



Uplyme Parish Council

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Minutes of the Meeting of the Council held on Wednesday 11th October 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, 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.

FC23/164 Apologies for Absence

Cllr. P. Oakley tendered his apologies, due to illness.

FC23/165 Approval of Minutes

RESOLVED that the minutes from the Annual Meeting of the Council held on **13th September 2023** be approved as a correct and true record and signed by the Chairman.

Proposed Cllr. Mrs C. Wiscombe and seconded by Cllr. Mrs. P. Frost. Agreed.

FC23/166 Declarations of Interest and Dispensations

None made.

FC23/167 Public Participation Session on items on the agenda

No items were raised.

FC23/168 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	Quotes being obtained for repair or to replace in stone or cast metal.
Meeting 7.12.22	Footpath Noticeboard	22/216	Noticeboard and map installed.
Meeting 8.2.23	LRTC Newsletter	23/30	October submission of article.
Meeting 10.5.23	Village clean up	AM23/06	Postponed - new date tba.
Meeting 14.6.23	Fixed Asset Register	23/104	Photographs still need to be taken.
Meeting 12.7.23	Grant request – Village Hall	23/129	Discussed Council's requests with VH Treasurer – further submitted information to follow.
Meeting 13.9.23	Stafford Mount garden designer	23/150	Informed successful contractor. Design will be ready late October.
Meeting 13.9.23	War memorial plaque repairs	23/150	Contacted 3 Dorset/Devon based bronze metalworking contractors to obtain quotes.
Meeting 13.9.23	Cemetery gate refurbishment	23/157	Met with one contractor, contacted another and still awaiting response from another to quote for sandblasting and red oxide preparation of the gates.
Meeting 13.9.23	Defibrillator training	23/160	Promoted on social media/noticeboard.

FC23/169 To receive reports

Chairman – Cllr. James informed the Council about discussions he had had with Lyme Regis and Uplyme CLT regarding Council support for a letter to go to EDDC regarding the proposed development of affordable housing at the Venlake exception site. District Cllr. Westerman was also lending her support to this. **RESOLVED** The Council supported sending the letter, which Cllr. James would notify Jonathan Smith.

Cllr. James had also met with representatives of the Bestic Trust to receive an update on the proposed new school building. Whilst the funds were not there to commence the school building yet, the Trust expected to start work within the next 12 months on a car park and multi-use games area, which would be outside the secure curtilage of the school and would be for community use.

Cllr. James had advised the River Lim Action group of Uplyme's support and intended to attend the next available meeting. He also hoped to continue work with Lyme Regis Town Council (LRTC) on the 20mph zoning.

Cllr. James informed Members that the volunteer who emptied the Cemetery green waste bin had found bottles and other items of waste deposited there which he was unable to dispose of. Members discussed the possibility of installing a public waste bin from the Cemetery budget. **RESOLVED** The Clerk to put up notices on the Cemetery bins to deter other waste being deposited and to ascertain costs associated with a public refuse bin being installed.

Parish Councillors – no reports received.

County Councillor – County Cllr. I. Hall was not present.

District Councillor – Cllr. Westerman advised councillors that EDDC was seeing

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some staff changes which may affect service, as some vacancies were as yet, unfilled.

FC23/170 Finance

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

Payments September

Name	Details	Amount	VAT
DCC Pension Fund	Pensions	£ 465.54	£0.00
Dennis Maps	Footpath funds	£ 60.00	£0.00
Fluxy's Grounds Maintenance	Grounds Maintenance	£ 653.80	£0.00
Fluxy's Grounds Maintenance	Millennium Copse & MTF	£ 90.00	£0.00
Uplyme Vill. Hall	Room Hire	£ 47.00	£0.00
SLCC Training	Registration/Subscriptions/Training	£ 24.00	£4.00
Z A-D	Travel/Expenses	£ 26.00	£0.00
Google Email	Telephone/Communication	£ 4.60	£0.00
O2	Telephone/Communication	£ 9.91	£1.65
Vision Express (eye test)	General Admin	£ 25.00	£0.00
Tesco (reimburse Z A-D)	Stationery/Misc	£ 9.50	£1.58
PKF Littlejohn LLP	Audit Fee	£ 378.00	£63.00
DCC Pensions fund	Pensions	£ 465.54	£0.00
Notice Me (footpath noticeboard)	Footpath funds	£ 185.88	£30.98
Staff costs	Salary PAYE/NI	£ 1,403.44	£0.00
Unity Trust Bank	Bank Charges	£ 18.00	£0.00

FC23/171 (b) Members noted the bank reconciliation for September 2023:

Monthly Balance Sheet	Jul-23	Aug-23	Sep-23
Expense (Cashbook)	£ 4,414.41	£3,417.55	£3,866.21
Income (Cashbook)	-2,831.00	-930.00	-£26,047.50
Monthly Balance (Cashbook)	1,583.41	2,487.55	-22,181.29
Bank Statement (First DOM)	90,569.43	88,986.02	86,498.47
Bank Statement (Last DOM)	88,986.02	86,498.47	108,679.76
Bank Monthly Balance	1,583.41	2,487.55	-22,181.29

FC23/172 (c) **RESOLVED** Members noted the following earmarked funds currently held by the Council:

Reserves	Mar	Apr	Jun	Jul	Aug	Sept	TOTALS
Footpath Funds	2,656.34			50.00		245.88	2,460.46
Playground funds	123.98	1,000.00		1,900.00			3,023.98

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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		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	-451.00				358.49
Stafford Mount project	65.79	1,000.00	-116.63			949.16
General (Bank balance less Reserves)						
Total Reserves	16,794.70					18,931.19

FC23/173 **(d) Budget Q2 2023-24**

Members noted the budget for quarter 2 of the current financial year and recommendations made by the RFO that the levels of general reserves equated to beyond 12 months' expenditure.

FC23/174 **AGAR 2022-23**

Members noted the external auditor's report, which did not highlight any areas of concern, and the conclusion of audit for 2022-23.

FC23/175 **Parish Infrastructure Investment Plan (PIIP)**

Members discussed the merits and disadvantages of developing a PIIP with the community of Uplyme. Cllr. Turner proposed that the Council should not develop a PIIP, seconded by Cllr. Pratt. **RESOLVED** The Council did not want to develop a PIIP at this time.

FC23/176 **Quotes**

- (a) Members considered the quotes for hard landscaping. Members were unsure whether there was a requirement for non-slip flagstones in public areas. Cllr. Turner proposed a spend limit of £3,000, seconded by Cllr. Hackett dependent on the safety requirements. **RESOLVED** The Clerk to find out and advise Members regarding safety requirements, pending a delegated decision with the Chair regarding choice of contractor.
- (b) Cllr. Hackett was still awaiting quotes. **RESOLVED** This item deferred to the November meeting.

FC23/177 **Community Litterpick**

Members noted the postponement of the litter pick.

FC 23/178 Saving Devon's Treescapes – Tree hub

Members considered the offer of operating a tree hub from the Devon Wildlife Trust, whereby native whip specimen trees could be given out to the community/landowners. Cllr. James stated that if the Village Hall would give permission, it could be held at the rear of the hall car park. Cllr. James also requested the involvement of the Tree Wardens. **RESOLVED** The Clerk to make arrangements to hold a tree hub with all the stakeholders.

FC23/179 Highways Issues

- (a) Members considered supporting a public petition in favour of the 20mph zone. They deferred support of a petition until they are able to see the petition itself.
- (b) Cllr. James suspended Standing Orders in order for a member of the public to mention issues they wished to be raised at the forthcoming A35 meeting. Standing orders were reinstated and then **RESOLVED** The Clerk to raise the issues as outlined on the completed questionnaire at the meeting.
- (c) Cllr. James wished to discuss the creation of a zebra crossing at the next Highways Forum.

FC23/180 Residents and other correspondence

- (a) Cllr. James had already informed Members about the letter from Uplyme & Lyme Regis CLT support of an affordable housing development in Venlake Lane, so this item was passed over.
- (b) The Clerk reported on a residents offer to clean up Cannington Lane outwith the community clean up. Members thanked the residents concerned for their efforts.

FC23/181 Footpaths/Millennium Copse/Stafford Mount/King George V Play Area/Trinity Hill

- (a) Nothing to report.
- (b) Cllr. Turner talked about putting up the Christmas Lights this year and the need for volunteers. **RESOLVED** The Clerk would put up a notice on the noticeboard and request people to get in touch on social media.

FC 23/182 Planning

- (a) Members noted the information received from Harcombe residents regarding appeal nos. APP/U1105/C/23/3321021 and 3321021.
- (b) Cllr. Turner updated Members on the developments on existing applications which had been decided by EDDC and any new applications which had been submitted.

FC23/183 Newsletter / Noticeboards / LymeOnline

- (a) **RESOLVED** The Clerk would email Members for a short piece on themselves and a head shot photograph for the newsletter collaboration with Lyme Regis Town Council.

FC23/184 Defibrillator training

Members noted the training taking place on Saturday 14th October.

FC23/185 Committee/Working Groups

- (a) Members noted the Planning Committee minutes dated 27th September 2023.
- (b) (i) Members were pleased with the maintenance of Millenium Copse.
- (ii) Cllr. Turner advised that since he had placed the signage regarding keeping dogs on a lead in the Cemetery, more local residents had been keeping watch for uncontrolled dogs.

FC23/186 Public Forum/Members items

- (a) A member of the public asked for information on sandbags and where they are available. He also mentioned the poor state of repair of Lime Kiln Lane and the need to cut back the hedges in lower Rocombe Lane **RESOLVED** The resident would send the property names to the Clerk for letters to be sent to the property owners to cut back the hedges.
- (b) No issues were raised by Members.

FC23/187 Date of future meetings

RESOLVED The next meeting of the Full Council will be on Wednesday **8th November 2023** at Uplyme Village Hall at 7.15pm.

Meeting Closed 8.47pm

Signed by Chairman: _____

Date: _____