

The meeting of the Council was held in the Village Hall on Wednesday 13<sup>th</sup> January 2016 at 7.15pm.  
Chairman Cllr Garland.

**Present:** Cllrs Duffin, Frost, Garland, James, Kidson, Mason, Ostler, Pratt, Pullinger, Turner, and 9 members of the public.

1. **Apologies for absence** were accepted from C Cllr Knight (at another meeting).
2. **Adoption of Minutes:** It was resolved unanimously to adopt the minutes of the December 2015 meeting (proposed Cllr Turner, seconded Cllr Frost).  
Meeting adjourned for the Open Forum, at which the dangerous stretches of BP65 past Honeysuckle Cottage were discussed – handrail requested at far end by Mill – being investigated by Coastal Community Team.
3. **Matters arising:** none.
4. **Pecuniary or other interests** none.
5. **Planning: Applications considered by Planning Committee:** (see committee minutes for full details).
  - **16 Barnes Meadow T1**, Sycamore: reduce, T3, Sycamore: fell to coppice. *No objection*
  - **Greenways Gore Lane T4**, Ash: Reduce. *No objection*
  - **Honeysuckle Cottage Harcombe** Two storey rear extension (amended plans). *No objection*
  - **West End Lyme Road** Proposed dormer window and first floor window on east elevation. *No objection*
  - **Bridlepath Lodge Woodhouse Hill** Proposed extensions to dwelling. *No objection*
  - **Hartgrove Hill Farm Trinity Hill Road** Retention of 2 no. flag poles and flags and 3 no. freestanding signs. *Objection*

**Applications approved by EDDC:**

- **Coombehayes Barn Wadley Hill** Removal of condition to allow unrestricted residential use.
- **Upper Cottage Rocombe** Internal alterations and installation of soil vent pipe and extraction unit.
- **Ayot Gore Lane** Replacement dwelling (amended and additional plans).
- **Harcombe House Harcombe** Tree work.
- **Annies Field Farm (land north of Carswell Farm)** Erection of agricultural workers' dwelling.
- **Hunters Moon Yawl Hill Lane** Construction of replacement dwelling (revised position and design).
- **16 Barnes Meadow** Tree work.
- **Greenways Gore Lane** Tree work.
- **Honeysuckle Cottage Harcombe** Two storey rear extension (amended plans).
- **West End Lyme Road** Proposed dormer window and first floor window on east elevation.
- **Bridlepath Lodge Woodhouse Hill** Proposed extensions to dwelling.
- **Shapwick (Uplyme) Quarry** Erect building for storage for drying of raw lump chalk.

**Neighbourhood Plan:** Public consultation meeting on 23<sup>rd</sup> Jan – 11-3pm.

6. **Finance:** The Clerk submitted the schedule of current payments for approval. It was resolved unanimously to approve them (proposed Cllr Turner, seconded Cllr Kidson). The Clerk reported that Cllr Garland had checked the bank reconciliation for December, payments made vs bank statement, and January payments vs invoices. The Council did not wish to opt out of the standard external auditing arrangements to be made from 2017, in line with NALC recommendations. The Clerk reminded the Council that a meeting of the Finance Committee still needed to be held, and she would be running some training sessions for users of internet banking early in the next week.

The Chairman moved to defer item 7 on the agenda (Precept) to the end of the meeting to give time to consider this important issue.

7. **Appointments to committees:** following the inquorate Finance Committee meeting in December: Cllrs Pratt and Frost were appointed to the Finance Committee, and Cllr Kidson to the Personnel and Estates Committee.
8. **Correspondence.**
- Whalley Lane resident has asked PC to consider double yellow lines where parking near no. 1 has stopped emergency vehicles getting through. B Hoare has indicated that this would go on a wish list only. Cllr Turner will speak to the PCSO and get an officer to issue tickets if necessary (also by Venlake Cross).
  - Clerk has had responses from 7 people definitely interested in the Clerk's job. The draft is for responses by 15 Feb, interviews by the end of February, and a handover period during March, to start April 1st.
  - It has been suggested that the Council should minute thanks for all the unpaid help given to residents by Cllrs and volunteers. Cllr Frost made a draft list and asked people at the meeting to add their ideas. Discussion about other voluntary organisations in the village, and volunteer awareness of what can be done. To be publicised (without names) as a paragraph in the *Parish News*.
  - Up to £2000 available from DCC for flood resilience measures – Cllr Turner suggests applying for road signs, barriers etc. Working party of Cllrs Turner, Ostler, Garland and J Fowler to investigate.
  - Formal notice from PCC of intention to hand over churchyard maintenance in March 2017, now the churchyard is officially closed. Next month, a new survey of the churchyard walls will be conducted, and a copy of the Ecclesiastical Insurance policy should be requested to check cover on the walls.
9. **Parish council land:** Pound Cottage will be auctioned at Easter. Millennium Copse visited by Cllr James and Duffin to inspect sycamore trees at base of site – suckers need clearing. Barnes Meadow residents have already planted some trees, and Cllr Duffin spoke about plans to clear brambles and plant more trees. It was resolved unanimously that Cllr Duffin should purchase oak and field maple trees, guards and stakes at a cost of £75 (proposed Cllr Turner, seconded Cllr Ostler). The Clerk had not been successful in finding out the status of the transfer of the copse, and was asked to write to the liquidators' solicitors telling them that the work would go ahead. Cllr Frost reminded the Council that the walls at Stafford Mount were in need of repair but the chosen contractor was still busy. A working party of Cllrs Pratt, Turner and Garland was appointed to look at the possibility of the Council taking on roadside grass cutting.
10. **Reports to note:**
- i. **Finance:** position at 31/12/15
  - ii. **Footpaths:** P3 form is being completed by Cllr Garland.
  - iii. **Lengthsman:** – Cannington will be a priority.
  - iv. **Highways:** hedge opposite the old forge is causing problems for pedestrians – Cllr James will investigate whether it belongs to Barnes Meadow.
  - v. **D Cllrs report:** recycling/refuse contract is a big part of budget. Should be balanced, decision by 24/2. 4% inc. is likely. Local plan now almost passed inspection.
11. **Any other business:** none.

The meeting was adjourned for the Open forum part 2: parking opposite the end of Venlake Lane and Barnes Meadow causes problems, but double yellow lines are not favoured by police (traffic calming). Mrs C Wiscombe volunteered her help with the defibrillator and 1 Whalley Lane parking (as an employee of SWAS). The new PA system will be installed at the half term.

12. **Precept:** The proposed 2016-17 budget was discussed and the Clerk answered questions on the figures. It was resolved unanimously to approve the budget<sup>1</sup> and set the precept at £20,656.97 (including CTB grant), the same level per household as last year (proposed Cllr Turner, seconded Cllr James).

There being no other business, the meeting closed at 8.42.

Signed ..... Chairman

Date .....

<sup>1</sup> Powers used to award grants in the budget:

- Citizen’s Advice Bridport: section 142 of LGA 1972
- Axe Valley and Dorset Ring and Ride: Transport Act 1985 sections 22, 23, 106a
- Parish News: section 111 of LGA 1972
- Royal British Legion (poppy wreath): section 137 of LGA 1972

## UPLYME PARISH COUNCIL

Item	current total expenditure	expected future expenditure	total expected expenditure a	amount in current budget b	difference (a-b)	percentage spent	2016/17 budget	amount to be precepted
audit	510.00	0.00	510.00	500.00	-10.00	102%	510.00	520.00
bank charge	15.00	0.00	15.00	0.00	-15.00	n/a	0.00	15.00
cemetery repairs	0.00	0.00	0.00	250.00	250.00	0%	250.00	0.00
cemetery waste	460.00	5.00	465.00	125.00	-340.00	372%	0.00	340.00
defib lease	0.00	0.00	0.00	0.00	0.00	n/a	1800.00	1800.00
election	0.00	0.00	0.00	2000.00	2000.00	0%	0.00	-2000.00
emergency repairs	0.00	893.00	893.00	500.00	-393.00	179%	500.00	893.00
flood expenses	0.00	0.00	0.00	100.00	100.00	0%	100.00	0.00
grants/licence	1300.00	17.00	1317.00	1317.00	0.00	100%	1327.00	1327.00
grass cutting	0.00	0.00	0.00	0.00	0.00	n/a	1500.00	1500.00
grounds maint	5303.97	1768.03	7072.00	10000.00	2928.00	71%	8000.00	5072.00
insurance	0.00	480.00	480.00	500.00	20.00	96%	590.00	570.00
lengthsman	200.00	0.00	2000.00	2000.00	0.00	100%	2000.00	2000.00
new clerk expenses	0.00	0.00	0.00	0.00	0.00	n/a	750.00	750.00
office	80.08	85.00	165.08	120.00	-45.08	138%	150.00	195.08
playground	1681.42	0.00	1681.42	50.00	-1631.42	3363%	50.00	1681.42
postage	26.21	10.00	36.21	20.00	-16.21	181%	20.00	36.21
room hire	148.94	350.00	498.94	450.00	-48.94	111%	400.00	448.94
salary/NI	6660.27	2074.59	8734.86	8292.00	-442.86	105%	8224.80	8667.66
subscriptions/reg.	520.30	0.00	520.30	520.00	-0.30	100%	530.00	530.30
tree work	0.00	0.00	0.00	0.00	0.00	n/a	3000.00	3000.00
training	0.00	0.00	0.00	40.00	40.00	0%	300.00	260.00
travel exp.	85.69	30.00	115.69	200.00	84.31	58%	150.00	65.69
web fees	111.00	0.00	111.00	110.00	-1.00	101%	111.00	112.00
working from home	162.00	54.00	216.00	216.00	0.00	100%	216.00	216.00
<b>Totals</b>	<b>17264.88</b>	<b>5766.62</b>	<b>24831.50</b>	<b>27310.00</b>	<b>2478.50</b>		<b>30478.80</b>	<b>28000.30</b>
								2478.50
Self-funded items: see reserves below								

**UPLYME PARISH COUNCIL**

Reserves	Opening balance	Current income	Current		Expected expenditure	Closing balance		Top up 2016/17
			expenditure	Expected income				
Playground	4080.00	0.00	1631.42	50.00	0.00	2498.58		750.00
Mill. Copse + MTF	2198.86	0.00	0.00	0.00	100.00	2098.86		
Uplyme Speed Camp.	379.01	0.00	0.00	0.00	0.00	379.01		
Cemetery maint.	794.00	0.00	460.00	0.00	5.00	329.00		750.00
Emergency repairs/flood etc	2115.18	119.17	248.00	0.00	40.00	1946.35		
Lengthsman	0.00	2000.00	200.00	0.00	1800.00	0.00		
Parish Paths Partnership	3856.17	0.00	1300.00	0.00	50.00	2506.17		
NBH Plan	6232.18	5100.00	2328.83	0.00	6000.00	3003.35		
Churchyard sinking fund	2000.00	0.00	0.00	0.00	0.00	2000.00		
Locality fund	0.00	1000.00	1216.67	0.00	0.00	-216.67		216.67
PT 2014-15	0.00	0.00	0.00	1521.00	1521.00	0.00		
<b>Totals:</b>	<b>21655.40</b>	<b>8219.17</b>	<b>7384.92</b>	<b>1571.00</b>	<b>9516.00</b>	<b>14544.65</b>		<b>1716.67</b>
INCOME	current total income	expected future income	total expected income	amount in budget	difference			2016/17 budget
bank interest	5.43	6.00	11.43	10.00	1.43			20.00
cemetery fees	4340.00	2700.00	7040.00	2500.00	4540.00		5 year average >	4500.00
<b>Totals:</b>	<b>4345.43</b>	<b>2706.00</b>	<b>7051.43</b>	<b>2510.00</b>	<b>4541.43</b>			<b>4520.00</b>
<b>Precept calculations:</b>								
To be precepted		28000.3	<i>(includes underspend e.g. on election)</i>					
Less extra income	4540.00	23460.30						
Less anticipated income	4520.00	18940.30						
Plus extra reserves	1716.67	<b>20656.97</b>						

UPLYME PARISH COUNCIL

Precept table:

	Tax base	CTB Grant		Gross precept	Minus grant				
	858	247		20656.97	20409.97				
<i>Calculations to show precept payments for 2016-17, precept set per approved budget</i>									
	Net Precept		Tax Base		Band D property				
	20409.97		858		23.79				
<b>Council Tax Bands</b>									
	A	B	C	D	E	F	G	H	
	6/9th	7/9th	8/9th	9/9th	11/9th	13/9th	15/9th	18/9th	
	6	7	8	9	11	13	15	18	
<b>2016/2017</b>	£15.86	£18.50	£21.14	<b>£23.79</b>	£29.07	£34.36	£39.65	£47.58	
2015/2016	£15.84	£18.48	£21.12	£23.76	£29.04	£34.33	£39.61	£47.53	
Annual Increase	£0.02	£0.02	£0.02	£0.02	£0.03	£0.03	£0.04	£0.05	
Annual %	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	
Total per month	£1.32	£1.54	£1.76	<b>£1.98</b>	£2.42	£2.86	£3.30	£3.96	
Total per week	£0.30	£0.36	£0.41	<b>£0.46</b>	£0.56	£0.66	£0.76	£0.91	
Increase per month	£0.0013	£0.0015	£0.0018	<b>£0.0020</b>	£0.0024	£0.0029	£0.0033	£0.0040	
Increase per week	£0.0003	£0.0004	£0.0004	<b>£0.0005</b>	£0.0006	£0.0007	£0.0008	£0.0009	

**Important note:** Clerk subsequently advised by EDDC that she had incorrectly transcribed the CTB grant figure from the paperwork sent. This should be revised as follows:

Tax base	CTB Grant		Gross precept	Minus grant
858	417		20656.97	20239.97

which in fact means a very small decrease per household, but does not otherwise affect the budget.

Annual Increase	-£0.12	-£0.14	-£0.16	-£0.17	-£0.21	-£0.25	-£0.29	-£0.35
-----------------	--------	--------	--------	--------	--------	--------	--------	--------