



# 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, 14<sup>th</sup> June 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

Wednesday 8<sup>th</sup> June 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 14<sup>th</sup> June 2023**

### **AGENDA**

#### **1. Co-Option of One vacant seats**

Members to consider the recommendations of the Estates & Personnel Committee held on 24<sup>th</sup> May 2023 and vote via a secret ballot.

#### **2. Apologies for absence**

#### **3. Approval of Minutes**

a) To approve, as a true record, the minutes from the meeting dated **10<sup>th</sup> May 2023** (previously circulated).

#### **4. To receive member's declarations of interest and dispensations in items on the agenda.**

#### **5. 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.

#### **6. To receive the Clerk's progress report ([appendix 1](#)).**

Chairman: Cllr. C James

Vice Chairman: Cllr. A Turner

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

## 7. To receive reports

- (a) Chairman
- (b) Parish Councillors
- (c) County Councillor
- (d) Representatives on Outside Bodies

<b>FINANCE, BUDGET, FORWARD PLANNING and COUNCIL STRUCTURE</b>
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## 8. Finance

- (a) Members to view and agree the payments to be made in May 2023 and those, if any made under delegation in April 2023. 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 March 2023. ([appendix 3](#)).
- (c) Members to note the level of earmarked funds held by Council. ([appendix 4](#))
- (d) Members to view and agree the Internal Auditors report, and to take any action required (distributed separately).
- (e) Annual Governance and Accountability Return (AGAR) Members to view and agree the following;
  - (i) Explanation of any significant year on year variances in the Accounting Statements ([appendix 5](#)).
  - (ii) By Resolution the Annual Governance Statement 2022-23 Section 1 to be agreed and approved. ([appendix 6](#))
  - (iii) Accounting Statement for 2022-23 Section 2 to be approved. Members to agree this is wet signed by the Chairman and Clerk after the meeting. ([appendix 7](#))
  - (iv) Notice of Public Rights and Publication of Unaudited Annual Return will commence on 19<sup>th</sup> June 2023. ([appendix 8](#))
- b) Members to consider garden design quotes received for the Stafford Mount biodiversity project, and if thought appropriate, approve a contractor to undertake the work. ([appendix 9](#))

<b>DECISION ITEMS</b>
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## 9. Highway issues

- (a) The Chair/Vice Chair to update Members on their recent A35 walk/meeting with National Highways.
- (b) Members to consider whether the Council would wish to comment on the Peninsula Transport RIS3 Strategic Road Network consultation.
- (c) Members to consider the request from Totnes Town Council to join the '20's Plenty' speed limiting scheme. ([appendix 10](#))
- (d) Members to discuss any other Highways issues of concern to be raised at the next Highways Forum meeting.

## 10. Residents and other correspondence received

- (a) Members to agree to arranging a community litterpick following advice from EDDC.
- (b) Members to receive and discuss the correspondence received and agree any action to be taken.

## 11. 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.

Chairman: Cllr. C James

Vice Chairman: Cllr. A Turner

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

## **12. Planning**

([appendix 11](#))

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

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

- (a) Members to forward any items for the various communication distributions.

<b>FOR NOTING</b>
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## **14. Committee / Working Groups – Minutes and Reports**

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

Planning Committee : 24<sup>th</sup> May 2023

Estates & Personnel Committee (draft): 24<sup>th</sup> May 2023

- (b) To receive an update report on:
  - (i) Grounds maintenance
  - (ii) Cemetery
  - (iii) Working Groups

## **15. 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.

## **16. Date of future meetings**

The next meeting of the Full Council will be the Annual Council Meeting held on Wednesday **12<sup>th</sup> July 2023** at the Uplyme Village Hall at 7.15pm.