

UPLOWMAN PARISH COUNCIL

Clerk to the Council : Robert Hodgson
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17 November 2024

All Parish Councillors

Dear Councillors,

UPLOWMAN PARISH COUNCIL - NOTICE OF MEETING THURSDAY 21st November 2024, at 7.30pm IN UPLOWMAN VILLAGE HALL

The next meeting of this Council will be on **THURSDAY 21st November 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. Our main consideration this meeting should be the budget for next year and how much precept to request. UPC doesn't have to make a final decision on these until the January meeting. Please note that recent unplanned expenditure means that UPC's planned reserves (£3,500, to cover emergencies such as change of Clerk, an election, legal advice in cases of dispute, and so on) have dipped significantly this year.

I have booked the hall for the following dates in 2025 (all Thursdays): 16 Jan, 20 March, 15 May, 17 July, 18 Sept and 20 Nov.

Yours sincerely,

Robert

Robert Hodgson (Clerk to Uplowman Parish Council)

UPLOWMAN PARISH COUNCIL
AGENDA FOR MEETING on THURSDAY 21st November 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.
2. Reports from DCC and MDDC.
3. Minutes of last meeting (19 September 2024).
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 :	£6,045.93
Income since last meeting (Trim Trail Donations)	£155.00
Expenditure authorised on 16 Sept	£1133.40
Current balance:	£5,067.53

4.2 Payments for approval:

A P Hayman, grass cutting (£144.00)
 PKF Littlejohn (Auditors) (£252.00, inc VAT) was paid previously
 Chieflowman Farm Ltd, removal of tree and fence, £412.80
 Uplowman PCC, for upkeep of burial ground, £350.00
 Royal British Legion, remembrance wreath, £25.00
 Torrridge, North, Mid and West Devon Citizens Advice, donation, £25.00
 Churches Housing Action Team, donation, £25.00
 Mid Devon Mobility, donation, £25.00

- 4.3 Audit report received and circulated
- 4.4 Budget 2025-6 and reserves policy
- 4.5 Possible Hybrid meetings for UPC

5. Planning

- 5.1 DCC/4358/2023: Greenway landfill. Not granted by DCC.
- 5.2 23/00684/PIP Land behind Stonebridge, 2 self-build houses. Refusal appealed. Appeal allowed.
- 5.3 24/00968/FULL: 1 Chapel Cottages, Glamtainer for holiday let. UPC no objection. Decision awaited.
- 5.4 24/00878/PNCOU: Stonebridge, change of use of Ag Bldg. UPC objected, decision awaited
- 5.5 23/019165/FULL, Redwoods, convert to dwellings. Has been appealed
- 5.6 24/01033/MFUL: Hill Farm, erect dairy cattle shed. UPC raised no objection.
- 5.7 Tiverton Eastern Urban Extension Area B consultation

6. Community Projects and matters.

- 6.1 Supporting the Redwoods Inn development.
- 6.2 Parish Website: update
- 6.3 Registration of gov.uk domain and emails
- 6.4 Tree on Green and decayed fence have been removed
- 6.5 Broadband update – Airband no longer supplying

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

11. Parish Roads/Paths.

- 11.1 Signage to reduce use of Whitnage Lane by large vehicles.
- 11.2 Flooding at stream

12. Date of next meeting (Thursday 16th January 2025).

CORRESPONDENCE SINCE LAST MEETING (19 Sept 2024)

5. Finances

Ser No	Date received	From/to	Subject	Date replied/sent
928	07/10/24	Cllr Moore	Arranged monthly bank statements and investigated online access	15/10/24
929	09/10/24	Nat West	Monthly statement bal =£5319.53	
930	11/10/24	PKF Littlejohn	Auditors report and bill	
931	18/10/24	Chieflowman Fm	Invoice for tree felling and fence, £412.80p	
932	05/11/24	MDDC	Precept request form	
933	07/11/24	Nat West	Monthly statement bal =£5067.53	

6. PLANNING & LICENSING

Ser No	Date received	From/to	Subject	Date replied/sent
1030	27/09/24	Cllr Westerman	24/00878/PNCOU: Stonebridge, change of use of Ag Bldg	09/10/24 30/12/99
1031	07/10/24	Planning Inspector	23/00684/PIP: Stonebridge, conversion. Appeal allowed	
1032		MDDC	24/00968/FULL: 1 Chapel Cotts, Glamtainer. UPC no objection.	
1033	22/10/24	MDDC	24/01033/MFUL: Hill Fm Dairy Shed, UPC no Object	
1034	25/10/24	MDDC	DCC/4358/2023: Greenway Landfill, notification of rejection	

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

Ser No	Date received	From/to	Subject	Date replied/sent
424	02/10/24	Neighbourhood HO	No safety defects on road by A361 bridge.	
425	07/10/24	Mrs N Branton	Informing of flooding in village. Emailed NHO	09/10/24
426	05/11/24	DCC	Offering call to discuss Whitnage Lane TRO (but no date)	05/11/24
427	10/11/24	Cllr Adcock	Report on inspection of flooding circulated	

7.2 LOCAL PLANS & SURVEYS, including HRA

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

7.3 GENERAL CORRESPONDENCE

Ser No	Date received	From/to	Subject	Date replied/sent
1761	08/10/24	Devon Air Amb	When will playing field be in use for fireworks?	08/10/24
1762	18/10/24	MDDC	Agenda for Annual Clerks meet on 20 Nov	
1763	28/10/24	CHAT	Requesting funds	
1764	30/10/24	DALC	Consultation on hybrid meetings - circulated	
1765	01/11/24	CDS	News that our brodadband programme is 'off' - forwarded	
1766	08/11/24	Bordon Gate PC	Offering councillor training - circulated	
1767	11/11/24	Defib supplies	Reminder to check defibrillator in date	
1768	11/11/24	Mid Devon Mob	Requesting funds	

7.5 Village projects.

Ser No	Date received	From/to	Subject	Date replied/sent
379	04/11/24	Cllr Moore	Note on gov.uk registration, to be discussed	

UPDATES AND DECISIONS NEEDED

Item 4.3 Auditor report

Auditors report has been received. It was sent in August but the clerk has no record of receipt. The one matter raised was that UPC should hold a register of assets, which will be done.

Item 4.4 Budget 2025-6

Summary of last year, the current year and proposed budget is attached.

This estimate predicts undesignated cash in hand at year-end March 2025 to be £2269 (65% of planned reserves after (a) including VAT to be reclaimed (£284) and (b) discounting funds held but designated for trimtrail maintenance (£342). The reserve of £3,500 was set in 2016 to cover emergencies such as need for a locum Clerk, an election, legal advice in cases of dispute, and should be reviewed. You can find the [current policy here](#) – along with UPC’s other policies. You will need to scroll down. The proposed budget would reinstate about 50% of the reserves shortfall and allow £500 for community projects.

Item 4.5 Hybrid meetings

The Deputy Prime Minister is running a consultation of PC views on the desirability of allowing virtual meetings – see DALC newsletter circulated earlier this month. What are UPC’s views? Note that considerable additional resources would be required in terms of equipment and time to set things up for hybrid meetings with both in person and online attendance.

Item 5.7 Tiverton EUE Area B.

So far as I can tell, there is no detail on the website yet – it will be posted when the consultation starts on 20 Nov. The links in the attachment didn’t work for me so, for convenience, I repeat them here: <https://letstalk.middevon.gov.uk/tiveueareabmasterplan>. The area being considered is to the south of Post Hill, opposite the junction where the Golf Course lane emerges. Councillors may wish to consider whether the master plan for this area will affect Uplowman.

Item 6.2: Parish Website

Item 6.3: gov.uk domain

The government is encouraging all local authorities to taken up gov.uk domains for emails and, if needed, websites. Cllr Moore will report on a webinar she attended on the subject, for discussion.

Item 6.5 Broadband update

As we suspected, CDS/Airband have now admitted that they are no longer planning to install fibre to premises in Uplowman. Suzanne Lewis has been in communication with them and with Openreach but it seems all is up in the air at present.

11.1 Whitnage Lane signage

This sign was spotted in Cornwall and I suggested to DCC that something similar was needed on Whitnage Lane. However, they say it’s not an approved sign so they can’t do it and offered a call to discuss. Still awaiting. I should add that, despite these signs in several places on a very narrow steep hill, I later witnessed a Range Rover proving too wide for the pinch-point. You can take a horse to water...

11.2 Flooding at stream

Cllr Adcock to report on investigations and present proposals for a general tidying up of the area around the bridge. To include removal of debris from river, cutting back the vegetation on the banks, and cutting additional water run-outs. More details in email sent by Cllr Adcock on 12th November.



UPLOWMAN PARISH COUNCIL

11 Nov 2024

Actual Annual Expenditure 2023-25 (rounded to nearest £) and Budget 2025-26

Figures for current year are estimated	2023 to 2024		2024 to 2025		2025 to 2026	
Item	Actual		Estimate		Budget	
Precept	3500		3950		4500	
Grants and other income	184 90		225		225	
HM Customs, VAT rebate	2049		1930		48	
Clerks' Salary		1500		1600		1700
Clerk's expenses / admin		118		372		120
Chairman's/other's expenses		0		0		0
Hall Hire for regular meetings		96		96		96
Training & outside meetings		78		0		50
Insurance		162		162		162
Commun Projects /trim trail++		241 85		850		600
Parish Social		0		200		200
Devon Ass of Parish Councils sub+		98		144		150
Grass cutting/tree cutting		549		1450		653
Election (May 2023)		127		0		0
Churchyard support		350		350		350
Support local charities		100		100		100
TOTAL	24039	27363	6105	5324	4773	4181

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

++Allowance for stream clearance costs of £250 included in 2024-5. Annual donations of £225 are received for upkeep of Trim Trail

Current year is estimated. Audit fees of £252 were paid this year but there is no charge for Annual Audit if gross turnover less than £25000.

NOTE : A PRECEPT OF £1000 IS EQUIVALENT TO A COUNCIL TAX OF £6.07 ON A BAND 'D' PROPERTY IN UPLOWMAN.

This estimate predicts undesignated cash in hand at year-end March 2025 to be £2269 (65% of planned reserves after (a) adding VAT to be reclaimed (£284) and (b) discounting funds held and designated for trimtrail maintenance (£342). This proposed budget would reinstate about 50% of the reserves shortfall.