**UPTON PYNE AND COWLEY PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY THE 14th JULY 2025 AT 7.30 PM AT THE VILLAGE HALL.**

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

**Present In attendance.**

Cllr B Short Mrs Ward Clerk

Cllr S Ward Fabian King EDDC Cllr

Cllr A Cullen 1 member of the public

Cllr M Cormack

Cllr M Hewlett

Cllr R Bramston

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| **Open Forum.**   * **Speke-Up notes:** the Clerk to write up. * **Councillors’ Responsibilities:** to discuss at the meeting in September. * **Finance:** the Clerk advised that there are three payments to make since posting the Agenda: to reimburse: the Clerk for £9.80 stationery; the Chair £81.93 for 20s plenty signs and Cllr F King £131.25 for repair to the footpath strimmer. * **Ginko Tree:** Cllr Cormack reported she will order a new tree in the Autumn. * **Potholes:** the member of the public was concerned about these on the A377 at the entrance to Upton Pyne Hill. The Clerk said this has been reported on several occasions and more recently to Highways. She gave the reference number to the member of the public to use should they wish to contact Highways. * **Parish Lengthsman:** this is an Agenda item. * **20mph speed signs:** Cllr King has been contacted by several people asking when these will be erected. The Chair said he will do this as he has recently purchased these signs.   **Agenda.**  **83/25 To receive apologies for absence:** DCC Cllr N Vanstone.  **84/25 Minutes:**  to approve or amend the minutes of the meeting held on the 9th June 2025. APM minutes to check and approve.Proposed and seconded to approve and signed by the Chair. APM minutes: Proposed and seconded to approve and signed by the Chair.  **85/25 Declarations of interests:** To be taken as identified.  **86/25 Police Report:** two crimes reported in Upton Pyne to April 2025: anti-social behaviour and violence and sexual offences.    **87/25 Report by East Devon District Councillor** **F King:**  sent to all.  Cllr King also mentioned Unitary Authorities. The Chair asked if he would find out how these will affect parish councils. Cllr King will investigate this.  **88/25 Devon County Councillors: H Gent and N Vanstone:**  report received via email and sent to all.  **89/25 Updates on Councillors’ Responsibilities.** Cllr King reported that the strimmer is now repaired and ready for use. He said that Footpath 2 needed attention along with some other issues.  **90/25** **Finance: To sanction payment of accounts:**  **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. Proposed and seconded to approve.  **b. Training Courses:** for councillors and Clerk.  **c. Clerk’s Travel expenses:** 3x trips, @ 45p per mile (8 mile round trip) = £10.80. Proposed and seconded to approve.  **d. Stationery:** reimburse the Clerk: £4.49. receipt supplied. Proposed and seconded to approve.  **e. Quarterly Accounts:** to check and approve. Sent to all. Proposed and seconded to approve.  **f. Currys Microsoft 365 annual fee for the Clerk’s laptop:** £84.99: to reimburse the Clerk. Invoice supplied. Proposed and seconded to approve.  **g. Stationery:** reimburse the Clerk: £9.80 for printing paper. Receipt supplied. Proposed and seconded to approve.  **h. 20s Plenty signs:** reimburse the Chair: £81.93. Proposed and seconded to approve.  **i. Strimmer repairs:** reimburse Cllr King: £131.25. Proposed and seconded to approve.  **91/25 Planning:**   * **25/1171/FUL - Forge Cottage Cowley Exeter EX5 5EL:** comments by 17th July 2025. Plans checked by Cllrs and the Clerk was asked to advise ED Planning that the PC support this application. * **25/1172/LBC - Forge Cottage Cowley Exeter EX5 5EL:** comments by 17th July 2025. As above. * **Any other planning issues:** received after Agenda posted.None received.   **92/25** **Playground:** update from Cllr Bramston. Cllr Bramston has met with a representative from Sovereign Playgrounds. He asked if the land around the playground was owned by EDDC as it may be worth considering removing the fence to create more space. The Chair will contact the Estates Department at EDDC. Cllr Bramston mentioned other features in addition to play equipment, e.g.: benches, picnic area. This may be placed outside the fenced area if the fence cannot be removed? To be discussed further at the meeting in September.  He said that a warranty of 25 years on equipment was subject to a weekly report to check for damage and so forth, which may affect the warranty. To be discussed further at the meeting in September.  **93/25 WhatsApp Group:** to consider setting this up specifically for Council matters. This was suggested at the APM. The Councillors voted and unanimously agreed not to do this.  **94/25 The Causeway:** update from Cllr Cormack regarding the use of a flame thrower. Cllr Cormack said that John Howells has a flame thrower which is most useful on seedlings. Removing the weeds from between the cobbles is the main problem before using the flame thrower to get it back to its original state as a cobbled causeway. A licence is required to use a herbicide. All agreed, therefore, that John Howells go ahead with his procedure as stated above.  **95/25** **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: the third quote is for £37.94 for printing only. It was agreed to go for this quote. The Chair said to go ahead also with the Royal Mail to deliver to every household.  **96/25 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: see under ‘Open Forum.’  **97/25 Parish Lengthsman:** the Chair said this is ongoing: he and Cllr Leach are discussing details with a potential contractor.  **98/25 Senior/Domain .gov emails:** discuss. The Clerk was asked to contact DALC to ask what obligations the PC has regarding this issue and do we need to use a hosting agent.  Meanwhile, the Clerk will contact Senior again regarding the ongoing problems some Cllrs are experiencing.  **99/25 Communications/e: mails received for possible action:**  The Clerk made available all communications received.  **100/25 Feedback on last month’s circulations and items for future agendas**.  **Please submit any items for the next Agenda to the Clerk within the next 7 days.**  **Dates of the next meeting:** **8th September 2025**  The meeting was closed at 8.45pm. |