

UPLOWMAN PARISH COUNCIL

Clerk to the Council : Robert Hodgson
Lower Beer,
Uplowman,
Tiverton EX16 7PF
Tel: 01884-821239
E-mail : UplowmanPC@btconnect.com

11 January 2026

All Parish Councillors

Dear Councillors,

UPLOWMAN PARISH COUNCIL - NOTICE OF MEETING THURSDAY 15th January 2026, at 7.30pm IN UPLOWMAN VILLAGE HALL

The next meeting of this Council will be on **THURSDAY 15th January 2026 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. An important matter for this meeting is to start a review of the budget for the next year so that our precept request can be finalised in January.

The following dates are booked for 2026: 19 March, 21 May, 16 July, 17 Sept, and 19 Nov (all Thursdays).

Yours sincerely,

Robert

Robert Hodgson (Clerk to Uplowman Parish Council)

UPLOWMAN PARISH COUNCIL
AGENDA FOR MEETING on THURSDAY 15th JANUARY 2026
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 (20 November 2025).
 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 :	£6310.54
Income since last meeting (for 1 st Aid training):	£360.00
Expenditure authorised on 20 Nov:	£1274.40
Current balance :	£5,396.14

Cheque to RBL not yet cleared

- 4.2 Payments for approval:
 Local Authority Technology CIC, councillor emails, (£192.00)
 Four Seasons Tree Services Ltd, for grass cutting (£136.80)
- 4.3 Review of UPC reserves requirement, led by Cllr Westerman
- 4.4 Proposals for project spending in Uplowman 2026-7
- 4.5 Confirm budget for 2026-7, see attached, and set precept.
5. Planning
 - 5.1 24/01033/MFUL: Hill Farm, erect dairy cattle shed. UPC raised no objection. Decision awaited
 - 5.2 25/01266/FULL: House at 3 Crossways. UPC objected, revised application expected.
 - 5.3 25/01366/FULL: Land at Stonebridge. Erect two self-build houses. UPC objected, decision awaited
 - 5.4 25/01449/FULL: Hr Reed Fm, livestock shed, UPC no objection, MDDC approved
 - 5.5 25/01526/DPO: Cuckoos Nest, discharge Section 106 agreement, UPC No objection, MDDC approved
 - 5.6 25/01439/HOUSE: Grasshoppers extension. UPC no objection, decision awaited.
 - 5.7 Planning Enforcement Officer consulted over unplanned use of office.
6. Community Projects and matters.
 - 6.1 Parish Website – Update – almost complete
 - 6.2 Registration of gov.uk domain and emails - Update
 - 6.3 Planter on the green update
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. Parish Roads/Paths.
 - 10.1 Signage to reduce use of Whitnage Lane by large vehicles.
 - 10.2 Proposals for managing flooding
11. Date of next meeting: Thursday 19th March 2026.

RELEVANT CORRESPONDENCE SINCE LAST MEETING (20 Nov 2025)

5. Finances

Ser No	Date received	From/to	Subject	Date replied/sent
973	19/11/25	UHRA	UHRA will charge for use of Hall for 1st Aid training.	03/12/25
974	29/11/25	D Robinson	Invoice for 1 st Aid training (£360), paid by cheque	
975	01/12/25	Cllr Adcock	Invoice from 4 Seasons (£136.80p) for grass cutting	
976	02/12/25	Cllr Adcock	Invoice from RBL for wreath (£27.50). Cheque sent	
977	05/12/25	Nat West	Statement, bal=£6225.14	
978	05/01/26	Nat West	Statement, bal=£5423.64	

6. PLANNING & LICENSING

Ser No	Date received	From/to	Subject	Date replied/sent
1057	24/11/25	MDDC	25/01366/FULL: Land at Stonebridge. UPC Objection	21/11/25
1058		MDDC	25/01439/HOUSE: Grasshoppers extension. UPC no object.	14/12/25
1059		MDDC	25/01526/DPO: Cuckoos nest remove S106 – UPC no object.	01/12/25
1059A	09/12/25	MDDC	25/01526/DPO: Cuckoos nest remove S106 - Approved	
1060	12/12/25	MDDC	25/01449/FULL: Hr Reed Farm shed - Approved	
1061	02/01/25	MDDC	Acknowledging receipt of enforcement enquiry	
1062	0/01/25	Mrs A Williams	Has set up to deliver training in planning matters to PCs	

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

Ser No	Date received	From/to	Subject	Date replied/sent
441		DCC Highways	Requesting discussion of Whitnage Lane	17/12/25

7.2 LOCAL PLANS & SURVEYS, including HRA

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

7.3 GENERAL CORRESPONDENCE

Ser No	Date received	From/to	Subject	Date replied/sent
1738	09/12/25	MDDC	Requesting Reg of Int form from Cllr Baugh - forwarded	09/12/25
1739	12/12/25	MDDC	Will recycle Christmas trees to 31/01 – put in newsletter	
1740		UHRA/Tristan	Enquiring about website progress	17/12/25
1741	23/12/25	MDDC	Electoral Register	
1742	23/12/25	MDDC	Clerk Training accepted	07/01/25
1743	03/01/26	Mr T Donald/UHRA	Website nearly ready. UHRA will maintain	
1744	10/01/26	C&CD	Clerks & Councils Direct newsletter	

7.5 Village projects.

Ser No	Date received	From/to	Subject	Date replied/sent
392	26/11/25	Cllr Adcock	Quote for hall bridge, forwarded to Cllr Raleigh	

UPDATES AND DECISIONS NEEDED

Item 4.3: Reserves

Cllr Westerman was to review UPC's required reserves. The level of reserves has not been reviewed since 2016 and many of the costs that the reserves might need to cover have risen.

Item 4.4 Project spending

All Councillors agreed to consider potential projects in the village, complete with costs, that might be funded from either the precept or from other funding sources to be identified.

Item 4.5 Budget and Precept

Taking 4.3 and 4.4 into account, plus the core costs proposed in the attached budget, UPC is to agree on planned spend 2026-7 and on the level of precept required to achieve a balanced budget.

Note that the budget as proposed includes about £800 for unspecified works in the parish. The estimate for this year's out-turn also shows a surplus of about £300 at present.

Item 6.1: Parish Website

For anyone who may not know what it looks like at the moment, please find the website at this link: <https://uplowmancreative.wixsite.com/uplowman-parish>

Tristan Donald and UHRA have been in contact and it seems that agreement is reached on the way forward.

Message from Tristan: *It is very much ready, just as soon as everyone is ready and willing to take it on. If needs be we can always introduce it at a later date say in the summer to allow for time to transition, agree the hosting etc?*

UHRA reply: *At the moment there are a couple of us on the village hall committee that update the website, I'm sure we'll be happy to continue. I assume it's just having access and a password to get into the site.*

Item 6.2: gov.uk domain

The Clerk has registered a central email address with Parish Online. It is clerk@uplowman-pc.gov.uk. Parish Online has been contacted to set up councillor addresses, which will cost £260 + VAT

Item 6.4: Planter on Green

Planter bought but not yet erected. Cllr Westerman to report on taking this forward.

11.1 Whitnage Lane signage

Email sent to DCC, acknowledged by Cllr Raleigh, but no response from Highways yet.

UPLOWMAN PARISH COUNCIL

15 Nov 2025

Actual Annual Expenditure 2024-26 (rounded to nearest £) and Budget 2026-27

Figures for current year are estimated						
	2024	2025	2025	2026	2026	2027
	to		5 to		to	
Item	Act	ual	Esti	mate	Bud	get
Precept	3950		4750		5000	
Grants and other income	175		525		500	
HM Customs, VAT rebate	1930		115		115	
Clerks' Salary		1600		1700		1800
Clerk's expenses / admin		385		435		400
Chairman's/other's expenses		0		0		0
Hall Hire for regular meetings		96		96		96
Training & outside meetings		0		0		50
Insurance		162		162		180
Commun Projects /trim trail++		853		491		600
Parish Social		200		0		250
Devon Ass of Parish Councils sub+		144		148		155
Grass cutting/tree cutting		1175		730		750
Trimtrail maintenance		96		140		100
Churchyard support		350		350		350
Support local charities		100		125		125
TOTAL	6055	5161	5390	4377	5615	4856

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

++ Annual donations of £225 are received for upkeep of Trim Trail. Funding for any stream work is not included

Current year is estimated. Audit fees of £252 (included in admin) were paid in 2024 but there will be no charge for Annual Audit as gross turnover 2025-6 is less than £25000.

NOTE : A PRECEPT OF £1000 IS EQUIVALENT TO A COUNCIL TAX OF £5.91 ON A BAND 'D' PROPERTY IN UPLOWMAN.

This estimate predicts undesignated cash in hand at year-end March 2026 to be £3891 (111% of planned reserves after (a) adding VAT to be reclaimed (£284) and (b) discounting funds held and designated for trimtrail maintenance (£354).

The proposed budget gives a surplus of about £800 for small works in the village in 2026-7. The noticeboard and benches needs repairs, for example.