

UPLOWMAN PARISH COUNCIL

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14 Jan 2024

All Parish Councillors

Dear Councillors,

UPLOWMAN PARISH COUNCIL - NOTICE OF MEETING
THURSDAY 18th January 2024, at 7.30pm IN UPLOWMAN VILLAGE HALL

The next meeting of this Council will be on **THURSDAY 18th January 2024 IN THE VILLAGE HALL, UPLOWMAN**, starting at 7.30pm.

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

The main item this month will be finalising the budget and setting the precept for next year. The paper attached is to provide background information.

The following meeting dates are arranged for 2023: I have booked the hall for the following dates in 2024 (all Thursdays): 21st March, 16th May, 25th July, 19th September, and 21st November.

Yours sincerely,

Robert

Robert Hodgson (Clerk to Uplowman Parish Council)

UPLOWMAN PARISH COUNCIL
AGENDA FOR MEETING on THURSDAY 18th January 2024
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.
 - 1.1 Proposals to fill vacancy arising from uncontested election
2. Reports from DCC and MDDC.
3. Minutes of last meeting (16 November 2023).
 - 3.1 Matters arising from Minutes of previous meeting not covered elsewhere.

4. Finance and procedures

4.1 Current position :

Bank balance at last meeting :	£4,420.56
Income since last meeting (don'n for trimtrail)	£50.00
Expenditure authorised on 16 Nov 2023*:	£525.00
Current balance:	£3,945.56

*Cheque for remembrance wreath not yet banked so not reconciled with statement

4.2 Payments for approval:

Payment for sign, £300, to be confirmed (invoice awaited)
 Replace rails by leat, on receipt of invoice. Estimate £850.00
 R Hodgson, Clerk's expenses since September (£9.40)
 Playsafe (RoSPA), £104, for trim trail inspection (might be before next meeting)

4.3 Consider budget needs for 2024-5 and set precept

4.4 Confirm continued membership of Devon ALC

5. Planning

- 5.1 23/00684/PIP: Land at Stonebridge, 2 self-builds, UPC objected, MDDC refused permission
- 5.2 23/00354/FULL: Willow Barn, erect holiday cottage. UPC objected, decision awaited
- 5.3 DCC/4358/2023: Greenway landfill. UPC objected on grounds of access. Decision awaited
- 5.4 23/01624/FULL: Rosebank, erect shed. MDDC Approved
- 5.5 23/01916/Full: Redwoods Inn, change use to residential. To be discussed

6. Community Projects and matters.

- 6.1 Village signs need to be finished and erected (Cllrs Westerman & Adcock).
- 6.2 Proposals for use of £275 from Parish Magazine plus £250 held from 2022-3 (Cllr Adcock)
- 6.3 Fruit trees on council Green

7. Environment & Healthy living

- 7.1 Taking a lead on 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
- 8.4 Village projects

9. Hall & Recreation Association Report

10. Emergency Planning & Neighbourhood Watch

- 10.1 Finalise plan

11. Parish Roads/Paths.

- 11.1 Whitnage road repairs.
- 11.2 Signage to reduce use of Whitnage Lane by large vehicles
- 11.3 Speeding at Crossways,
- 11.4 Replace rails (a) by and (b) behind Redwoods Skittle Alley.

12. Date of next meeting (Thursday 21st March 2024).

CORRESPONDENCE SINCE LAST MEETING (16 Nov 2023)

5. Finances

Ser No	Date received	From/to	Subject	Date replied/sent
911	12/12/23	DALC	2024 subs will rise by 40% (to around £140)	
912	03/01/23	RoSPA	Accepted instruction to inspect trimtrail, est £104	
913	05/01/24	Nat West	New Chequebook	
914	13/01/24	Nat West	Statement, balance =£3975.56	

6. PLANNING & LICENSING

Ser No	Date received	From/to	Subject	Date replied/sent
1010	20/11/24	Cllr Lock	Agreeing to call in planning application 23/01624/F (Rosebank)	
1011	20/11/23	MDDC	23/00684/PIP: Land at Stonebridge, 2 self-builds refused	
1012	22/11/23	MDDC	23/01451/Full: School temporary class room - approved	
1013	01/12/23	MDDC	23/01624/Full: Rosebank shed, revised drawings	
1014	06/12/23	MDDC	23/01658/CLU: Uplowman House. Cert of lawful use granted	
1015	15/12/23	MDDC	23/01916/Full: Redwoods Inn, change use to residential	
1016	18/12/23	MDDC	23/01624/Full: Rosebank shed, approved	
1017	04/01/24	MDDC	23/01916/Full: Redwoods Inn, deadline extended to 19 Jan	

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

Ser No	Date received	From/to	Subject	Date replied/sent
406	29/11/23	VCRR club	Will inform UPC of next rally (which will be last one)	
407	08/12/23	DCC	Notice of road closure E Mere to Stag Mill on 08 Dec (!)	
408	09/01/24	DCC HO, Mr Pike	Has informed budget holder of need to fix rails by leat	

7.2 LOCAL PLANS & SURVEYS, including HRA

Ser No	Date received	From/to	Subject	Date replied/sent
338			Nothing this time	

7.3 GENERAL CORRESPONDENCE

Ser No	Date received	From/to	Subject	Date replied/sent
1735	15/12/23	G Battson	Stranger behaving suspiciously – forwarded to social media	
1736	06/01/24	C&CD	Clerks & Councils Direct magazine	

7.5 Village projects.

Ser No	Date received	From/to	Subject	Date replied/sent
361	11/12/23	Cllr Adcock	Estimate for digitising map – £750+VAT	
362	13/12/23	MDDC	Proposing to plant fruit trees on council green - accepted	20/12/23

UPDATES AND DECISIONS NEEDED

Item 4.3: Budget

See attached summary of previous 2 years.

Cost of next year's audit: This will be £200 and is included on the 'Clerk's expenses' line.

Fences at leat: Some of the cost can be covered from the expected surplus over UPC's planned reserves. It is proposed to add £300 to the precept request to cover the remainder. In future years this would give an additional fund for small works.

Trimtrail maintenance

Cost of annual inspection has been much reduced by using RoSPA's special deal for PCs. Cost this year will be £104. Donations in hand are double that sum and, therefore, there is currently no need for the PC to add funding at this time.

DALC will increase their subs by about 40%. They are like insurance – essential support when needed. Please confirm continued membership.

Item 5.3: Inert Landfill & Waste recycling at Greenway

No decision yet. Application has been called in. decision expected January.

Item 6.1: Village signs:

As agreed in September, these need to have lettering coloured and to be oiled for protection before mounting them on the existing poles. **Cllrs Westerman and Adcock to action.**

Item 6.3: Use of grants from parish magazine

The SP & U parish magazine has generously sent us £275 as our grant in 2023. £250 remains unspent from last year. **Cllr Adcock to inform meeting of proposals for sound system in Hall or for large map display for decision.**

Item 10.1 Emergency Plan

Currently with Clerk to arrange to produce a user-friendly version.

11.1 Whitnage road repairs

Repairs will take 2 days to prepare and up to 5 days to complete, during which time the road will be closed. Locks Farm and Whitnage Farm to be kept informed for access by milk lorries. Work is planned for the February half term.

11.2 Whitnage Lane signage

Contact made with Halberton PC, who have already addressed this issue with police specialists. Update at meeting. It has been suggested that getting a prominent sign at each end of Whitnage Lane would result in them being visible on the Google Earth runs and might lead to the lane being taken off sat-nav routes. Still to be taken forward.

11.3 Speeding at Crossways

A parent of children at the School has offered to provide 'slow down' signs. **Cllr Adcock to report.**

11.4 Railings by leat and behind Redwoods

The rails by the Green are assumed to be UPC responsibility. Local supplier has been instructed to replace and work expected to take place mid January.

DCC inform that UPC's request to prioritise the rails behind the Redwoods Skittle alley has been passed to budget holder and pushed up their priorities.

UPLOWMAN PARISH COUNCIL

10 Jan 2024

Actual Annual Expenditure 2022-24 (rounded to nearest £) and Budget 2024-25

Figures for current year estimated	2022 to 2023		2023 to 2024		2024 to 2025	
Item	Actual		Estimate		Budget	
Precept	3300		3500		3950	
Grants and other income	1415		18390		205	
HM Customs, VAT rebate			3964			
Use surplus reserves					200	
Clerks' Salary		1450		1500		1550
Clerk's expenses / admin / audit		30		60		265
Chairman's/other's expenses				78		
Hall Hire for regular meetings		105		105		105
Admin (m'rmojo, training)		75		75		75
Insurance		182		162		162
Commun Projects /trim trail++		317		23692		955
Parish Social		200		0		0
Devon Ass of Parish Councils sub+		84		98		140
Grass cutting/tree cutting		741		650		653
Election (May 2023)		0		127		0
Churchyard support		350		350		350
Support local charities		100		100		100
TOTAL	4715	3634	25854	26997	4355	4355

+ DAPC subscription was deducted at source since 2000-2001. These figs adjusted as if it were not.

++ Community projects exp in 2022-23 include repairs to defibrilator. Trim trail running cost est at £450pa

Current year is estimated. There is now no charge for Annual Audit **but will be in 2024/5 (£200)**

NOTE : A PRECEPT OF £1000 IS EQUIVALENT TO A COUNCIL TAX OF £6.05 ON A BAND 'D' PROPERTY IN UPLOWMAN.

This estimate predicts cash in hand at year-end March 2023 to be £4294 (116% of planned reserves, when allowing for designated funds for trimtrail).

Cost of trim trail annual inspection = £104. remainder of trimtrail fund will be held for future maintenance/repairs

Propose that precept be increased to cover partial cost of replacing rails by leat and bring reserves back in line with planned figure of £3500.