refusals.

FC22/213 Newsletter / Noticeboards / LymeOnline

Cllr. Turner asked that a reminder be sent out to parishioners about cutting back hedges via the Parish Newsletter. Cllr. Turner would also send the wording to the Clerk for a request for volunteers to become resilience trained.

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FC22/214 Community Asset Transfer – EDDC

The Clerk advised members that she had enquired with EDDC about the possible transfer of land in Whalley Lane, however, she had been advised that this land was related to Housing and therefore was ineligible for transfer to the Parish Council.

FC22/215 Committee/Working Groups

(a) Members noted the minutes from the Finance Committee on 9th November and the Planning and Estates & Personnel Committees on 23rd November 2022.

(b) Cllr. Turner updated the Council that a quote had been requested from a contractor to remove the grit and earth from the Cemetery compound.

FC22/216 Public Forum/Members items

(a) Mr Terry Sweeney requested that a new noticeboard for display of the Footpath map be put on the agenda. **RESOLVED** The Clerk to obtain quotes for a like-for-like replacement.

(b) Cllr. James thanked Members for all their hard work during 2022.

FC22/217 Date of future meetings

RESOLVED The next meeting of the Full Council will be on Wednesday **11th January 2023** at Uplyme Village Hall at 7.15pm.

Meeting Closed 8.15pm

Signed by Chairman: _____

Date: _____