**UPTON PYNE AND COWLEY PARISH COUNCIL**

**Notice is hereby given that the meeting of the Parish Council will be held on Monday 13th October 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.

**AGENDA**

**1. To receive apologies for absence:** Cllr Cormack, Cllr N Vanstone.

**2. Minutes**: To approve or amend the minutes of the meeting held on the 8th September 2025.

**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**: email from Cllr Vanstone regarding P3 funding. This was forwarded to Cllr King by the Clerk.
* **Playground:** update from Cllr Bramston.
* **Update Councillors’ Responsibilities:** to discuss.
* **Emergency Plan:** to discuss.

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

**a. Clerk’s wages: for October 2025:** **£390.72 plus Home Allowance of £40=£430.72**. Extra Hours: UPPC meeting: 2.5 hours and 1 hour for travel to notice boards = 3.5 hours = £42.74 = £473.46 total.

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

**c. Clerk’s Travel expenses:** 2 x trips, @ 45p per mile (8 mile round trip) = £7.20.

**d. Quarterly Accounts:** to check and approve. Sent to all Councillors.

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

* **Any other planning issues: received after Agenda posted.**

**10. Co-option:** the Parish Council to co-opt Mrs. Lulu Wright as Councillor for Upton Pyne onto the Parish Council. The Clerk to give her The Acceptance of Office form to complete and sign and the Register of Interest form. The latter can be completed later if preferred and sent to the Clerk via email to be sent to EDDC. The Clerk will send the Standing Orders and Financial Regulations and the ED Code of Conduct to Mrs Wright, in due course.

EDDC are aware of this vacancy and therefore the completing of CVP forms was not applicable as this had already been done by the Clerk at an earlier date when the vacancy occurred. EDDC asked that the PC go ahead and co-opt.

**11. Ginko Tree:** update from the Clerk regarding whether EDDC should pay as they damaged the original tree whilst strimming.

**12. ‘SLOW’ signage on road surfaces:** see email from Cllr Vanstone.

**13. Parish Lengthsman:** update from Cllr Leach.

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

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

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

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

**Date of the next meeting: 10th November 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.**