

The annual meeting of the Uplyme Parish Council was held in the Village Hall on Wednesday 11th May 2016 at 7:27pm. Chairman Cllr Garland.

Present: Cllrs Duffin, Frost, Garland, Ostler, Pratt, Turner, Kidson, Mason, Pullinger, James and 6 members of the public.

1. To elect a Chairman and to receive the Chairman's declaration of acceptance of office;

to elect a Vice-Chairman: Cllr James was elected unanimously as Chairman (proposed Cllr Turner, seconded Cllr Mason), and his declaration of acceptance of office was received. Cllr Duffin was elected unanimously as Vice Chairman (proposed Cllr Garland, seconded Cllr Turner). After stepping down as Chairman, Cllr Garland was thanked by Cllr Duffin and all the committee for all the dedication and hard work he has provided to Uplyme Parish Council and was presented with a gift of appreciation for his service.

Meeting was adjourned for the Open Forum, at which the following matters were discussed: A member of the public suggested that The Glen needs a large waste bin for dogs excrement, Cllr James will investigate who owns the territory and getting some advisory notices for the area - Beer parish council use a sign on a grey bin – John Fowler suggested that it would be a good idea to position it at the Rhode Lane end of the Glen for the bin as people will use it more there and it is emptied about once a fortnight.

2. Apologies for absence: None.

3. Appointment of Officers and Committees, etc: The council decided the membership of its committees for the following year and the following appointments were made: (proposed Cllr Turner , Seconded Cllr Kidson)

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| RFO | Clerk – R Neave |
| Internal Auditor | Cllr Pullinger |
| Planning Committee | Cllrs Frost, Garland, Mason, Pratt, Turner, Ostler (Cllr Duffin to Replace Cllr Garland on June 6th) |
| Finance Committee | Cllrs Duffin, James, Pullinger, plus one other |
| Estates and Personnel Committee | Cllrs Duffin, Frost, Pratt, Kidson |
| Footpaths working party | Cllrs J Fowler, T Sweeney, Kidson |
| Maintenance supervisor | Cllr Pratt |
| Children's Playground supervisor | Cllr Frost |
| Emergency Plan working party | Cllrs Frost, Ostler, Turner plus other(s) |
| Emergency contact | Cllr Mason |
| Flood working party | Cllrs Mason, Ostler, Turner, Duffin, Clerk |
| Lengthsman Supervisor | Cllrs Pratt |

The following people to serve on outside bodies as Council representatives:

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| King George's Field Committee | Cllr Ostler |
| Neighbourhood plan group | Cllrs Duffin, (subsequent co-options added Cllrs James, and Pullinger to the list) |
| Police Liaison | Cllr Turner |
| Ring & Ride Committee | Cllr Kidson |
| School Trustee | Cllr Frost |
| Seaton Coastal Traffic Group | Cllr Ostler |

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| Uplyme Charities Committee | Cllr Pullinger |
| Village Hall Committee | Cllr Kidson |
| Seaton/Axminster community health working party | Cllr Frost |

4. **Adoption of Minutes:** It was resolved unanimously to adopt the minutes of the April 2016 meeting (proposed Cllr Garland, seconded Cllr Kidson).
5. **Matters arising:** None.
6. **Pecuniary or other interests.** No requests for dispensation or declarations of interest were received.
7. **Planning:** Neighbourhood Plan -The final draft of the neighbourhood plan will be distributed out to the committee for review and decision at the next council meeting.

To formulate a response to these planning applications:

- a) 16/0930/FUL ~ Haven Cottage Harcombe, Lyme Regis DT7 3RN ~ Install rooflights, door and chimney to existing outbuilding ~ Alice Meacham: It was resolved unanimously to respond as follows: "The Parish Council Planning Committee does not object to the application"(proposed Cllr Garland, seconded Cllr Pratt). Reason: On condition neighbours have no outlook issues.
- b) 16/0996/FUL ~ 27 Whalley Lane Uplyme, Lyme Regis DT7 3UR ~ Conversion of loft ; construction of rear dormer window including juliet balcony ~ Mr & Mrs S Petty: It was resolved unanimously to respond as follows: "The Parish Council Planning Committee does not object to the application"(proposed Cllr Pratt, seconded Cllr Frost). Reason: No objection

Applications considered by the Planning Committee: (see committee minutes for full details).

- **Harcombe Cross Harcombe Road, Axminster EX13 5TB**, Reserved matters application pursuant to application 13/1975/OUT for the erection of a dwelling (matters of layout, scale, access, appearance and landscaping to be considered - The Parish Council Planning Committee does not object to the application. Condition: Subject to Drainage underneath access if appropriate
- **Hunters Croft Charmouth Road, Axminster EX13 5ST**, Single storey rear extension - The Parish Council Planning Committee does not object to the application
- **Perhams Holcombe Lane, Uplyme Lyme Regis, DT7 3SN**, Change of use of field to provide new access and construction of garage, The Parish Council Planning Committee object to the application. Reason: The Uplyme Parish Council Planning Committee objects to the amended plans because the change of agricultural land to domestic use has not been justified, and is outside the village envelope. Any new access arrangements should be subject to DCC Highways approval.
- **The Halt Venlake, Uplyme Lyme Regis, Devon DT7 3SE**, Construction of single storey rear extension and balcony, 2no dormers to north elevation - The Parish Council Planning Committee does not object to the application
- **White Wings Woodhouse Hill, Uplyme Lyme Regis, DT7 3SL**, Re-build and extension of garage, construction of outbuilding in front garden - The Parish Council Planning Committee does not object to the application. Subject to the condition that it must remain within the curtilage of the main house, garage extension should be the same materials as bungalow and additional shed remain within the curtilage of the main house.

Applications granted or refused by EDDC:

- **Beech House, Woodhouse Lane.** Construction of two storey and single storey side extensions; enlargement of existing porch and construction of detached garage (demolition of conservatory) (extra info re. trees) - Approved with conditions

- **Land East Of Redlane Cross, Rocombe.** Erection of temporary agricultural workers' dwelling and poultry unit - Withdrawn
 - **Harcombe Cross Harcombe Road, Axminster, EX13 5TB.** Reserved matters application pursuant to application 13/1975/OUT for the erection of a dwelling (matters of layout, scale, access, appearance and landscaping to be considered - Approved with conditions
 - **Yawl Cliff, Yawl Hill Lane, Uplyme, Lyme Regis, DT7 3XF.** Construction of two storey side extension and replacement balcony to front elevation - Approved
8. **Finance:** The Clerk submitted the schedule of current payments for approval. It was resolved unanimously to approve them (proposed Cllr Turner, seconded Cllr Pullinger). The Clerk reported that Cllr Garland had checked the bank reconciliation for April, payments made vs bank statement, and May cheques vs invoices.
9. **Accounts: (Item 9 was deferred until next Council meeting due to accounts not being completed)**
- a) Effectiveness of internal audit:
 - b) Annual Governance Review:
10. **Correspondence.**
- Several councillors felt that the forthcoming A35 Chideock meeting invite would be a waste of time after the disappointing outcome of the A35 Hunters Lodge
 - Parishes together fund is open for projects 2016/17 and would welcome ideas or suggestions from Uplyme Parish Council and the parishioners for projects within the community.
 - Coastal community team – Uplyme PC investment of £1000 – drawings are being put together for a walkway off the main road with a 3ft wide access and public way from the village hall to old mill.
11. **Parish Council land.** Millennium Copse - Cllr Duffin has reported that the approach to the village should be tidied up and made a feature. Cllr Duffin outlaid a 5 year plan to improve the area and propose that we carry on clearing the overgrown area, so trees will survive and remove all brambles and brush with a working party. Letter of thanks to be sent to John Fowler and James Booth for their help.
12. **Reports to note.**
- i. **Finance** to April 30th.
 - ii. **Footpaths.**
 - iii. **Lengthsman.** Cllr Garland, already paid for 7.5 days work for the year. Mr Flux provides a quality service.
 - iv. **Highways** – Thanks to everyone for clearing the lane.
 - v. **Playground** – Once again moles have been caught to keep the playground safe to use.
 - vi. **Flooding** –
 - vii. **Meetings attended by Cllrs.** None.
 - viii. **County Cllrs report.** Jim Knight quoted that the Highways traffic group prioritised the Axemouth footpath by the church regarding prominent kerbing and paths. £1000 locality budget is available to apply for ASAP, also Uplyme can Bid for £10000 by December 2016 but must be a capital project, e.g., railings, fencing, etc. Uplyme Football club have already applied for some of this funding.
 - ix. **District Cllrs report.** Letter to Ian Thomas for absence or apologies.
13. **AOB.** Difribulator cannot be put in garage; an alternative suggestion is the village hall. Cllr Duffin – horse rider was witnessed using Lyme Road dangerously and with a dog running alongside, it was suggested that we need to do something about the safety for the public, maybe a sign highlighting the danger. Cllr Duffin proposed an alternative Environment Committee to be made up of 1. Footpaths, 2. Tree Warden/Planting, 3. Millennium Copse/Land, 4. Flooding, 5. Grass Cutting for the next council

meeting. Cllr Garland gave an update on the maintenance of the graveyard, notice of closure and a decision that needs to be made by 2017, the solicitor has advised on experience that church cannot opt out of insurance and there is a legal right to close the churchyard. It was made clear that if Uplyme PC decided to take it on and maintain it because of the poor condition and damages that would incur in bad weather it would require too much maintenance. If we do not take it on we can deny responsibility and hand it back to East Devon, the solicitor advised that if EDDC take on the maintenance they would legally have to cover costs. Cllr James commented that the church formally needs to write to Uplyme PC to take on the churchyard. Cllr Pratt suggests after inspecting the churchyard that it would be costly to take it on in the Parish. Cllr Pullinger advised that 12 months of intention is required and 3 months notice is required to make our minds up. Cllr James will write to the Parochial Church Council and confirm the position of Uplyme PC and the churchyard. Cllr Garland remarked that the last finger post has been fixed and we write to Terry Sweeney and Phil James to thank them for their efforts. Cllr Garland commented that online banking is convenient and accurate with Unity Trust Bank but we need more authorising signatories on the committee to complete transactions to keep accounts timely and accurate. Cllr Duffin was asked again about the rebuild costs of war memorial repair and what the stone masons repair would be compared to the insurance costs increase and suggested an alternative fund each year (£500) be put aside in case of repair. Cllr Garland advised that if the quote of replacing the whole war memorial is within the minimum cost, i.e. approximately between £20,000 and £30,000 then there would only be about £95 p.a. in additional premium added to the insurance.

The meeting was adjourned at 8.55 p.m.

Open forum – A member of the public suggested involving and consulting the British Horse Association to the dangerous horse safety problem in Lyme Road mentioned earlier in the meeting.

(Item 3 was discussed at this point)

There being no other business, the meeting closed at 09.15pm.

Signed Chairman

Date