

The Annual Meeting of the Council was held in the Village Hall on Wednesday 14<sup>th</sup> May 2014 at 7:30pm. Chairman Cllr Whiting.

**Present:** Cllrs Brown, Frost, Garland, Mason, Ostler, Pratt, Turner, Wellman, Whiting and 14 members of the public, plus two members of the press.

1. Cllr Whiting was elected unanimously as Chairman (proposed Cllr Turner, seconded Cllr Pratt). Cllr Garland was elected unanimously as Vice Chairman (proposed Cllr Whiting, seconded Cllr Turner). Meeting was adjourned for the Open Forum.
2. **Apologies for absence:** D Cllr Thomas and C Cllr Knight at EDDC Annual Meeting. (Cllr Thomas arrived later.)
3. **Appointment of Officers and Committees etc:** the following appointments were made:

RFO	It was resolved unanimously to appoint the Clerk as RFO (proposed Cllr Whiting, seconded Cllr Garland).
Internal Auditor	Cllr Garland
Tree Warden	Mr Ian Thomson
Planning Committee	Cllrs Brown, Frost, Garland, Mason, Ostler, Turner
Finance Committee	Cllrs Brown, Garland, Whiting
Estates and Personnel Committee	Cllrs Frost, Garland, Mason, Ostler, Pratt and Whiting
Footpaths working party	Cllrs Turner, Garland
Maintenance supervisor	Cllrs Garland, Pratt, Wellman
Children’s Playground supervisor	Cllr Frost
Emergency Plan working party	Cllrs Frost, Ostler, Turner, Whiting
Emergency contact	Cllr Mason
Flood working party	Cllrs Mason, Ostler, Turner, Whiting, Mrs Searle, Clerk
Lengthsman working party	Cllrs Garland, Ostler, Turner, Wellman

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

King George’s Field Committee	Cllr Pratt
Neighbourhood plan group	Cllrs Garland, Whiting
Police Liaison	Cllr Turner
Ring & Ride Committee	Mrs B Kidson
School Trustee	Cllr Frost
Seaton Coastal Traffic Group	Cllr Mason
Uplyme Charities Committee	Cllr Garland
Village Hall Committee	Cllr Pratt
Seaton/Axminster community health working party	Cllr Frost

4. **Adoption of Minutes:** It was resolved unanimously to adopt the minutes of the April 2014 meeting (proposed Cllr Garland, seconded Cllr Turner.)

5. **Matters arising:** none.

6. **Pecuniary or other interests.** No requests for dispensation or declarations of interest were received.

7. **Planning: Application considered at meeting:**

**9 Yawl Crescent** Proposed dormer windows. It was resolved to respond as follows: "The Parish Council does not object to this application" (proposed Cllr Turner, seconded Cllr Frost).

**Neighbourhood Plan** – consultation has begun; householders have already had a questionnaire and a public meeting. Various stakeholders are being consulted, especially landowners with regard to development sites. The group is using a working estimate of 20-30 houses over the next 20 years until the EDDC Local Plan is fixed.

**Other planning: Shire Lane proposals.** Many people (in both Uplyme and Lyme) were very concerned about this. Councillors noted that sustainability was not addressed, nor was there a demonstrated need for so many houses. An emergency meeting at EDDC was attended by Cllr Garland and Mr Broom, with Matt Dickins (Strategic Planner) and D Cllr Thomas. In MD's *opinion*, major developments of housing stock will be at Axminster, Honiton, and near Exeter, not in outlying areas. WDDC officers are similarly looking at Weymouth, Portland, Dorchester, Bridport. Because both local plans were called in, there is a hiatus that can be exploited by developers. WDDC's plan is expected in June, EDDC's in July; which may be before a planning application is submitted. Emerging NPs hold considerable weight even before referendum. Small developments in hamlets may be considered by planners if not enough sites can be identified in the village centre.

It was resolved unanimously that "The Parish Council considers that proposals for development in the Shire Lane/ Sidmouth Road area of Uplyme are totally inappropriate, being on a hilltop in an AONB, outside the development boundary, and not in accordance with the Uplyme Parish Design Statement as approved by EDDC in 2005; and that a working party be set up to fight such proposals" (proposed Cllr Whiting, seconded Cllr Turner).

8. **Finance:** It was resolved unanimously to purchase a copy of Local Council Risk Assessment software at £90.34 as recommended by the Internal Auditor (proposed Cllr Whiting, seconded Cllr Turner). The Clerk submitted the schedule of current payments for approval. It was resolved unanimously to approve them (proposed Cllr Garland, seconded Cllr Ostler). The Clerk reported that Cllr Garland had checked the bank reconciliation for April, payments made vs bank statement, and May cheques vs invoices raised (minuted per Internal Auditor's recommendation).

9. **Accounts**

a) The draft Annual Accounts for 2013/2014 were presented by the Clerk, and it was resolved unanimously to approve them as final. (Proposed Cllr Turner seconded Cllr Garland). The Clerk and Chairman signed the accounts after the meeting.

b) **Effectiveness of internal audit:** The Clerk summarised the steps taken to ensure that finances are properly monitored and controlled:

i. Financial regulations are in place.

ii. All payments are made by cheques signed by two Councillors.

iii. All payments are authorised by the RFO and approved by the full Council.

iv. Monthly audits and bank reconciliations are carried out by a member of the Council.

v. Biannual reviews of budget vs actual expenditure/income are made by the Finance Committee or Council.

- vi. Accounts are audited annually by an independent Internal Auditor and the issues raised will be addressed by the Finance Committee. The Clerk had provided all Councillors with a copy of the report.
- vii. The Finance Committee oversees and advises the RFO and the Council on all significant financial matters, including setting the budget.

It was resolved unanimously that the internal audit was thought to be effective (proposed Cllr Garland seconded Cllr Frost)

- c) **Annual Governance Review:** The Clerk read out the Annual Governance Statement, items 1 to 8. These were each approved by the Parish Council, and the statement was signed by the Chairman and Clerk.

10. **Correspondence.**

- ‘Parishes Together’ fund available again this financial year. Cllrs were asked to think of a suitable project by June.
- UPC is advised that the permit for milk waste dumping expires in August, and it would be worth lobbying together with Highways for better controls next time, given the amount of road damage caused and danger to pedestrians. Any evidence should be sent to the Clerk and will be confidential.

- 11. **Maintenance of Parish Council land.** Millennium Copse – Clerk to follow up again. Churchyard wall survey: Clerk to check with EDDC legal dept. on what conditions regarding the state of repair can be imposed on take-over. Trees at cemetery now cut – need to grow again to look better; hedges more manageable. Dangerous tree (according to tree survey) now felled in churchyard.

- 12. **Casual vacancy:** It was resolved unanimously to co-opt Mr John Duffin as a Councillor (proposed Cllr Whiting, seconded Cllr Ostler).

13. **Reports** to note.

i. **Finance** to April 30<sup>th</sup>.

ii. **Planning responses. Applications considered by the Planning Committee:**

- **Lindens Mill Lane** First floor extension over bungalow and new entrance lobby - *no objections, provided that EDDC Tree Warden agrees with proposed removal of trees.*
- **Larks Hey Woodhouse Hill** Alterations and extensions to include two storey and single storey extensions, first floor balcony, 2nd floor observation room with balcony and detached double garage (revised plans) - *objection to this application on the same grounds as the previous objection.*
- **Dove Cottage Holcombe Lane** Ancillary accommodation and office building - *objection.*
- **Land Adjacent Highways Harcombe Road** Proposed dwelling and access to highway approval of reserved matters (revised plans) - *no objection.*
- **Summerlands Harcombe** Construction of 2 storey side extension - *objection.*
- **Wandas Venlake** Replacement dwelling (revised plans) - *objection to this application on the same grounds as the previous objection.*

**Applications granted by EDDC:**

- **Land Adjacent Highways Harcombe Road** Proposed dwelling and access to highway approval of reserved matters. *Approved with conditions.*
- **Dove Cottage Holcombe Lane** Ancillary accommodation and office building. *Approved with conditions.*
- **Summerlands Harcombe** Construction of 2 storey side extension. *Approved with conditions.*
- **Golf Driving Range** Landfill site. *Approved by DCC against recommendations of officers – no details yet.*

- iii. **Footpaths.** Cllr Turner and T Sweeney have looked at the East Devon Way, and recommended that the Council gets estimates for routed wooden signs; chippings and also signposts by the Mill. FP70 needs steps cutting – landowner will be approached and an estimate sought. Clerk to enquire about Pitt White footbridge progress.
- iv. **Highway matters.** Venlake closure was objected to because the diversion was via Cannington; now changed to Trinity Hill and will occur in August. A35 junction meeting on 16<sup>th</sup> June at 9am in the Senior Citizens’ Centre in Axminster will be attended by Cllrs Turner, Garland, Whiting, Ostler, Mason.
- v. **Lengthsman.** T Vaughan from DCC Highways asked for a Meeting with Lengthsman WP – Clerk to arrange.
- vi. **Playground:** Cllr Ostler has mended the hole by the gate with scalplings but eventually a slab may be needed. Clerk to order a bag of sharp sand for playground safety surface repairs. The meeting was briefly suspended to hear from Mrs Denham re: the pile of logs at side of playground. This will be removed by Cllrs Ostler and Garland.
- vi. **Emergency Plan:** Clerk and Cllr Turner need a meeting to finalise the format.  
Cllr Turner left the meeting at 9.05pm.
- vii. **Flooding WP.** Preliminary hydraulic study results indicate the problems already identified by the WP many months ago. C Cllr Knight has requested a meeting with Guinness/DCC Highways and the Council to discuss the ditch at Venlake Meadow, which is still not working properly. Neil Parish MP will be approached on the subject after the meeting on 16<sup>th</sup> June.
- viii. **Meetings attended by Cllrs:** none.
- ix. **D Cllrs report** discussed Shire Lane proposals. Will engage with WDDC on the development. Broadband – 20Mb service still not rolled out. Private broadband service has been put in by the Trinity Broadband group, and may be extended to other villages. Small affordable-only developments are a priority for housing. Seaton Jurassic Centre funding is almost there.

There being no other business, the meeting closed at 9.20 p.m.

Signed ..... Chairman  
Date .....