



Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY
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 Website: www.uplymeparishcouncil.org

Minutes of the Meeting of the Council held on Wednesday 8th March 2023 at Uplyme Village Hall at 7.15pm

Present: Chairman: Cllr. C. James Vice Chairman: Cllr. A. Turner

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

Officer: Zishan Adamson-Drage, Clerk to the Council / RFO

Members of the Public: 7 present. No members of the press.

FC23/47 Apologies for Absence

None, all Councillors present.

FC23/48 Approval of Minutes

RESOLVED that the minutes from the Meeting of the Council held on **8th February 2023** be approved as a correct and true record and signed by the Chairman.

Proposed Cllr. W. Trundley and seconded by Cllr. Mrs. P. Frost.

FC23/49 Declarations of Interest and Dispensations

Cllrs. Mrs. C. Wiscombe and Cllr P. Oakley declared an interest in item 12 c) as residents of Whalley Lane and users of the car park.

Cllr. P. Hackett declared an interest in item 13 b) as Chairman of the Village Hall trustees.

FC23/50 Public Participation Session on items on the agenda

No items raised.

FC23/51 Clerks Progress Report

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

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

Meeting date	Task Name	Minute reference and details	Action taken (text)
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	Diseased Tree – Venlake Lane	22/167	Tree due to be felled in April 2023.
Meeting 9.11.22	War Memorial refurbishment	22/182	Informed contractor that they have won the contract to clean the war memorial. Awaiting contractor to do work.
Meeting 7.12.22	Footpath Noticeboard	22/216	Noticeboard on back order as stock delayed.
Meeting 11.1.23	Stafford Mount donation	23/15	Letter of thanks written to Candles on the Cobb for £250 donation to project.
Meeting 8.2.23	Moles in Playground	23/26	Cllr. Pratt to tackle the moles and lock the gates.
Meeting 8.2.23	LRTC Newsletter	23/30	Contacted the Support Services Manager about UPC submission – awaiting costs and further information.
Meeting 8.2.23	Stormboard	23/31	Payment made and awaiting delivery date.
Meeting 8.2.23	Elections	23/32	Elections promoted on web/socials/noticeboard.
Meeting 8.2.23	Brambles in Cemetery	23/36	Had meeting with contractor and discussed options for removal. Quote to follow.
Meeting 8.2.23	Thank you letter to resident	23/38	Thanks sent on 14 th Feb for donation to Stafford Mount and offer to help.

FC23/52 To receive reports

Chairman – Cllr. James imparted the sad news that Keith Jenkins had died. Cllr. James paid tribute to Keith who was instrumental in setting up the CLT to build affordable housing in Uplyme. He would write a letter of condolence to the Jenkins family on behalf of the Parish Council, thanking Keith posthumously for all of his assistance.

Cllr. James also passed on his thanks to Cllr. Hackett for his work on refurbishing the noticeboard.

Cllr. James updated the Council on the ownership of the bus shelter by Hunter's Lodge on the A35. Proof of ownership by Axminster Town Council had been found. **RESOLVED** The Clerk to write to the ATC Clerk and the complainant with a copy of the minute reference, advising them of responsibility for maintenance.

Cllr. James spoke about a recent emailed poll and reminded members that if asked for their response that their speedy reply would be appreciated.

Parish Councillors – Cllr. Hackett advised that the smaller noticeboard was in a poor state of repair. **RESOLVED** The noticeboard to be taken down and disposed of.

County Councillor – County Cllr. I. Hall advised that he continues to lobby to prevent changes to key bus services. He spoke about preparations for poor weather, and that there was funding for Councils to develop an emergency plan. There was also a staffing shortage in the County Council which they were attempting to tackle. Cllr. Turner reported two damaged grit bins in Cathole Lane; Cllr. Hall said he would look into it. Cllr. James asked whether Cllr. Hall would support the Parish Council in the restriction on affordable housing allocation to people with a real link to Uplyme. Cllr. Hall advised that it was Devon Home Choice who orchestrated this.

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Cllr. Turner advised that the allocations policy was currently being written so anyone who knew of someone local who needed affordable housing was advised to encourage them to register for housing with Devon Home Choice without delay.

Outside Bodies – Nothing to report.

FC23/53 **Finance**

(a) **RESOLVED** that the following payments were/will be settled:

Payments February

Name	Details	Amount	VAT
Devon Pension Fund	Pensions	£452.10	£0.00
Google Email	Telephone/Communication	£4.60	£0.00
O2	Telephone/Communication	£8.74	£1.45
Staff Costs	Travel/Expenses	£25.31	£0.00
Advantage Ink Supplies	Stationery/Misc	£32.99	£5.50
Axminster Printing	Stationery/Misc	£15.90	£2.65
Fluxy's Maintenance	Grounds Maintenance	£653.80	£0.00
Uplyme Village Hall	Room Hire	£80.00	£0.00
James Booth	Cemetery repairs	£150.00	£0.00
Z A-D	Salary PAYE/NI	£1,403.44	£0.00
Devon Pension Fund	Pensions	£452.10	£0.00
DCW Polymers (stormboard)	Stafford Mount project	£114.00	£19.00

FC23/54 (b) Members noted the bank reconciliation for February 2023:

Monthly Balance Sheet	Dec-22	Jan-23	Feb-23
Expense (Cashbook)	£4,222.17	£3,930.81	£3,392.98
Income (Cashbook)	- 250.00	-	-4,711.08
Monthly Balance (Cashbook)	3,972.17	3,930.81	-1,318.10
Bank Statement (First DOM)	85,742.32	81,770.15	77,839.34
Bank Statement (Last DOM)	81,770.15	77,839.34	79,157.44
Bank Monthly Balance	3,972.17	3,930.81	-1,318.10

FC23/55 (c) The Clerk informed Members that a Community Infrastructure Levy payment of £4,288.08 had been received. **RESOLVED** Members noted the following earmarked funds currently held by the Council:

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Reserves	Mar	Apr	Oct	Nov	Dec	Jan	Feb	Mar	TOTALS
Footpath Funds	2,356.34	300.00							2,656.34
Playground funds	1,998.03	500.00					448.98		123.98
Millennium Copse & MTF	0.00	200.00							200.00
Locality funding	660.00								660.00
Uplyme Village Safety project	3,000.00	100.00							3,100.00
Neighbourhood Plan	71.02	100.00							171.02
Emergency fund	1,987.15								1,987.15
Community Infrastructure Levy	533.37						4288.08		4,821.45
Uplyme Xmas Lights Project	0.00	500.00	500.00	-540.52	-80.00	-100.00	-80.00		199.48
UVN - Coronavirus Prompt Action Fund	448.98						-448.98		0.00
War Memorial refurbishment				2,000.00					2,000.00
Devon Resilience Funding	0.00	400.00		-54.18					345.82
Stafford Mount project		70,242.01	75,191.93	73,685.16	179.79		-114.00		65.79
General (Bank less Reserves)					65,439.12	61,508.31	62,826.41	16,331.03	
Total Reserves	11,054.89								16,331.03

FC23/57 **Grant Request - TRIP**

Cllr. Hackett said that Uplyme had a similar organisation in Help at Hand. Cllr James advised that the Council give an annual grant to Help at Hand already.

Cllr. James suspended Standing Orders to enable a member of the public to ask whether TRIP took people to Exeter for appointments. Cllr. Trundley replied that they did, but as they were a Honiton based organisation, that perhaps Uplyme residents might not benefit as much as residents of towns. Standing Orders were reinstated. Cllr. James added that there are a network of resident volunteers willing to take people to hospital in Exeter.

RESOLVED The Clerk to write to TRIP thanking them for the work they do, but that Uplyme PC already provide a grant to a more local organisation who does the same work.

FC23/58 **Insurance**

Members discussed the quotes received and requested that more cover for property damage was required for one of the quotes. Members requested the cover to be increased to £100,000. **RESOLVED** The item to be deferred to the Finance Committee to take place on 29th March for consideration. The Clerk to contact the relevant insurer to increase cover, and report back to the Finance Committee with any alteration in quotes.

FC23/59 **Coronation of King Charles III**

Members considered the request for funding under s.145 of the Local Government Act 1972 to purchase items for the parish party to celebrate the accession of King Charles III. Cllr. James proposed that the budgeted sum for 2023-24 of £500 be made available. Cllr. Turner seconded. Three Councillors abstained, but a majority of six Councillors carried the vote. Approved. **RESOLVED** The Clerk to contact the organisers to advise that the £500 funding was available.

FC23/60 **Section 137 2023-24**

Members noted that the sum for the purpose of section 137(4)(a) of the Local

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Government Act 1972 for parish and town councils in England for 2023-24 is £9.93 per elector.

FC 23/61 **Schedule of meetings 2023-24**

RESOLVED The Schedule of meetings was approved.

FC 23/62 **Social Media Policy**

RESOLVED Cllr. James proposed that the Social Media Policy be accepted, seconded by Cllr. Pratt. Approved.

FC23/63 **Highways issues for quarterly meeting**

- (a) Cllr. Turner updated Members about the Turn Lyme Green meeting he and Cllr. Trundley attended. Cllr. Turner shared his concerns about members of the public walking across the A35 highway to access the Harcombe field site. He advised that he had raised this safety issue with National Highways, as there had been two fatal accidents in this area. He would update Members once a reply had been received.
- (b) Cllr. Turner outlined an issue he had seen recently of HGVs being sent by satellite navigation systems through the narrow lanes from Trinity Hill to Uplyme and becoming stuck, with one lorry rupturing its fuel tank. Cllr. Turner had spoken to the DCC Highways Officer about signage, and there may be the opportunity to place redirection signage on private land. Cllr. Turner had also approached Travis Perkins, as a lot of the HGVs were delivering to that organisation. Travis Perkins have taken steps to inform drivers of a suitable route, however, these are 3rd party vehicles.
- (c) Cllr. Mrs Wiscombe and Cllr. Oakley restated their interest in this item as residents of Whalley Lane, and did not take part in the discussions.

Cllr. James established that East Devon District Council (EDDC) owns the resident car park on Whalley Lane. Standing Orders were suspended to allow Cllr. Ian Hall (in his capacity as a District Councillor) to speak. He advised that the car park, as an EDDC asset, was operated by the Housing Review Board. He suggested that a walkabout with District Cllr. Ian Thomas and possibly Housing officers.

RESOLVED The Clerk to arrange a mutually convenient time for the relevant parties to meet in Whalley Lane.

- (d) Members were updated by Cllr. James. He reported that because DCC's investigations had shown that the proposed Crogg Lane improvements could not be facilitated, that the funding had been transferred to the installation of a zebra crossing on Lyme Road. However, the Crogg Lane scheme was now being reinvestigated. The Parish Council earmarked reserve for road safety of £3,000 could be used for the zebra crossing if required.

FC 23/64 **Residents and other correspondence received**

- (a) Members noted the letter of thanks from Uplyme Preschool for the s.137 grant awarded to them.

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- (b) Cllr. Hackett declared an interest as a Village Hall Trustee in the discussions about correspondence received regarding part funding Wi-Fi extenders for the hall. The Clerk outlined the issue with difficulty during meetings or working from the office in connecting to the internet due to poor Wi-Fi signal. Members considered the request and Cllr. Trundley proposed that delegated authority be given to the Chair and Clerk to offer no more than £100 to part pay for professionally wired in extenders in the meeting room and upstairs office. The proposal was seconded by Cllr. Mrs. Wiscombe. With one abstention and one against, the vote was carried. **RESOLVED** The Clerk to inform the Village Hall manager of the agreement to part pay for extender installation, to the maximum value of £100.

FC23/65 Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill

- (a) Nothing to report on footpaths.
- (b) Members considered the replacement of the hard standing at Stafford Mount greenspace. The Clerk advised that a payment of community infrastructure levy (CIL) had just been received from East Devon District Council. Cllr. Ostler believed that CIL could only be spent on sports/play projects. **RESOLVED** a) The Clerk to look into rules around spending CIL. b) Once a quote for flagstones had been approved, assuming CIL can be used, to look at funding the materials from these funds.

FC 23/66 Planning

- (a) Cllr. Turner updated Members on the developments on existing applications which had been decided by EDDC and any new applications which had been submitted.

FC23/67 Newsletter / Noticeboards / LymeOnline

Articles for the Newsletter and LymeOnline should focus on the elections and promoting people coming forward for election.

FC23/72 Committee/Working Groups

- (a) Members noted the Planning Committee minutes dated 22nd February 2023.
(b) Nothing to report.

FC23/73 Public Forum/Members items

- (a) A member of the public raised the issue of keeping dogs on leads whilst on public rights of way due to lambing season. **RESOLVED** The Clerk to include a piece in the newsletter about this.
- (b) Cllr. Mrs. Frost advised that she had been approached by a parishioner to request that a hedge in Cooks Mead be cut back as it is impeding the pavement. **RESOLVED** The Clerk to inform EDDC Housing, as the property is believed to be Council-owned.

FC23/74 Date of future meetings

RESOLVED The next meeting of the Full Council will be on Wednesday **12th April 2023** at Uplyme Village Hall at 7.15pm.

Meeting Closed 8.23pm

Signed by Chairman: _____

Date: _____

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