



Uplyme Parish Council

c/o Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY
Tel: 07413 947067 Email: clerk@uplymeparishcouncil.org
Website: www.uplymeparishcouncil.org

Dear Councillor,

Members of the Estates & Personnel Committee are hereby summoned to attend the meeting on **Wednesday 8th November 2023 at Uplyme Village Hall at 6.50pm** for the purposes of transacting the following business.

Under the Local Government Act 1972 Schedule 12 p10(2), a Council cannot lawfully decide any matter that is not specified on the agenda.

Mrs. Zishan Adamson-Drage
Clerk to the Council

2nd November 2023

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Parish Clerk. Data Protection, Names of those participating in the meeting may be recorded, minuted and made public.

Estates & Personnel Committee Meeting on **Wednesday 8th November 2023**

Chair – Cllr. C James

Committee Members – Cllrs. A. Turner, C. Pratt, Mrs. P. Frost, P. Oakley

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the last meeting. (previously circulated)
- 3. To receive member's declarations of interest and dispensations in items on the agenda.**
- 4. Public Forum - 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.

DECISION ITEMS

5. Cemetery

- (a) Members to consider the quotes received for the refurbishment of the Cemetery gates, and to make any recommendations to full Council. ([appendix 1](#))

6. War Memorial

- (a) Members to note the replacement and repairs undertaken to the name plaques on the war memorial.

7. Stafford Mount project

- (a) Members to receive an update on the revitalisation of the Stafford Mount green space, to include garden design and paving safety, and if thought appropriate, to approve a contractor within the £3,000 budget pre-approved by full Council on 11th October 2023. ([appendix 3](#))

8. Staffing

- (a) Members to approve the Chair to conduct the Clerk's annual appraisal, with objectives to be recommended to full Council.

9. Policies

- (a) Members to consider, and if thought appropriate, approve the draft Homeworking Policy. ([appendix 2](#))

10. Date of the Next Meeting

The next meeting is scheduled for 13th March 2024.