**UPTON PYNE AND COWLEY PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY THE 11th MARCH 2024 AT 7.30 PM AT THE VILLAGE HALL. Website address:** [**www.uptonpyne-pc.org.uk**](http://www.uptonpyne-pc.org.uk)

**Present In attendance**

Cllr B Short Mrs Ward Clerk

Cllr S Ward 2x members of the public

Cllr M Hewlett

Cllr M Cormack

Cllr T Jackson

Cllr M Leach

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| **Open Forum.**   * **Speke-Up notes:** Cllr Ward to write up. * **Potholes:** Cllr Cormack said the repair of some potholes was inadequate as they are not lasting and are breaking up. Mud on the roads is not being cleared. The report from the DCC Cllr was read out by the Chair regarding the piece written on Highway matters. It was suggested we write to Highways about these problems and ask about the trialling of the automatic machine for repairing potholes and how this is progressing. * **The Causeway:** the growth of vegetation was mentioned and that something should be done to clear this. The Parish Council is responsible for the maintenance of the Causeway and this subject to be discussed at the meeting in April. For the April Agenda. * **Friends of Upton Pyne:** a card has been received to thank the Parish Council for their kind donation towards the repair of the Church clock.   **Agenda.**  **33/24 To receive apologies for absence:** Cllrs: Dalton and Ryles.  **34/24 Minutes:**  to approve or amend the minutes of the meeting held on the 12th February 2024.Proposed and seconded to approve and signed by the Chair.  **35/24 Declarations of interests:** To be taken as identified: the Clerk reminded Councillors to advise her of any changes to their Register of Interests.  **36/24 Police Report:** 2 crimes reported for January 2024: 1x public order offence and 1x violence and sexual offences.    **37/24 Report by East Devon District Councillor** **J Kemp:**  the Chair said how important it is to have an active ED Councillor and in particular to advise the Parish Council on matters such as giving advice to the CLT in respect of the Affordable Housing scheme in Brampford Speke.  The Chair said that he is waiting to hear from the Acting CEO of EDDC who said he will discuss the matter of the non-attendance of the ED Councillor for the Exe Valley Ward, with his group leader.  **38/24 Devon County Councillor S Randall-Johnson:** The Clerk has circulated Cllr Randall-Johnson’s report to all Councillors for March. The relevant piece on Highway matters was read and discussed by the Parish Council. It was agreed to invite Cllr Randall-Johnson to the APM in June to speak at length about these matters which are of concern to Parishioners.  **39/24 Updates on Councillors’ Responsibilities.**   * **Footpath:** Cllr Ryles sent the following report: * I have checked several more footpaths and have more information to add to the condition survey. One concern is where the path goes from Upton Pyne Hill (just before Pyne view) between the pig fields, there are currently really deep tracks made by the tractor. These are a foot deep and across and difficult to navigate. Does anybody have contact details for whoever is working this land currently? * It was agreed to consult Richard Spurwayand for this to be placed on the April Agenda. * **Riding Access:** the comments forwarded by one of our Councillors, were read out and all agreed to endorse these as an appropriate and measured response to the enquiry. The Parish Council unanimously agreed that they are not in favour of changing footpaths to bridleways.   **40/24** **Finance: To sanction payment of accounts:**  **a. Clerk’s wages: for March 2024:** **£385.92 plus Home Allowance of £40=£425.92**. Extra Hours: UPPC meeting: 2.5 hours and 1 hour for travel to notice boards = 3.5 hours = £42.21 plus 1 hour for site meeting held on 17th February 2024 = £54.27 plus 2 hours for Appraisal meeting on the 4th March in Upton Pyne = £24.12 = total of £504.31. Proposed and seconded to approve.  **b. Training Courses:** for councillors and Clerk.  **c. Clerk’s Travel expenses:** 4 x trips, @ 45p per mile (8 mile round trip) = £14.40. Proposed and seconded to approve.  **d. Clerk’s Appraisal:** the forms are available for Councillors to see. Proposed and seconded to approve.  **e. Hard drive for the Clerk’s use:** (as agreed at the last meeting): £98.99: to reimburse the Clerk. Proposed and seconded to approve.  **41/24 Planning:**   * **23/2761/FUL: Forge Cottage, Cowley:** a site meeting was held on Saturday 17th February 2024. The Councillors who attended that meeting all agreed to support the application. The minutes were checked and approved and signed by the relevant Councillors. * **30 Glebe Close:** The Parish Council has been asked by the residents to reconsider our comments on this application regarding alterations to their property which was approved by EDDC. They are now about to start the work. Their request concerns the choice of colour for the exterior finish. It was pointed out that this could not be done and that the residents should approach ED Planning with the current proposals for the colour they would like to use and wait for their comments. The Parish Council said that it would only get involved again once ED Planning presented another application for this property. * **Any other planning issues:** received after Agenda posted.None received.   **42/24 Wi-Fi in the Village Hall:** see emails from Ian Findlay.  After much discussion the Parish Council were unanimous that they would not support this.  The Clerk to contact Ian Findlay about this decision.  **43/24 Upton Pyne Parish Plan:**  To discuss the final draft compiled by Cllr Ryles and the email and attachment sent to all from Cllr Ward.  Cllr Hewlett asked to discuss this along with the **Community Grants** Item 14 on this Agenda. Councillors received the forms which Cllr Hewlett downloaded from EDDC’s website. He said perhaps we should set up a working party for smaller grants and larger grants should be overseen by the Parish Council. There was a discussion on the procedure in applying for grants. Cllr Hewlett asked for Councillors’ comments to be sent to him. Cllr Jackson said there should be a time limit to run this scheme and to review it annually. To be discussed at the APM. Councillors were asked to respond to Cllr Hewlett’s email and the downloaded forms and for this to be discussed at the meeting in April. To be placed on the Agenda for April. It was agreed that Cllr Ryles ’final draft on the Parish Plan Questionnaire should be the one to use. To discuss again at the meeting in April and finalise in order to present at the APM in June. The Clerk to make inquiries from EDDC regarding their approval criteria for a parish plan.  **44/24 APM:** to discuss. As mentioned above, the Parish Plan will be the sole subject of the APM this year when it will be launched, as well as the talk from DCC Cllr Randall-Johnson.  **45/24 Warm Space:** there has been a failure to identify those who would want to use this facility. It was a good idea but not able to proceed. To take off the Agenda but to address again in the Autumn.  **46/24 Community Grants:** see above Item: 43/24.  **47/24 Drop Kerb at Cowley:** invoice: the Clerk has been in contact with Highways regarding this and the licence fee and she was advised not to pay the invoice until Highways had responded. The Clerk advised the Parish Council that she had emailed the contractor regarding this and was also waiting to hear back from them as well as from Highways. The work on the drop kerb began this week.  **48/24 Parish Lengthsman:** to discuss employing a contractor. The Clerk reminded Councillors of the email from Helen Selby of Highways last year which stated the training required for Chapter 8 accreditation, which is free from DCC Highways. The Clerk was asked to ask Highways for a list of these people as it may provide a suitable candidate for the Parish Council to employ as a contractor. Also, that a piece should go into Speke-Up about the aforementioned. The Chair will contact someone he knows who may be able to carry out the work and he will see Bill Hitchcock and tell him how the Parish Council is very appreciative of the work he carried out recently.  **49/24 Communications/e: mails received for possible action:**   * **Sovereign Playground:** the Clerk has received a brochure and spoken to a lady who would like the Parish Council to consider the options of installing equipment. To discuss. The Clerk was asked to email this lady and advise her that this is under consideration in the Parish Plan.   **50/24 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 meeting: 8th April 2024**  The meeting was closed at 9pm. |