

UPLOWMAN PARISH COUNCIL

Clerk to the Council : Robert Hodgson
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11/03/23

All Parish Councillors

Dear Councillors,

UPLOWMAN PARISH COUNCIL - NOTICE OF MEETING THURSDAY 16th March 2023, at 7.30pm IN UPLOWMAN VILLAGE HALL

The next meeting of this Council will be on **THURSDAY 16th MARCH 2023 IN THE VILLAGE HALL, UPLOWMAN**, starting at 7.30pm.

There will be an election of members for Uplowman Parish Council on 4th May. If you haven't already done so, please would anyone wishing to continue as a councillor submit their papers for candidacy by 4th April to MDDC.

We will have a presentation from Jeffrey Curd outlining his plans to repeat the 10k road race that Tiverton Harriers organised last May.

Suzanne Lewis will update us on progress with the Trim Trail.

I attach a list of updates and proposals for decision, which I hope will be useful.

The following meeting dates are arranged for 2023: 18th May, 20th July, 21st Sept, and 16th November (all Thursdays). Please note that, following the May Election, Uplowman will become part of Canonsleigh Ward and, therefore, this will be Ray Radford's last UPC meeting as our MDDC councillor.

Yours sincerely,

Robert

Robert Hodgson (Clerk to Uplowman Parish Council)

UPLOWMAN PARISH COUNCIL
AGENDA FOR MEETING on THURSDAY 16th MARCH 2023
To be held in Uplowman Village Hall, starting at 7.30pm

The meeting will start with an open session, when parishioners may raise matters of concern.

1. Attendance & Apologies for absence:
2. Reports from DCC and MDDC.
3. Minutes of last meeting (19th January 2023).
4. Matters arising from Minutes of previous meeting not covered elsewhere.
5. Finance and procedures
 - 5.1 Current position :

Bank balance at last meeting :		£5,360.49
Income since last meeting (locality grant)		£1,100.00
Expenditure authorised on 19 Jan 2023:		£455.40
Current balance:		£6,005.09
 - 5.2 Payments for approval:
 - R Hodgson, Salary & expenses (£725.00 + £12.15)
 - UHRA, Hire of Hall, May 22 to Mar 23 (£105.00)
 - 5.3 Review provisional year end accounts.
 - 5.4 Reminder that new PC will be elected in May
6. Planning
 - 6.1 22/00753/Full, Land at Stonebridge, replace shed with 2 dwellings, UPC objected, Awaiting decision.
 - 6.2 22/01345/FULL: Chamberlains, relocate equestrian building. UPC no object, decision awaited
 - 6.3 22/02326/F, Hill Farm, erect ag workers cottage. UPC no object, decision awaited
 - 6.4 23/00385/FULL: Hill farm erect shed, to be discussed in meeting
 - 6.5 23/00354/FULL: Willow Barn, erect holiday cottage. Site visit report and tbd at the meeting
 - 6.6 Update on football ground at Crazelowman
7. Community Projects and matters.
 - 7.1 Village signs update.
 - 7.2 Broadband update – implementation delayed by a year to Autumn 2024
 - 7.3 Trim Trail update.
 - 7.4 Coronation crab-apple tree
8. Environment & Healthy living
 - 8.1 Reducing Uplowman’s carbon footprint proposals
9. Correspondence (See attached list plus any correspondence received after this notice)
 - 9.1 Environment, SWW, etc:
 - 9.2 Local Plans and Surveys.
 - 9.3 General Correspondence
 - 9.4 Village projects
10. Hall & Recreation Association Report
11. Emergency Planning & Neighbourhood Watch
 - 11.1 Update on emergency planning
12. Parish Roads/Paths.
 - 12.1 Road patching planned for May – Uplowman to Wood end (12th) and Uplowman to Crazelowman (15th)
13. Date of next meeting (Thursday 18th May 2023).

CORRESPONDENCE SINCE LAST MEETING (19 Jan 2023)

5. Finances

Ser No	Date received	From/to	Subject	Date replied/sent
883		MDDC	Submit application for S106 funds for trimtrail (£7186)	10/02/23
884	14/02/23	CHAT	Receipt for donation	
885	18/02/23	MD Mobility	Receipt for donation	
886	22/02/23	DCC	£1100 from DCC Locality budget for Trim Trail	
887	01/03/23	DCC	£3000 offered from growing communities fund - accepted	10/03/23
888	03/03/23	Citizens Adv	Receipt for donation	
889	08/03/23	UHRA	Invoice for hall hire	

6. PLANNING & LICENSING

Ser No	Date received	From/to	Subject	Date replied/sent
969	06/03/23	MDDC	23/00385/FULL: Hill farm erect shed	
970	07/03/23	MDDC	23/00354/FULL: Willow Barn, erect holiday cottage	

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

Ser No	Date received	From/to	Subject	Date replied/sent
388	27/01/23	DCC	Road closure Uplowman to Wood End, 12 May	
389	30/01/23	DCC	Road closure Uplowman to Crazelowman, 15-16 May	
390		DCC	Emailed Cllr Slade re roads in Whitnage	01/02/23
391	08/02/23	DCC	Hope to resurface Whitnage roads next year	

7.2 LOCAL PLANS & SURVEYS, including HRA

Ser No	Date received	From/to	Subject	Date replied/sent
333	01/03/23	DCT	Survey of village halls, forwarded to UHRA	

7.3 GENERAL CORRESPONDENCE

Ser No	Date received	From/to	Subject	Date replied/sent
1713	01/02/23	DALC	MP Surgery info - put on board	
1714	02/02/23	MDDC	Reminder that photo id required by voters	
1715	02/02/23	Devon WT	Free tree available - obtained crab-apple	02/02/23
1716	22/02/23	MDDC	Candidate forms for councillors - forwarded	22/02/23
1717	28/02/23	C&CD	Clerks & Councils Direct magazine	
	07/03/23	Mr J Curd	Will attend UPC meeting to discuss 10k race	

7.5 Village projects.

Ser No	Date received	From/to	Subject	Date replied/sent
355	20/01/23	S Lewis	Various comms regarding proposed children's activity area	

Plus about 460 incoming emails.

UPDATES AND DECISIONS NEEDED

Item 5.3 Draft Year-end accounts

The expected financial out-turn at the end of March is attached. This is for your information and consideration in case you have any questions before the accounts are finalised. The final accounts are unlikely to change much, though details of the reconciliation will depend on cheques issued at this meeting clearing before the year end.

The final accounts and various reports will be prepared for agreement at the May meeting.

Item 5.4 Election

There will be an election of councillors to UPC on May 4th. All councillors who wish to continue in the role must put themselves forward as candidates. Papers have been circulated – the deadline is April 4th.

Please note that voters in person will need to have a photo ID with them. Spread the word.

Item 7.1: Village signs

Update from Cllr Branton. Signs have been designed but not yet made.

Item 7.2: Broadband Update

Further comms with Airband have not led to any change in their timetable, which will construct the Uplowman network during late summer-autumn 2024

Item 7.3: Trim Trail

Suzanne Lewis will present an update before the meeting.

Applications for grants totalling just over £19,000 have been made, more than the estimated cost of the project (about £15,000). £4,100 has so far been given or promised. Assuming that funds are provided to cover the full cost, spending this money will have to be phased carefully because the grants do not cover VAT and, in some cases, will not be paid until after the purchase. UPC can recover the VAT only after expending the funds so expenditure will be limited at any given time by the available reserves.

Please note that, if all this money is obtained, any significant additional projects by UPC this year may run a risk of taking us over the threshold (£25,000) where an external audit is required.

Item 7.4 Coronation

A crab apple tree has been obtained for planting in the church yard to mark the coronation of HM Charles III. Councillors may wish to consider whether to obtain a suitable plaque to accompany the tree and/or hold a ceremony to commemorate the occasion.

Summary Receipts and Payments Account for the year ended 31 March 2022

Prev. Year 2021/22		Curr. Year 2022/23
	RECEIPTS :	
3200.00	Precepts	3300.00
995.00	DCC Locality (for bus shelter & Trim trail)	1100.00
	Interest on Investments	
	Hall lettings	
3503.45	DAAT light	
650.00	Grants from Parish Magazine	
	Playing field lettings	
360.00	first aid training	40.00
	Capital moneys – Sect 106	
	Other receipts	
1568.45	VAT reclaim	
<u>10276.90</u>	TOTAL RECEIPTS	<u>4440.00</u>
	PAYMENTS	
667.24	General Administration	400.95
1400.00	Staff costs	1450.00
105.00	S137 Payments to charities	100.00
218.88	Membermojo & Zoom to 2022	75.00
	Loan repayments	
	Specific costs :	
156.00	Village Halls (defib, etc)	316.80
720.00	Elections /first Aid training (2022)	
350.00	Burial grounds	350.00
888.67	Parish Meeting	200.00
32.60	Road signs /Christmas tree	30.40
7526.26	DAAT Night light	
365.00	Repair school path/ kissinggates in 2022	
483.50	Other payments: Grass cutting/wasps	740.80
995.00	Repairs TO bus shelter & bike racks	
1304.20	VAT to be reclaimed	56.18
<u>13908.15</u>	TOTAL PAYMENTS	<u>3663.95</u>

RECEIPTS AND PAYMENTS

Summary	£.p
Balance brought forward 1st April 2022	4386.89
Add : Total Receipts	4440.00
	<u>8826.89</u>
Less : Total Payments	(3663.95)
Balance carried forward 31st March 2023	5162.94

These cumulative funds are represented by :
Current Account £.p 4386.89

Add : After date bankings
Less : unpresented cheques
Net Bank Balance 4386.89
Other Deposits/Investments Nil

RECONCILIATION
4386.89

Signed : (Responsible Financial Officer)
(Chairman)

Date : Date :

Updownman Parish Council

THESE ACCOUNTS ARE DRAFT AND SUBJECT TO AUDIT