

**UPTON PYNE AND COWLEY PARISH COUNCIL**

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON  
MONDAY THE 13<sup>th</sup> MAY 2013 AT 7.30PM IN THE  
VILLAGE HALL. Website address:**

[www.uptonpyne-pc.org.uk](http://www.uptonpyne-pc.org.uk)

**Present**

Cllr N Taverner  
Cllr K Tilley  
Cllr A Jackson  
Cllr R Short  
Cllr I Short  
Cllr C Smith  
Cllr E Rogers

**In attendance**

Mrs J Ward Clerk  
EDDC Cllr D Custance Baker  
Nick Baker Tree Warden  
2 members of the public  
DCC Cllr P Bowden

**AGM:**

- 1. Election of Chair and Vice-Chair:** the Clerk asked for nominations.

It was proposed and seconded to re-elect Cllr Short as the Chair.

It was proposed and seconded to re-elect Cllr Evans as Vice-Chair.

- 2. To agree the Audited Accounts:** accepted the accounts as audited: agreed and approved. These were the signed and dated by the Chair and the Clerk.

15 Minutes Open Forum.

- Welcome to new Councillor Mrs Kate Tilley.
- Presentation of flowers and gift to Mrs Pamela Keen and acknowledgment of all her work during her years spent as a councillor and as Chair of the Council. Cllr Jackson also acknowledged her work in raising funds for the Queen's Diamond Jubilee celebrations.
- Affordable Housing: the public asked about the Speke-Up article regarding a full drainage survey being completed. The Council said this was incorrect and a note would be sent to rectify this to Speke-Up.

**223/13 To receive apologies for absence:** Cllr H. Evans and Cllr S. Wass.

**224/13 Minutes:**

- Approved minutes of the 8<sup>th</sup> April 2013 and signed by the Chair.
- Approved minutes of the Annual Parish Meeting of the 22<sup>nd</sup> April 2013 and signed by the Chair.
- Approved minutes of the site meeting held at Oakfields, Upton Pyne, on the 12<sup>th</sup> April 2013 and signed by those councillors present at the site meeting.

**225/13 Declarations of interests:** Cllr K Tilley read, completed and signed the ‘Members’ Code of Conduct’ and ‘General Notice of Registerable Interests’ and the ‘Declaration of Acceptance of Office’ in the presence of the Clerk and Council members. The Clerk to send a copy of the former to EDDC. Cllr K Tilley and Cllr I Short were advised of dates of the forthcoming New Councillor Courses; courses taking place in Exeter will be held in December 2013. To advise the Clerk in due course in order to book places.

**226/13 Report by Community Police Officer WPC Lisa Crocker:** Read out by the Chair: Calls to Police for March 13

1 x Abandon 999 call	1 x Shots heard Cowley
1 x Noise complaint	1 x Near miss RTC Upton Pyne
1 x RTC Upton Pyne	2 x Domestic related
1 x Animal welfare call	1 x Damage only RTC Upton Pyne
	1 x Suspicious Vehicle Cowley

Crimes reported to Police March 13

1 x Assault related	April 13
1 x Theft by employee	2 x Domestic related

**227/13 Report by East Devon District Councillor D Custance Baker:**

- **Neighbourhood Planning:** The Clerk sent the recent communication from Cllr Custance Baker to all councillors today. After some discussion it was agreed that in view of the prohibitive costs to produce a Neighbourhood Plan a decision was made to delay taking this project in order to allow further consultation to take place.
- Cllr Custance Baker suggested updating the Parish Plan.

Cllr Custance Baker left the meeting at 8pm.

**228/13 Devon County Councillor P Bowden:** Cllr Bowden reported on news around the region. The Chair asked if he would look into the problems of getting a pedestrian walkway at Cowley Bridge.

Cllr Bowden left the meeting at 8.30pm.

**229/13 Updates on Councillors Responsibilities.**

- **Footpaths:** Cllr Smith produced a further invoice for work completed on the footpaths and handed to the Clerk. He spoke of the work in the Exe Valley and Pynes areas. Jackmore is now complete. He is waiting to hear about grants which may be available for the current financial year.
- **Pedestrian Walkway:** Cllr Evans has drafted a letter to the Head of Highways regarding Cowley Bridge. This to be sent to the Clerk in due course. Cllr Smith said funding for this will be difficult.
- **Flooding:** Concerns remain regarding the possible consequences and effects of how the flood prevention works that the Environment Agency plan to carry out for Exeter will affect the Parish, and in particular parts of Cowley. Representatives from the Parish Council are to attend the forthcoming Flood and

Emergency Forum being organised by EDDC and in addition we will be writing to the Environment Agency expressing our concerns and seeking clarification. Cllr P Bowden asked to be copied in on any correspondence. The Clerk will have more information once speakers and timings are confirmed by EDDC.

### **230/13 Finance.**

To sanction payment of accounts:

- a. Clerk's wages for May 2013: £187.99 plus £10.00 Home Allowance = £197.99. Approved.
- b. Training courses for Councillors and Clerk noted.
- c. Community First Insurance: £173.11. Approved.
- d. Vision ICT Website: £144.00. Approved.
- e. Reimbursement to Cllr I Short for refreshments and bouquets for the APM: £99.60. Approved.
- f. Reimbursement to the Chair for notice boards: £35.78. Approved.
- g. Internal Audit fees: £40.00. Approved. The Council thanked Mr Simon Grundy for his work on the internal audit.
- h. Annual Audit: See under AGM.
- i. Footpath invoice: £332.81. Approved.

### **231/13 Planning:**

1. Pynes, Upton Pyne: acknowledgment of ongoing work here.
2. Moor Farm, Upton Pyne: e-mail from Ian Treacy regarding his visit to the site. The owner Mr Leach has been requested to put in an application for the recent development that has been constructed.  
The caravan that is there is up for sale, and there is nobody living on site.  
I will update you if there is any more information before the application is received.

**232/13 The Sustainable Communities Act:** the Chair read to all: no action to be taken.

### **233/13 Communications/e: mails received for possible action:**

1. Letter of thanks from Geoff Saltmarsh for funding from the Parish Council to the Church.
2. Road Closure on Monday 3<sup>rd</sup> June 2013 to Friday 14<sup>th</sup> 2013 June in the Village read out by the Chair. The Clerk to send this to Speke-Up.
3. General discussion of circulars and e-mails circulated by the Clerk.

**234/13 Feedback on last month's circulations and items for future agendas.**

**Please submit any items for the next Agenda to the Clerk within the next 7 days.**

**Dates of the next meetings : 10<sup>th</sup> June 2013  
8<sup>th</sup> July 2013**

The meeting was closed at 8.45pm.