



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 13th September 2023 at Uplyme Village Hall at 7.15pm

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

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

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

Members of the Public: 6 present. No members of the press.

FC23/141 Apologies for Absence

County Cllr. Hall tendered his apologies.

FC23/142 Approval of Minutes

RESOLVED that the minutes from the Annual Meeting of the Council held on **12th July 2023** be approved as a correct and true record and signed by the Chairman.

Proposed Cllr. A. Turner and seconded by Cllr. C. Pratt. Agreed.

FC23/143 Declarations of Interest and Dispensations

None made.

FC23/144 Public Participation Session on items on the agenda

No items were raised.

FC23/145 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, Mrs E. Daly, 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 9.11.22	War Memorial refurbishment	22/182	Work to clean the memorial completed. Plaques which need repaired have been removed, to be replaced. Quotes being obtained for repair or to replace in stone or cast metal. Completed pre-application for grant from War Memorials Trust.
Meeting 7.12.22	Footpath Noticeboard	22/216	Noticeboard received. Quotes for encapsulated footpath map to be presented to July Council meeting.
Meeting 8.2.23	LRTC Newsletter	23/30	Contacted the Support Services Manager about UPC submission – awaiting costs and further information.
Meeting 10.5.23	Village clean up	AM23/06	Contacted Streetscene for assistance/equipment for volunteers on 15 th October.
Meeting 14.6.23	Fixed Asset Register	23/104	Photographs still need to be taken.
Meeting 14.6.23	'20's Plenty'	23/110	Sent an email on 6/9/23 to Cllr. S. Hughes, DCC showing support of a 20mph scheme.
Meeting 12.7.23	Vired funds	23/127	Funds vired to playground, Christmas lights and computer accessories, as resolved.
Meeting 12.7.23	Grant request – Village Hall	23/129	Discussed Council's requests with VH Treasurer – further submitted information to follow.
Meeting 12.7.23	Bus shelter – A35	23/133	Advised Axminster TC of the Council decision to decline their offer to UPC to purchase the shelter for £1.

FC23/146 To receive reports

Chairman – Cllr. James informed the Council about discussions he had had with Councillor peers at the recent Lyme Regis Town Council's (LRTC) Civic Day. Cllr. James learnt that LRTC are also planning to lobby for a 20mph limit through Lyme Regis and were willing to collaborate with UPC on implementing the scheme.

Parish Councillors – no reports received.

County Councillor – County Cllr. I. Hall was not present but had submitted a division report for the Councillors information.

District Councillor – Cllr. Westerman advised councillors that she had attended the recent visit by MP Richard Foord, who had attended Uplyme Village hall. She spoke about the poor standard of the recent work carried out on the social housing in Cooks Mead, and that she would be pursuing further information on this.

FC23/147 Finance

(a) Proposed by Cllr. Turner, and seconded by Cllr. Oakley **RESOLVED** that the following payments were/will be settled:

Chairman: Cllr C James

Vice Chairman: Cllr. A. Turner

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

Payments July

Name	Details	Amount	VAT
Aubergine 262 Ltd.	Web hosting	£ 633.60	£105.60
Uplyme Village Hall	Room Hire	£ 84.00	£0.00
Z A-D	Travel/Expenses	£ 40.40	£0.00
Google Email	Telephone/Communication	£ 4.60	£0.00
O2	Telephone/Communication	£ 9.91	£1.65
HMRC	HMRC Tax / NI	£ 921.12	£0.00
DALC Good Cllr 1	Registration/Subscriptions/Training	£ 18.00	£3.00
Fluxy's Grounds Maintenance	Grounds Maintenance	£ 743.80	£0.00
Fluxy's Grounds Maintenance	Millennium Copse & MTF	£ 90.00	£0.00
Staff costs	Salary PAYE/NI	£ 1,403.44	£0.00
DCC Pensions fund	Pensions	£ 465.54	£0.00

Payments August

Name	Details	Amount	VAT
DALC Good Cllr 3/4	Registration/Subscriptions/Training	£ 36.00	£6.00
Uplyme Village Hall	Room Hire	£ 116.00	£0.00
Z A-D	Travel/Expenses	£ 35.00	£0.00
Google Email	Telephone/Communication	£ 4.60	£0.00
O2	Telephone/Communication	£ 9.91	£1.65
Fluxy's Grounds Maintenance	Grounds Maintenance	£ 653.80	£0.00
Fluxy's Grounds Maintenance	Millennium Copse & MTF	£ 90.00	£0.00
Fluxy's Grounds Maintenance	Grounds Maintenance	£ 653.80	£0.00
Fluxy's Grounds Maintenance	Millennium Copse & MTF	£ 90.00	£0.00
Fluxy's Grounds Maintenance	Cemetery repairs	£ 325.00	£0.00
Staff costs	Salary PAYE/NI	£ 1,403.44	£0.00

FC23/148 (b) Members noted the bank reconciliation for July and August 2023:

Monthly Balance Sheet	Jun-23	Jul-23	Aug-23
Expense (Cashbook)	£6,008.32	£ 4,414.41	£3,417.55
Income (Cashbook)	-713.00	-2,831.00	-930.00
Monthly Balance (Cashbook)	5,295.32	1,583.41	2,487.55
Bank Statement (First DOM)	95,864.75	90,569.43	88,986.02
Bank Statement (Last DOM)	90,569.43	88,986.02	86,498.47
Bank Monthly Balance	5,295.32	1,583.41	2,487.55

FC23/149 (c) Cllr. Turner asked if he could let Rebecca Turner, Christmas Lights volunteer, know that she could purchase some new lights. **RESOLVED** Members agreed to the purchase of lights to the budget level and noted the following earmarked funds currently held by the Council:

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Reserves	Mar	May	Jun	Jul	Aug	TOTALS
Footpath Funds	2,656.34			50.00		2,706.34
Playground funds	123.98			1,900.00		3,023.98
Millennium Copse & MTF	200.00					200.00
Locality funding	660.00					660.00
Uplyme Village Safety project	3,100.00					3,100.00
Neighbourhood Plan	171.02					171.02
Emergency fund	1,987.15					1,987.15
Community Infrastructure Levy	4,821.45					4,821.45
Uplyme Xmas Lights Project	199.48			500.00		1,199.48
UVN - Coronavirus Prompt Action Fund	0.00					0.00
War Memorial refurbishment	2,000.00		-2,000.00			0.00
Devon Resilience Funding	809.49					358.49
Stafford Mount project	65.79		-116.63			949.16
General (Bank balance less Reserves)		76,687.68	71,392.36	69,808.95	67,321.40	
Total Reserves	16,794.70					19,177.07

FC23/150 Quotes

- (a) Members discussed the merits of the two quotes received for garden design after receiving a verbal report from Cllr. Mrs Wiscombe, project lead for the Stafford Mount revitalisation. Cllr. Mrs Frost proposed that the quote for £450 provided by Anna Wardrop Garden Design be accepted, seconded by Cllr. Hackett. The proposal was agreed with one abstention. **RESOLVED** The Clerk to notify the contractor to commence drafting a design.
- (b) Members considered the quotes received for replacement war memorial plaques. The cost of replacing both plaques was prohibitive. **RESOLVED** The Clerk, Cllrs. James and Hackett to research other contractors who may be able to carry out repairs/replacements to obtain further quotes.

FC23/151 Community Ownership Fund

Members could not identify any projects which would qualify for this government funding.

FC23/152 Community Litterpick

Members confirmed the litterpick would take place on Sunday 15th October, meeting at 8.30am for a safety briefing before a 9am start at the Village Hall.

FC23/153 Climate Action for smaller Councils

- (a) Members noted information provided by the Clerk on the training recently attended.
- (b) Cllr. Turner spoke about the carbon footprint of school-related travel.
RESOLVED Cllr. James offered to write to the County Council regarding the

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allocation of school places to local families and to copy this letter to MP Richard Foord. District Councillor Susan Westerman suggested that the Council contact Axmouth and Rousdon & Combpyne to find out what action they are taking to mitigate climate change.

- (c) **RESOLVED** The Parish Council will support the River Lim project to clean up, monitor and improve the water quality.

FC23/154 Councillor Development Framework

Members did not wish to participate in continuous professional development.

FC 23/155 Highways Issues

- (a) Members discussed the amount and safety of vehicles parking on Gore Lane, and wished this to be enforced by Devon County Council (DCC). Cllr. Mrs Frost requested some more 30 roundels on the road from the roundabout to Yawl, as drivers tended to speed there. Cllr. James spoke about refreshing the resolution for the zebra crossing by the village hall. Cllr. Turner advised Members that HGV's were still using the Shapwick road, but that this needed formalized by DCC. Cllr. Hackett also advised Members that cars were driving the wrong way up the one way system of Crogg Lane coming out onto Lyme Road. **RESOLVED** These issues to be raised at the next Highways Forum.

FC23/156 Residents and other correspondence

- (a) Members considered the request from a Chardstock resident to turn off the streetlights during the night. Cllr. Turner advised that because the lights were on the main B3165, it would not be prudent to turn off the lights. **RESOLVED** The Clerk to thank the resident for their enquiry, but to advise that it would not be appropriate for Uplyme.
- (b) No further correspondence received.

FC23/157 Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill

- (a) A report had been received from the Footpath Warden regarding missing fingerposts. **RESOLVED** The Clerk to locate the new footpath noticeboard, as the replacement maps had been received. Cllr. Pratt generously agreed to install the new noticeboard. Also, the Clerk to pass on the defects report to the public rights of way officer at Devon CC.
- (b) Cllr. Mrs Frost spoke about the 'fouling' issue in the playground, which turned out to be rotting vegetation and stagnant water, which Cllr. Mrs Frost had kindly cleared. **RESOLVED** The Clerk would ask for those using the playground to report any defects/issues to her within a timely fashion so they could be quickly resolved.

Cllr. Turner was thanked for installing the 'dogs on leads' signs at the Cemetery. Cllr. Hackett reported that the metal gates needed some attention, and would attend a site meeting with a contractor to obtain a quote for sandblasting them. **RESOLVED** The Clerk to contact local metalworks contractors for comparable quotes to sandblast and red oxide the gates.

FC 23/158 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. He also thanked committee members for attending the August meeting.

Cllr. Mrs Daly left the meeting at 8.40pm.

FC23/159 Newsletter / Noticeboards / LymeOnline

No articles were suggested.

FC23/160 Defibrillator training

Members noted the training taking place on Saturday 14th October. **RESOLVED** The Clerk to publicise the training to both Lyme Regis residents and the Scouts.

FC23/161 Committee/Working Groups

- (a) Members noted the Planning Committee minutes dated 30th August 2023.
(b) No updates were available.

FC23/162 Public Forum/Members items

- (a) A member of the public asked for more advance notice of the free tree giveaway by East Devon DC in future. He also offered the assistance of the tree wardens in planting them and asked the parish council to encourage landowners to re-plant any trees they felled.

- (b) No issues were raised by Members.

FC23/163 Date of future meetings

RESOLVED The next meeting of the Full Council will be on Wednesday **11th October 2023** at Uplyme Village Hall at 7.15pm.

Meeting Closed 8.47pm

Signed by Chairman:

Date:
