# MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 8th APRIL 2013 IN THE VILLAGE HALL.

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| PRESENT: | Councillors: | P. Acca (Chairman) | A. Garratt |
|  |  | Mrs D. Beatty | R. Longhurst |
|  |  | C Carter | Mrs T Scott |
|  |  | R. Eastley |  |

Apologies: Cllrs D. Atkins, J. Bailey and the Police

Also Present: District Councillor B Ingham, County Cllr B Hughes and 7 members of the Public.

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|  | **PUBLIC SESSION**  Mrs Squire reported that there was an opening in the wall at Holm Oaks. The Chairman informed the meeting that the wall had cracked and the opening would lead to the repair.  Mr Mildenhall reported that Mr Beer and the Environment Agency had inspected the wall to the north side of the brook in the centre of the village. It was clear that there was a problem and so the EA were arranging for a structural engineer to inspect the area. It was understood that funds were available to carry out repairs.  Cllr Eastley confirmed that he and Mr Mildenhall were working together on EA matters with some progress but the wall could affect about 100 properties and so it was important to keep up the pressure for funds and works.  RESOLVED: that the Clerk write to the EA expressing the Council’s fears for this area and the urgent need for works to be carried out.  Mr Mildenhall complained that the village website was not being maintained with many features being out of date. He reminded the meeting that a good quality website could be a feature for supporting grant and other applications and so it was important that it was kept under review. |
| **280** | **Declarations of Interest**  Cllr Eastley declared an interest as a member of the Lympstone Landowners Association. |
| **281** | **Minutes**  RESOLVED: that the minutes of the meeting held on 18th March 2013 be confirmed as a correct record and signed by the Chairman subject to the word ‘spoken’ being replaced with ‘written to’ in minute 277. |
| **282** | **Planning matters**  Cllr Longhurst reported that revised plans for Jackson Meadow had been submitted and these would be considered at the next meeting. He would inform EDDC of this.  There appeared to be some confusion as to whether a flood risk assessment was needed for the Meadow Gate application.  Cllr Longhurst reported receipt of a letter from Government Minister, Nick Bowles in response to the Clerk’s letter to the Prime Minister regarding Planning at East Devon and Neighbourhood Plans. There was to be a new programme of support to local Councils of up to £7,000. This would be followed up.  The Neighbourhood Plan WP was following two other Plans. These were for Thame and for St James, Exeter. These would help to guide the stages and format of the Lympstone Plan.  Mr Hardy had quoted £2,000 to carry out final editing of the Neighbourhood Plan but this was felt to be too expensive for a village document with most of the work done by volunteers. Cllr Longhurst felt that it would be useful for a third party to take an overview of the document to make sure it had consistency in wording and style. He would be discussing this with EDDC to see if they could help.  Cllr Ingham supported an approach to EDDC as this could be seen as part of the validation of the document if they were involved.  The Clerk suggested that his son, Peter, who was known to several members as a former reporter for the Exmouth Journal and since then, Editor of two local newspapers, might be willing to carry out the work.  The Clerk pointed out that EDDC had a Community Engagement Officer, Miss Jamie Buckley and it would be worth involving her in the consultation process, again to give some validity to the route that was chosen.  Cllr Longhurst had been approached for a preliminary discussion with the owner of Lynch Field, Longbrook Lane regarding a proposal for the erection of a dwelling and the provision of parking spaces.  RESOLVED: that a Working Party comprising Cllrs Acca, Eastley, Longhurst and Bailey be authorised to continue to explore this proposal and to report further. |
| **283** | **Police report.**  The Chairman read out the Police report for the last month. Details would be included in the Lympstone Herald. |
| **284** | **District Councillor’s report.**  Cllr Ingham had received an email from Brian and Pauline Stewart, the Neighbourhood Watch Co-ordinators, reporting that there had been a spate of people entering unlocked cars to steal anything of value.  He supported asking EDDC for help with producing the final version of the Neighbourhood Plan and would press for this to be free as EDDC had received £3,000 of grant funding to support the work in addition to the £2,000 that was to be paid to the Parish Council. He would be able to attend a meeting with the planning department and Cllr Longhurst and would investigate what was possible beforehand.  Cllr Ingham suggested that it would be convenient to EDDC if the Parish Council took over the car park but it should also be borne in mind that EDDC could increase charges at any time in the future. |
| **285** | **Chairman’s report.**  The Chairman had attended the opening of the refurbished Lympstone Boxing Club premises with county Councillor Hughes. DCC had made a substantial contribution to the cost of the works.  He had met Free Range Forestry to discuss works to the trees in Candy’s field. They explained that an application under the TPO would be needed to reduce the crown of the Lime and to replace a broken brace. They also suggested removing the branches from the dead oak tree and erecting a fence around it to keep the public away. The Council felt that it would be better to fell the tree to avoid creating on-going maintenance and safety responsibilities. The Chairman was asked to seek a quote for this work. Complaints had been received regarding contractors who were building Green Cottage using The Green and the Slipway for the storage of materials and tools.  It was AGREED that the padlock should be changed on the post and the key removed from the Post Office. The Clerk was also asked to write to the contractors expressing these concerns and requesting that these practices cease.  Complaints had also been made regarding contractors at Highcliffe driving over the grass areas causing ruts. The Clerk was asked to write to the contractors to take steps to stop this from happening.  Mrs Pat Squire was interested in taking up one of the vacancies on the Parish Council.  The Clerk said that this would be an item for the next agenda. |
| **286** | **Underhill Car Park and Toilets**  EDDC are offering the freehold interest of the car park and toilets to the Parish Council.  The Council is requested to appoint a Working Group of say, 3 members to consider this and to meet with EDDC to discuss this.  RESOLVED: that a Working Party comprising Cllrs Acca, Eastley, Longhurst and Bailey be authorised to continue to explore this proposal and to report further. |
| **287** | **Grounds maintenance**  Cllr Atkins had noticed that hedge cutting in Cliff Field and The Avenue has not been included in the tenders. He has offered to carry out this work in the sum of £60.00 per cut and in consultation with the Clerk and Chairman, had carried out this work before it was too late for this year.  RESOLVED: 1 that Cllr Atkins be thanked for carrying out this work and his quote for carrying out the work in future be accepted.  2that this work be added to the grounds maintenance contracts in future. |
| **288** | **Play Area Inspection**.  The annual Play equipment inspection had been carried out. Cllr Acca reported that the equipment was in good order but some minor repairs were needed. He and the Clerk would put these in hand.  He reminded the Council that the equipment was due to be painted and the report also recommended that the goal posts be painted. Mr Brister would be asked to carry out this work. |
| **289** | **Communications**  The Council received the Terms of Reference and Strategy for Communications approved in 2010.  Cllr Longhurst reported that there was a team of Editors for the website but there was need for a new Editor to have oversight of the whole website. Jan Teague had been the link between the Lympstone Herald and the website and the News Editor but her other work had increased and so she now wished to withdraw completely. Cllr Mrs Scott had helped Cllr carter with the Lympstone Herald. A request for volunteers would be included in the next Lympstone Herald and on the website.  It was AGREED that this should be included in any advert for the next co-opted member. |
| **290** | **Finance - Payments**  RESOLVED: that the following payments be authorised   |  |  |  | | --- | --- | --- | | 1853 | Optima Graphics Herald printing | 247.00 | | 1854 | K & S Fire Protection - Youth Club extinguishers | 66.00 | | 1855 | Euroffice - Filing cabinet | 96.90 | | 1856 | Playsafety Ltd - Play equipment inspection | 99.60 | | 1857 | EDF Energy Candy's Field lights & Toilets | 53.42 | | 1858 | DALC - Membership fees | 395.85 | | 1859 | Scottish Power - Youth Club | 125.52 | | 1860 | Classic Home Improvements - Awning for Village Hall | 1,800.00 | | 1861 | Mrs C Edworthy wages for March 2013 | 186.00 | | 1862 | A J Le Riche sal & expenses for March 2013 | 719.66 | | 1863 | HMRC - Tax / NI March 2013 | 27.79 | | 1864 | VHMC – hall hire 2012/13 & 2014 | 394.88 | | 1865 | Cllr Atkins hedge cutting etc | 276.00 | | 1866 | Gardencare (Marsh Green) Hedge cutting \* | 271.20 | |  | Total | 4,759.82 |   \* The Clerk was asked to hold back this payment pending works being completed.  In between meetings, the Clerk had circulated details of the increase in the cost of works to the Scout Hut and a majority had agreed that this should now be paid.  RESOLVED: that the payment of an invoice for works to the scout hut in the sum of £360 + VAT be approved. |
| **291** | **Financial summary**  The Council received the following financial summary. The Clerk reported that the bank statement had not been received in time to include in the report but was now to hand and was available for inspection with other statements and invoices.   |  |  | | --- | --- | | **Current Account** |  | | Opening balance at 1st April 2012 | 9,313.95 | | Receipts | 76,898.78 | | Total receipts | 86,212.73 | | Transfer from dep ac | 10,000.00 | | Total paid in to current ac | 96,212.73 | |  |  | | less, Payments | 70,341.10 | | Net balance | 25,871.63 | |  |  | | Receipts not on statement: | -437.00 | | Unpresented cheques | 2,764.88 | |  |  | | Balance per Bank Statement 20th February 2013 | 28,199.51 | |  |  | | **Deposit Account** |  | | Balance at 1st April 2012 | 10,155.80 | | Interest to 3rd March 2013 | 4.01 | | Transfer to current ac | -10,000.00 | |  |  | | Total | 159.81 | |
| **292** | **Budget performance**  The Council received a budget performance report for the last month. |
| **293** | **Toilet Cleaner’s Pay.**  RESOLVED: that the Clerk be authorised to implement automatic increases to the Toilet Cleaner’s pay to ensure that this stays in line with the national minimum wage. |
| **294** | **Annual Audit**  The Clerk reported that the annual Audit Return has been received. The Council noted that Notice of Audit and Electors Rights had been posted on the Notice Boards. |
| **295** | **Matters raised by Councillors**. (These are not normally discussed in depth but investigated and considered at the next meeting.)  Cllr Mrs Beatty had met the EDDC Dog warden to discuss problems in Candy’s Field and the Village Hall grounds. The Dog Warden had pointed out that there was a Control Order requiring dog owners to clear up after their pet on any ground in East Devon that was open to the public.  The Council AGREED to additional signs being erected and an approach to the owner of the Mill to see if they would be willing to put a sign up on the entrance to the public footpath that crosses this land.  Cllr Mrs Scott reported receipt of four emails from people who kept the area in front of their property tidy. She would prepare a monthly article for the Lympstone Herald on these and other things that could contribute to a strong entry in the CPRE Best Kept Village competition.  A list of local organisations was needed for this. Cllr Mrs Scott would start preparing an up-to –date list and would circulate this for checking. |
| **296** | **Items for Information**  The Council received the following:  DWT Leaflet re Glow worms in the Parish.  Exe Press Newsletter of the Exe Estuary Partnership  The Clerk magazine  Letter from the PM’s office re Planning in East Devon  Local Council Review  Clerks and Councils Direct  DALC Newsletter |
| **297** | **County Councillors Report**  Cllr Hughes reported that it was now only four weeks until the DCC elections and so no decisions would be taken for the time being. He thanked the Parish Council for their support over the last four years.  In turn, the Chairman thanked Cllr Hughes for the work that he had been able to support in the Parish. |

The meeting finished at 9.30pm