



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, 12th July 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 6th July 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 12th July 2023

AGENDA

1. Apologies for absence

2. Approval of Minutes

- a) To approve, as a true record, the minutes from the meeting dated **14th June 2023** (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 – update on public affordable housing consultation (handouts from Clerk)
(c) County Councillor
(d) Representatives on Outside Bodies

Chairman: Cllr. C James

Vice Chairman: Cllr. A Turner

Cllrs: Mrs. E. Daly, Mrs. P. Frost, P. Hackett, P. Oakley, C. Pratt, W. Trundle, Mrs. C. Wiscombe

7. Finance

- (a) Members to view and agree the payments to be made in July 2023 and those, if any made under delegation in June 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 analyse progress against budget for Quarter 1 of the 2023-24 financial year. ([appendix 5](#))
- (e) Members to note the list of regular monthly payments to be made in the 2023-24 financial year. ([appendix 6](#))

8. Grant Request

- (a) Members to consider the request from Uplyme Village Hall for funding towards a project to install solar panels. ([appendix 7](#))

9. Community Ownership Fund

- (a) The Clerk to inform Members about a recent COF webinar, for the Council to consider whether they wish to apply for funding.

10. Quotes

- (a) Members to consider the quotes obtained to create an encapsulated footpath map to replace the current map, taking into account the £50 contribution received from Devon County Council.
- (b) Members to consider the quotes obtained for paving and associated materials, and if thought appropriate to choose a supplier, to upgrade the hard landscaping at Stafford Mount. ([appendix 8](#))

DECISION ITEMS

11. Policies

- (a) Members to consider, and if thought appropriate, approve the draft Equality & Diversity policy. (distributed separately)
- (b) Members to carry out the annual review of the Risk Register. ([appendix 9](#))
- (c) Members to review the Council's System of Internal Control to ensure it remains fit for purpose. (distributed separately)
- (d) Members to review the Council's Standing Orders and agree any changes which might be necessary. (distributed separately)
- (e) Members to review the Council's Financial Regulations and agree any changes which might be necessary. (distributed separately)
- (f) Members to consider adopting the EDDC Code of Conduct, as updated in 2022. (distributed separately)

12. Highway issues

- (a) Members to consider the offer from Axminster Town Council to purchase the bus shelter on the A35 for £1.
- (b) Members to discuss any other Highways issues of concern to be raised at the next Highways Forum meeting due to take place on 21st July 2023.

1. Residents and other correspondence received

- (a) Members to receive and discuss the correspondence received and agree any action to be taken.

14. 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.

15. Planning

([appendix 10](#))

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

16. Newsletter/ Notice boards/ Lyme Online

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

FOR NOTING

17. Committee / Working Groups – Minutes and Reports

- (a) To note the minutes from the following Committee Meetings
Planning Committee : 28th June 2023
- (b) To receive an update report on:
- (i) Grounds maintenance
 - (ii) Cemetery
 - (iii) Working Groups

18. 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.

19. Date of future meetings

The Council will go into recess for August. The next meeting of the Full Council will be held on Wednesday **13th September 2023** at the Uplyme Village Hall at 7.15pm.