

The meeting of the Council was held in the Village Hall on **Wednesday 8th June 2016 at 7.15pm.**

Chairman Cllr James.

Present: Cllrs James, Frost, Duffin, Kidson, Mason, Ostler, Pratt, Pullinger, Turner, and 7 members of the public.

1. **Apologies for absence:** None. Open Forum: David Sole reported that Stafford Mount brambles are overhanging on pavement and need cutting back. Parish Council will arrange to clear the Stafford Mount side but cannot enter the derelict property, Parish clerk to contact Simon Flux to prune and cut brambles. John Garland was recently asked by BT engineer for permission to cut down trees in the same property. Plans have arrived for amendment to School to increase parking. They have ignored an earlier response from the Parish Council and also have not consulted back with the Parish Council with new amendments and have already put the new recommendations forward. John Garland said that they should have discussed revised plans with the council. Cllr Pullinger did not see the plans that were submitted. Cllr James suggests that we write to the council as this is not appropriate and should withdraw the undertakings that they have made. Cllr Turner suggests that we write on behalf of the Parish council that we do not agree with the process, Cllr James will write the letter. Beryl Denham reported that a neighbour's boundary wall is being eroded from a silage tractor and heavy Lorries destroying the hedges. Parish clerk to send hedge letter's to Lymewood Nursing home, 3 Venlake Close and 2 and 3 Ethelstone's Close regarding their hedges should not be overhanging the public pavement and need to be trimmed back.

It was reported that graffiti was seen on the Cannington Viaduct, Parish Clerk to write to owners and ask if this could be cleaned up.

2. **Adoption of Minutes:** It was resolved unanimously to adopt the minutes of the May 2016 meeting (proposed Cllr Turner, seconded Cllr Pratt).
3. **Matters arising:** Dog thesis: It was suggested East Devon will supply a bin for £100 and will empty at a fixed rate per annum, (proposed Cllr Turner, seconded Cllr Kidson).

Cllr Duffin has suggested changing the current committees to an Environment Committee which will be put on the July agenda for proposal.

Difribulator: The village hall committee have offered to locate the difribulator on the outside of the village hall for access. Parish Clerk will thank the Village Hall committee in writing.

4. **Pecuniary or other interests:** Cllr Turner declared an interest and will read out the details on planning.
5. **Planning: Applications considered by Planning Committee:** (see committee minutes for full details).
 - **16/1090/FUL, Winters Farm, Rocombe,** Construction of single storey extension, The Parish Council Planning Committee does not object to the application
 - **16/1087/FUL, Hoyton Farm House, St Marys Lane,** Construction of a double pile roof to the dwelling to provide additional living accommodation, garage/workshop and replacement pump house, The Parish Council Planning Committee does not object to the application
 - **16/0776/FUL, Pitt White Cottage, Mill Lane,** Replacement dwelling, The Parish Council objects to this application as overdevelopment of a small plot putting protected trees at risk in the future, the new building if allowed should remain in the curtilage of the Pitt White House. Seeing this as a new development it should have a 106 agreement applied to this
 - **16/0824/FUL, Talbot Arms Hotel, Lyme Road,** Erection of new dwelling, The Uplyme Parish Council Planning Committee object to this application subject to the following comments: We would like Highways to be informed of the following points:
 - a) the 2 parking spaces shown on the plan will deprive the brewery lorry of its normal parking place

for deliveries and will therefore mean that the latter will have to park further towards the Talbot Arms, creating an obstruction to passing traffic.

b) At present the visibility of the road ahead from the village gateway is slightly restricted. The presence of this new dwelling will cause even more lack of visibility to oncoming traffic in both directions. Should it have a 106 agreement! This should always remain part of the curtilage of the main building.

Applications granted or refused by EDDC:

- **15/1994/OUT, Land West Of Herons Brook Venlake**, Outline application with all matters reserved for the construction of 4no dwellings (three affordable and one open market), community orchard and provision of two rear access paths. (Amended plans.) Approved with conditions
- **16/0708/FUL, Perhams Holcombe Lane**, Change of use of field to provide new access and construction of garage, Approved with conditions
- **16/0766/FUL, The Halt Venlake**, Construction of single storey rear extension and balcony, 2no dormers to north elevation, Approved
- **16/0825/FUL, White Wings Woodhouse Hill**, Re-build and extension of garage, construction of outbuilding in front garden, Approved
- **16/0996/FUL, 27 Whalley Lane**, Conversion of loft ; construction of rear dormer window including juliet balcony, Approved with conditions

Neighbourhood Plan: Simon Williams presented an update on the latest plan, Simon outlined the importance and the contribution of the parishioners with the plan and the way to put forward which is currently at pre submission consultation stage, 50% of the plan needs to be adopted to approve for consultation, Cllr Ostler suggested that the Lime Kiln Lane area on the plan has to be changed. (Proposed Cllr Duffin, seconded Cllr Kidson). Thanks to Simon on behalf of the Parish Council for all the hard work so far. (Full details of the plan are available on the Uplyme website or by request to the Parish Clerk).

6. **Finance:** The Clerk submitted the schedule of current payments for approval. It was resolved unanimously to approve them (proposed Cllr Turner, seconded Cllr Ostler). The Clerk reported that Cllr James had checked the bank reconciliation for May, payments made vs bank statement, and June payments vs invoices. Cllr James suggested increasing the clerks hours from 15 to 20 per week due to increase in work load, (Proposed Cllr Turner, seconded Cllr Ostler).

7. **Annual Governance Statement 2015/16**, this was put to the committee members by the clerk:

We acknowledge as the members of Uplyme Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31st March 2016, that:

	<i>'Yes' means that the council:</i>
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	Prepared its accounting statements in the way prescribed by law.

2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.	Has only done what it has the legal power to do and has complied with proper practices in doing so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	During the year has given all persons interested the opportunity to inspect and ask questions about the council's accounts.
5 We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the council.
7 We took appropriate action on all matters raised in reports from internal and external audit.	Responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	Disclosed everything it should have about its business activity during the year including events taking place after the year- end if relevant.

8. **Correspondence.** Cllr John Garland's resignation was read out to members and thanks were given again for all the hard work.
9. **Parish council land:** New Environment Committee will be proposed by Cllr Duffin at next council meeting.

War Memorial - Cllr Duffin obtained a quote for an hourly rate for repairing the War Memorial in case of damage which comes to approximately £25,000, again this was suggested that to cover this with insurance it will have a premium of £95 p.a. Cllr Duffin suggested that it's not worth insuring but to put some money to one side in case of damage. The majority of the council voted against insuring the war memorial at the present time.

Cllr Frost suggested that the bus shelter needs refurbishment and re-staining, Cllr Ostler and Cllr Duffin offered to look at this, Parish clerk to ask regular maintenance tradesman 'Roger Fisher' for quotes.

Cllr Kidson will be replaced by Cllr James on the footpaths committee.

10. Reports to note:

- i) Finance: position at 31/05/16
- ii) Lengthsman: Cllr Pratt asked the question that Mr Flux cuts the grass outside church but who cuts the grass on other areas in and around Uplyme, Cllr Frost suggested that the council have a responsibility but will not do it; Jim Knight advised that grass verges are down to the landowner. The council need to consider this for future cutting. Flooding plans are being discussed and prepared in July 2016.

Cllr Turner to contact DDC and arrange site meeting with Cllr James on Improvement of footpath through the glen to the mill.

- iii) Highway matters: None.
- iv) Playground: Cllr Frost- The hole needs filling by the hedge of the playground, Parish Clerk to arrange fixing.
- v) Meetings attended by Councillors: Cllr James reported back on his meeting regarding the application at Glebelands at Knowle. Cllr Frost - Community Health Seaton and district are asking for volunteers and have asked the 'Parish News' to advertise a request for volunteers.

11. County Councillor's report: Cannington Lane is now been done in one phase and is now completed. Boundary commission have said that there are no changes to council boundaries and Axminster will cover Uplyme in the future. There was no absence notification or report sent from the District Councillor.

12. **Any other business:** Cllr Turner mentioned that the Coastal Community (Adrian Ragbourne) is to propose a disable access and coastal path which may lead to a further £150,000 bid in the future. Cllr Turner will be the contact on the border pathway. Cllr Ostler questioned the low cost housing (Guinness Trust) Cllr James is to write to confirm the process of allocation of lettings when available in Uplyme.

The meeting was adjourned for the Open Forum part 2: Beryl Denham asked if we could use the highways board at the village hall. Parish Clerk to see if this is still available. David Sole asked if the council have a list of vacancies of people requiring housing, the committee responded that this is confidential and not available.

There being no other business, the meeting closed 8.52pm.

Signed

Chairman

Date