

UPLOWMAN PARISH COUNCIL

Clerk to the Council : Robert Hodgson
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14/03/21

All Parish Councillors

Dear Councillors,

UPLOWMAN PARISH COUNCIL - NOTICE OF MEETING THURSDAY 18th March 2021, starting at 7.30pm By ZOOM

The next meeting of this Council will be on **THURSDAY 18th March 2021**. This will be a **virtual meeting held on line using Zoom**, starting at 7.30pm with any comments from the public. **The meeting link is below and in the Agenda.**

Draft Minutes of the last meeting have been circulated and can be found at <https://middevonparish.co.uk/uplowman/>.

We received sufficient offers of funds to enable us to go ahead with the Air Ambulance night landing light and a planning application has been made. There is a brief update on the broadband scheme attached.

Catherine Marlow, who has been tending the books in the phone box, has written wondering if UPC could support some modest improvements. Her letter is attached for discussion.

I attach a preliminary balance sheet for the year. This assumes that a payment will be made for the work on the bus shelter. It will be finalised after the year end (31 March), and is for your information only and any queries you may have at this time.

Proposed meeting dates for 2021: 20 May, 15 July, 16 Sept, and 18 Nov (all Thursdays).

Yours sincerely,

Robert Hodgson (Clerk to Uplowman Parish Council)

Zoom: Connection details:

<https://us02web.zoom.us/j/87606207906?pwd=K0M0UU0wSWdKb2FIUmphS2FsT0VoUT09>

Meeting ID: 876 0620 7906 Passcode: 812156

or call in on +44 203 901 7895 and input details via keypad.

UPLOWMAN PARISH COUNCIL
AGENDA FOR MEETING TO BE HELD online by ZOOM,
ON THURSDAY 18th March 2021 at 7.30pm

Connection: <https://us02web.zoom.us/j/87606207906?pwd=K0M0UU0wSWdKb2FIUmphS2FsT0VoUT09>

Meeting ID: 876 0620 7906 Passcode: 812156 or call in on +44 203 901 7895 and input details via keypad.
 The meeting will start with an open session at which parishioners may raise matters of concern.

1. Attendance.
2. Procedural matters, including reports from DCC and MDDC:
 - 2.1 Apologies for Absence
 - 2.2 Review of next meeting arrangements.
3. Minutes of last meeting (21 Jan 2021).
4. Matters arising from Minutes of last meeting not covered elsewhere
 - Church survey
5. Finance and procedures
 - 5.1 Current position :

Bank balance at last meeting :	£5,962.04
Income since last meeting (Par Mag + DAAT light)	£575.00
Expenditure authorised on 21 Jan:	£165.45
Current balance:	£6,371.59
 - 5.2 Payments for approval:
 - R Hodgson, salary + expenses (£580.00 + £7.40), and Landing light planning fee, £142.00
 - J Veen, grass cutting (£66.25)
 - Zoom & Membermojo will fall due (£145 and £75, app) plus repairs to shelter (£480+VAT).
 - 5.3 Draft balance sheet for 2020-21 for any comments
 - 5.4 Review Clerk's salary for 2021-2
 - 5.4 Clerk's appraisal: arrangements.
6. Planning
 - 6.1 20/02162/HOUSE: 1 Chapel Cott, Whitnage: Convert existing bldg to 4 space garage – decision awaited
 - 6.2 21/00128/MFUL: 86 dwellings at Braid Park
 - 6.3 Sip Shed/Po: Application for Premises Licence
 - 6.4 21/00460/FULL: UHRA Field, DAAT night landing light, submitted by UPC
7. Environment & Healthy living
 - 7.1 Reducing Uplowman's carbon footprint
8. Correspondence (See attached list plus any correspondence received after this notice)
 - 8.1 Environment, SWW, etc:
 - 8.2 Local Plans and Surveys.
 - 8.3 General Correspondence
 - 8.5 Village projects
9. Hall & Recreation Association
 - 9.1 Report.
10. Emergency Planning & Neighbourhood Watch
11. Community Projects and matters.
 - 11.1 Bus shelter roof fixed, proposals for bicycle rack installation.
 - 11.2 Air Ambulance night landing – Funding obtained, planning application submitted
 - 11.3 Parish broadband update, attached
 - 11.4 Bench on Green & Kissing Gates - update
 - 11.5 telephone box upgrade, see attached
12. Parish Transport/Paths.
 - 12.1 Sign at East Mere X fixed, Sewage leak at Greenend, Whitnage Road, and any other road issues
13. Date of next meeting (Thursday 20 May 2021, to be confirmed).

CORRESPONDENCE SINCE LAST MEETING (21 January 2021)

5. Finances

Ser No	Date received	From/to	Subject	Date replied/sent
533		MDDC	Parish precept request	22/01/21
534	23/02/21	Parish Mag	Donation of £550 for kissing gate restoration	
535	01/02/21	Patrick Adcock	Invoice for sign repair - £153.60, inc VAT - paid	08/02/21
536	02/03/21	MDDC	Receipt for DAAT planning application (£14	

6. PLANNING

Ser No	Date received	From/to	Subject	Date replied/sent
907		MDDC	20/02162/HOUSE: 1 Chapel Cott, convert bldg. UPC no obj.	28/01/21
908	15/02/21	MDDC	20/02162/HOUSE: 1 Chapel Cott, convert bldg. Approved	
909	16/02/21	MDDC	21/00128/MFUL: 86 dwellings at Braid Pk - circulated	
910	23/02/21	MDDC	Sip Shed/Po: Licence application - circulated	
911	12.03/21	MDDC	21/00460/FULL: UHRA field night landing light	

7.1 ENVIRONMENT, including Sewerage, Recycling, Roads & rivers, Healthy living

Ser No	Date received	From/to	Subject	Date replied/sent
363		SWW	Telephoned to report sewer leak at Greenend	22/01/21
364		DCC	Further movement of Whitnage Road	24/02/21
365		DCC	Surface of Uplowman hill slippery for horses	10/03/21

7.2 LOCAL PLANS & SURVEYS, including HRA

Ser No	Date received	From/to	Subject	Date replied/sent
322	25/01/21	MDDC	Survey of 'closed' churchyards	25/01/21

7.3 GENERAL CORRESPONDENCE

Ser No	Date received	From/to	Subject	Date replied/sent
1664	01/02/21	MDDC	Town & Parish News - circulated	
1665	01/03/21	MDDC	Town & Parish News - circulated	
1666	04/03/21	C&CD	Clerks & Councils Direct magazine	

7.5 Village projects.

Ser No	Date received	From/to	Subject	Date replied/sent
340	21/01/21	A Brown	Estimate for kissing gate repairs: £220	
341		Par Mag	Request for £550 for kissing gates	22/01/21
342		DAAT	Informing that UPC will go ahead with night landing light	25/01/21
343	02/02/21	DAAT	Questions for planning application	02/02/21
344	28/02/21	C Marlow	Wishing to refresh the telephone box - attached	

Plus about 675 incoming emails.

Broadband Update, from the Uplowman team

Sufficient people responded positively to enable the team to go ahead with an application but that the grant scheme has since finished.

Openreach are currently carrying out the surveys in the Parish to confirm their costings. Once that is completed we will receive a formal costing and contract from them.

The Uplowman team is liaising with Openreach and hope to hear in the next week or two.

The Government have announced a new voucher scheme so in any event we need to wait for that to launch (we are told that will be April).

Email from Catherine Marlow (sent to Community Hub).

Hi!

I have been tidying and sorting the book swap for a while now and I have some questions / thoughts for the Parish Council.

1. The door is very heavy and I think that some residents might find it difficult to open, or to keep it open whilst choosing a book. Is there any way that the self closer mechanism could be made less strong?
2. The books have all been cycled through and moved about quite a lot now. Would I have permission to take them all to a charity shop (when they reopen), and see if I can swap them with that charity shop? If they don't want the books, can I take them to the shop part of the recycling centre? If I can't swap them, could I have a very small budget to buy new ones from the charity shop (perhaps £10-£15)? I could then buy a better range of books for young, teens and adults, fiction and non-fiction.
3. It would be really great to get a set of bookshelves that are single book depth but taller, so we could have more accessible books and more of them. I could perhaps advertise to see if anyone has a set of suitable shelves in the parish mag or through the newsletter, or again, would I be able to have a very small budget to buy a set of shelves if I can find a suitable one?
4. If we had a hanging rack we could also have, on the left hand side, space for a seed swap which might appeal to younger residents? Is that something that might be allowed? I could research it and see whether I could find something appropriate.
5. The front door is wooden and is starting to get a little rotten at the bottom. The whole structure could do with a refresh by being repainted. It might be an opportunity to replace the panels as they have gone rather yellow. Just thought I would let you know!

Many thanks, Catherine

**Small Parish Council UPLOWMAN PARISH COUNCIL
DRAFT**

Summary Receipts and Payments Account for the year ended 31 March 2021

Prev. Year 2019/20		Curr. Year 2020/21
	RECEIPTS :	
3000.00	Precepts	3100.00
630.00	DCC Locality (for path)	
	Interest on Investments	
	Hall lettings	
	DAAT light	25.00
910.00	Grants from Parish Magazine	550.00
	Playing field lettings	
630.00	DCC Locality (for path)	
	Capital moneys – Sect 106	
	Other receipts	
92.56	VAT reclaim 2018-9	
5262.56	TOTAL RECEIPTS	3675.00

433.55	General Administration	295.43
1130.00	Staff costs	1160.00
75.00	S137 Payments to charities	146.00
	Costs of Covid (zoom, etc)	218.88
	Loan repayments	
	Running costs :	
	Village Halls – Defib pads	110.00
127.35	Elections	
350.00	Burial grounds	350.00
	Annual Parish Meeting	
	Highways (road sign)	153.60
	DAAT Night light	142.00
	Repair school path	600.00
591.60	Other payments: Grass cutting/wasps	601.57
236.75	Repairs TO bus shelter & bike racks	576.00
33.16	VAT to be reclaimed	247.09
2944.25	TOTAL PAYMENTS	4353.48

RECEIPTS AND PAYMENTS

Summary	£.p
Balance brought forward 1st April 2020	5678.42
Add : Total Receipts	3675.00
	<u>9353.42</u>
Less : Total Payments	<u>4353.48</u>
Balance carried forward 31st March 2021	4999.94

These cumulative funds are represented by :
Current Account £.p 4999.94

Add : After date bankings	
Less : unpresented cheques	
Net Bank Balance	4999.94
Other Deposits/Investments	Nil

RECONCILIATION

4999.94

Signed :
(Chairman) (Responsible Financial Officer)

Date : Date :

Updownman Parish Council

THESE ACCOUNTS ARE DRAFT AND SUBJECT TO AUDIT