**UPTON PYNE AND COWLEY PARISH COUNCIL**

**Notice is hereby given that the meeting of the Parish Council will be held on Monday 14th July 2025 at 7.30 pm in the Village Hall, Upton Pyne, to which councillors are summoned.**

**Members of the public are welcome to attend this meeting.**

**Website address:** [**www.uptonpyne-pc.org.uk**](http://www.uptonpyne-pc.org.uk)

15minutes Open Forum:

* Speke-Up Notes.
* Councillors’ Responsibilities: to discuss at the meeting in September.

**AGENDA**

**1. To receive apologies for absence:**

**2. Minutes**: To approve or amend the minutes of the meeting held on the 9th June 2025. APM minutes to check and approve.

**3. Declarations of interests**- To be taken as identified.

**4. Police Report:**

**5. Report by East Devon District Councillor:**

**6. DCC Councillor Report:**

**7. Updates on Councillors Responsibilities:**

* **Footpath Report:** update.

**8. Finance**: To sanction payment of accounts as follows:

**a. Clerk’s wages: for July 2025:** **£390.72 plus Home Allowance of £40=£430.72**. Extra Hours: UPPC meeting: 2.5 hours and 2 hours for travel to notice boards = 4.5 hours = £54.95 = total of £485.67.

**b. Training Courses:** for councillors and Clerk.

**c. Clerk’s Travel expenses:** 3x trips, @ 45p per mile (8 mile round trip) = £10.80.

**d. Stationery:** reimburse the Clerk: £4.49. receipt supplied.

**e. Quarterly Accounts:** to check and approve. Sent to all.

**f. Currys Microsoft 365 annual fee for the Clerk’s laptop:** £84.99: to reimburse the Clerk. Invoice supplied.

**9. Planning: To report planning decisions on applications received from East Devon District Council.**

* **25/1171/FUL - Forge Cottage Cowley Exeter EX5 5EL:** comments by 17th July 2025.
* **25/1172/LBC - Forge Cottage Cowley Exeter EX5 5EL:** comments by 17th July 2025.
* **Any other planning issues: received after Agenda posted.**

**10. Playground:** update from Cllr Bramston.

**11. WhatsApp Group:** to consider setting this up specifically for Council matters.

**12. The Causeway:** update from Cllr Cormack regarding the use of a flame thrower.

**13. Mail Drop via the Royal Mail:** update from the Clerk regarding quotes for the printing of the leaflets. At the meeting in June, Cllr Leach suggested that as we need only two more Councillors the leaflet drop should not go ahead. To discuss.

**14.** **Potholes:** at the turning to Upton Pyne Hill on the A377 road. Highways responded to say the assessment will be completed by the 13th June 2025. This work has not been completed. Discuss.

**15. Parish Lengthsman:** update from Cllr Short and Leach.

**16. Senior/Domain .gov emails:** discuss.

**17.Communications/ e-mails received:**

**18. Feedback on last month’s circulations and items for future agendas:**

**To agree items for the next agenda.**

**19. Information received since posting the agenda.**

**Date of the next meeting: 8th September 2025.**

Jacqui Ward Clerk to the Parish Council 01392 851918 [parishclerk@uptonpyne-pc.gov.uk](mailto:parishclerk@uptonpyne-pc.gov.uk)

**The Clerk welcomes calls Monday to Friday from 9am to 5pm.**