

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

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

Proposed Cllr. P. Oakley and seconded by Cllr. W. Trundley.

AM23/05 Declarations of Interest and Dispensations

None.

AM23/06 Public Participation Session on items on the agenda

A resident gave an update on the Coronation Party on behalf of Mrs Wendy Gardener who was unable to attend.

A resident notified the Council about the increasing proliferation of weeds growing through footways in the village. The resident had, with the help of his son, cleared a section of pavement and had filled a dumpy bag with green waste, such was the problem. Cllr. James recalled the village 'clean up' which had taken place in 2019 and subsequent problems in holding another with the District Council who had required risk assessments and the drawing up of a safety plan the following year.

RESOLVED The Clerk would contact EDDC to ask what would be required in order for another village 'clean up' to be organised.

AM23/07 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 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 now due to be felled commencing 17 th May 2023.
Meeting 9.11.22	War Memorial refurbishment	22/182	Contractor to do work commencing 22 nd May.
Meeting 7.12.22	Footpath Noticeboard	22/216	Awaiting information for ordering UV resistant footpath map.
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	Stafford Mount	23/31	Board delivered to primary school and update on any further materials requested. Contacted signmaker for quote on entrance sign design.
Meeting 8.2.23	Brambles in Cemetery	23/36	Brambles have been cut down and removed. Spraying will take place once new growth appears.
Meeting 8.3.23	Wi-Fi in the Village Hall	23/64	Clerk purchased extenders as requested by Hall and handover complete.
Meeting 12.4.23	Councillor Training	23/80	Sent an email out on 3 rd May with next available courses for Councillors.
Meeting 12.4.23	Grant request from PTFA	23/85	Letter advising of Council decision sent.
Meeting 12.4.23	Letter to local schools regarding Crogg Lane improvement support	23/86	Letter sent to Woodroffe and Mrs Ethelston's on 18 th April. Awaiting reply.
Meeting 12.4.23	Bench in Cemetery	23/87	Advised requester about likely cost of additional bench. Awaiting reply.
Meeting 12.4.23	Letter of thanks to the Fishers.	23/91	Letter sent 21 st April.

AM23/08 To receive reports

Chairman – Cllr. James told members that he had attended Chair of the County

Chair: Cllr C James

Vice Chair: Cllr. A. Turner

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Council, Cllr. Ian Hall's service in Musbury. Cllr. James had spoken to many Mayors and Chairs of neighbouring Council's at the event and they were having the same issues as Uplyme in difficulty with cross-border working.

Parish Councillors – nothing to report.

County Councillor – C.Cllr. I. Hall had previously sent his report to Members.

Outside Bodies – Nothing to report.

AM23/09 Members discussed the terms of reference for all Committees. Cllr. Turner proposed no changes were needed, seconded by Cllr. Oakley. **RESOLVED** The existing Terms of Reference for all Committees required no alterations after review. Where vacancies existed by departing Councillors, the Committees' membership was increased by the following:

Planning Committee: Cllr. P. Hackett was proposed by Cllr. James, and seconded by Cllr. Turner. Approved.

Estates & Personnel Committee: Cllr. P. Oakley was proposed by Cllr. Turner and seconded by Cllr. Pratt. Approved.

AM23/10 **Finance**

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

Payments April/May

Name	Details	Amount	VAT
Google Email	Telephone/Communication	£ 4.60	£0.00
O2	Telephone/Communication	£ 8.74	£1.45
(Amazon) TW Wholesale Ltd (gloves)	Devon Resilience Funding	£ 52.72	£8.80
Amazon EU (torches)	Devon Resilience Funding	£ 55.96	£9.33
Z A-D	Travel/Expenses	£ 37.25	£0.00
Seton (salt spreaders x 2)	Devon Resilience Funding	£ 392.32	£65.39
DALC (affiliation fee)	Registration/Subscriptions/Training	£ 459.12	£54.13
Uplyme Village Hall	Room Hire	£ 109.25	£0.00
Zurich Municipal	Insurance	£ 742.50	£0.00
HMRC	HMRC Tax / NI	£ 921.12	£0.00
Help at Hand Uplyme	Grant (\$137)	£ 100.00	£0.00
King George V Field	Grant (\$137)	£ 550.00	£0.00
Staff Costs	Salary PAYE/NI	£ 1,403.44	£0.00
SLCC Annual subscription	Registration/Subscriptions/Training	£ 222.00	£0.00

AM23/11 (b) Members noted the bank reconciliation for April 2023:

Monthly Balance Sheet	Feb-23	Mar-23	Apr-23
Expense (Cashbook)	£3,392.98	£2,858.68	£5,059.02
Income (Cashbook)	-4,711.08	-£947.67	- 25,757.50
Monthly Balance (Cashbook)	-1,318.10	1,911.01	-20,698.48
Bank Statement (First DOM)	77,839.34	79,157.44	77,246.43
Bank Statement (Last DOM)	79,157.44	77,246.43	97,944.91
Bank Monthly Balance	-1,318.10	1,911.01	-20,698.48

(c) Members agreed they did not wish to comment on the technical changes proposed to the CIL arrangements.

Chair: Cllr C James

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AM23/12 1844 Enclosure Records and Map

- (a) The Clerk advised Members that Lyme Regis Museum had returned the records, which had been on loan to them since 2015. She had contacted Devon archives to ask if they could safely store the document. **RESOLVED** The Clerk to contact the archives to make an appointment for Cllr. Turner to deposit it.

AM23/13 Annual Leave

- (a) **RESOLVED** The Council agreed for the Clerk to carry over 10.5 hours of untaken leave into the 2023 leave year.

AM23/14 Highway Issues

- (a) Cllr. James advised that he had not yet received an invitation for the Parish Council to join the Lyme Regis Town Council Highways group, so this item was deferred.
- (b) Members discussed the request from a member of the public to install a deer warning sign on Lyme Road. Cllr. James stated that the responsibility for this would lie with Devon County Highways, but that deer on the roads was a problem in every lane in the parish, so on those grounds, safety signage should be on every lane. Cllr. Mrs Wiscombe mentioned that wildlife will wander into the roads. **RESOLVED** No further action. The Clerk will inform the member of the public.
- (c) Cllr. James updated Members on developments with the installation of a safe footway at the Crogg Lane/Lyme Road junction. The new owner of Broadway is due to rebuild the retaining wall adjacent to the road, and has verbally agreed to donate a metre of land upon which to install a footway. Cllr. James had copied DCC into a confirmatory email. This was to be discussed at the next Forum meeting, due to take place on 31st May.

Cllr. Turner mentioned Canford Bottom where a 'hamburger' roundabout had been installed to keep traffic flowing. Cllr. Turner believed that the installation of a zebra crossing was the most important thing to do in the village.

AM23/15 Residents and other correspondence received

- (a) Members noted the letter of thanks received from Help at Hand, who had received their grant.
- (b) Members considered the request from a member of the public to install a new bench to commemorate King Charles III's coronation. Cllr. Mrs Frost suggested donations or crowdfunding to pay for the bench. Cllr. James agreed that the cost was prohibitive for the Council who had projects like the safety of pedestrians on Lyme Road/Crogg Lane to consider. **RESOLVED** The Clerk to contact the member of the public to thank him for his suggestion but that the Council were not going to fund a bench.
- (c) None received.

- AM23/16** **Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill**
- (a) The Clerk updated Members on her efforts to find a UV resistant printed map, which were noted.
- (b) A costing was still required for the paving for Stafford Mount greenspace. Cllr. Pratt had levelled the ground dug up by moles in the playground but did not intend to lay moletraps.
- AM23/17** **Asset Register**
- Members were presented with the asset register for 2022-23 to confirm accuracy prior to submission on the annual governance return. Cllr. Trundley proposed approving the register, which was seconded by Cllr. Mrs Wiscombe. Approved.
- AM23/18** **Planning**
- Cllr. Turner advised Members of the recent applications received, appeals made and considerations made by the Committee.
- AM23/19** **Newsletter / Noticeboards / LymeOnline**
- Cllr. Turner suggested that a reminder article be placed about landowners cutting back hedges where they abut a highway or footpath. He would also like a request for winter resilience volunteers.
- AM23/20** **Committee/Working Groups**
- (a) Members noted the minutes from the Planning Committee on 12th April 2023 and the draft minutes from the meeting on 26th April 2023. Also noted were the draft minutes of the Finance committee which took place on 29th March 2023.
- (b) Nothing new to report.
- AM23/21** **Public Forum/Members items**
- (a) A resident asked whether the Council had commemorated the King's coronation in any way. Cllr. James replied that a grant had been awarded for the celebrations which had taken place on the King George V field in the sum of £500.
- AM23/22** **Date of future meetings**
- RESOLVED** The next meeting of the Full Council will be on Wednesday **14th June 2023** at Uplyme Village Hall at 7.15pm.
- Meeting Closed at 8.34pm**

Signed by Chairman:

Date:

Chair: Cllr C James

Vice Chair: Cllr. A. Turner

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