



# 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, 8<sup>th</sup> February 2023 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 2<sup>nd</sup> February 2023

*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 8<sup>th</sup> February 2023**

### **AGENDA**

- 1. Apologies for absence**
- 2. Approval of Minutes**
  - a) To approve, as a true record, the minutes from the meeting dated **11<sup>th</sup> January 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**
  - a) Chairman
  - b) Parish Councillors
  - c) County Councillor
  - d) Representatives on Outside Bodies

### **FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE**

Chairman: Cllr. C James

Vice Chairman: Cllr. A Turner

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

## 7. Finance

- (a) Members to view and agree the payments to be made in February 2023 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. ([appendix 2](#)).
- (b) Members to note the bank reconciliations for January 2023. ([appendix 3](#)).
- (c) Members to note the level of earmarked funds held by Council. ([appendix 4](#))

## 8. Residents Newsletter

- a) Members to consider the request from Lyme Regis Town Council to collaborate on preparing a twice-yearly newsletter and to share proportionate costs for distribution. ([appendix 5](#))

## 9. Stafford Mount

- (a) Members to consider, and if thought appropriate, approve the purchase of weatherproof board and adhesive from donated funding to commence the mosaic panels for the garden. ([appendix 6](#))

<b>DECISION ITEMS</b>
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## 9. Election details

- a) Members to receive an update, rules around and timetable of the parish council elections due to be held on 8<sup>th</sup> May 2023. ([appendix 7](#))

## 10. Social Media Policy

- a) Members to consider the draft Social Media Policy, and if thought appropriate, approve and adopt the policy. ([appendix 8](#))

## 11. Coronation of King Charles III

- a) Members to consider preparations and any funding required to hold a parish party for the Coronation on 6<sup>th</sup> May 2023.

## 12. Licensing (Street Trading) Consultation

- a) Members to consider the proposed changes to the East Devon District Council's Street Trading Policy and to formulate the Council's response (distributed separately).

## 13. Cemetery

- a) Members to consider obtaining quotes for carrying out an assessment on the safety of memorials in the Cemetery.
- b) Members to consider the growing bramble patch in the Cemetery and options for its removal.

## 14. Highway issues for quarterly meeting

- a) Members to discuss any Highway issues to be raised at the next meeting on 13th February 2023.

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## **15. Residents and other correspondence received**

- a) Members to consider a request from a member of the public to reinstate the bollards removed from the B3165 at the Whalley Lane junction.
- b) Members to receive an update on the development of the new primary school building received from the Bestic Trust.
- c) Members to acknowledge the thank you card received from the Flamingo Pool for the grant received from the Council.
- d) Members to receive and discuss the correspondence received and agree any action to be taken.

## **16. Footpaths / Millennium Copse / Stafford Mount / King George V play area/Trinity Hill**

- a) To receive a report on footpaths in the Parish.
- b) To receive an update on the Millennium Copse/Stafford Mount/King George V play area/Trinity Hill and consider any action.

## **17. Planning**

**(appendix 9)**

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

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

Members to forward any items for the various communication distributions. N.B. Parish News article for the February edition has been submitted and concentrated on the precept statement.

<b>FOR NOTING</b>
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## **19. Lyme Regis Gateway Card**

- a) Members to acknowledge the extension of the LRTC Gateway discount card to Uplyme residents.

## **20. Objectives for Clerk**

Following completion of the appraisal process, the following objectives were agreed with the Clerk:

- a) To commence the CiLCA course in Autumn 2023
- b) To assist the Council in achieving the Local Council Award (Foundation level) by 2027

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

- a) 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 **8<sup>th</sup> March 2023** at the Uplyme Village Hall at 7.15pm.

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