



# LYMPSTONE PARISH COUNCIL

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**Chairman: Cllr Richard Eastley**  
**Tel 266165**

9<sup>th</sup> December 2014

To All Members of the Parish Council

You are summoned to attend a meeting of the Lympstone Parish Council, **at 7.30pm or at the conclusion of the Planning Committee, whichever is the later, on Monday 15<sup>th</sup> December 2014** in the Village Hall. The business to be transacted is set out below. Members of the Public are cordially invited to attend and to speak in the open session.

A J Le Riche, Clerk to the Parish Council

## AGENDA

	<b>PUBLIC SESSION</b> At this point, the public will be invited issues of concern in the Parish and to comment on items on the agenda.	<b>7.30</b>
<b>1</b>	<b>Apologies</b>	<b>7.45</b>
<b>2</b>	<b>Declarations of Interest</b>	<b>7.50</b>
<b>3</b>	<b>Minutes</b> – To confirm the minutes of the meeting held on 1 <sup>st</sup> December 2014	<b>7.55</b>
<b>4</b>	<b>Co-option</b> To consider any applications to fill the casual vacancy	<b>8.00</b>
<b>5</b>	<b>Lympstone Pre-school</b> Vicki Drinkwater and Cllr Mrs Rogers will report on discussion at the VHMC Meeting.	<b>8.05</b>
<b>6</b>	<b>Electoral Review of Devon</b> The Local Government Boundary Commission for England has formally commenced an electoral review of Devon County Council. This can also include Parish Councils if requested. Details are attached.	<b>8.20</b>

<b>7</b>	<b>Neighbourhood Plan update</b> – Cllr Mrs Clark to report	<b>8.30</b>
<b>8</b>	<b>DCC Road Wardens Scheme – details attached</b>	<b>8.35</b>
<b>9</b>	<b>Otter – Exe Parishes meeting</b> The notes of the last meeting are attached for discussion	<b>8.40</b>
<b>10</b>	<b>Parishes Together funding</b> To discuss options for the use of this funding Solar lights on the EET Joint employment of a Dog warden on a trial basis	<b>8.45</b>
<b>11</b>	<b>Budget and the precept for 2015 – 16</b> To give preliminary consideration to additional spending items	<b>8.55</b>
<b>12</b>	<b>Clerk’s Action Sheet – attached</b>	<b>9.00</b>
<b>13</b>	<b>2014 - 2016 NATIONAL SALARY AWARD</b> The NJC has reached agreement on the following: <ul style="list-style-type: none"> <li>• New pay scales for 2014- 2016 to be implemented from 1 January 2015. The Clerk’s pay will increase from £12.052 to £12.317 ie an increase of 26.5p per hour or £15.50 per month.</li> <li>• A non-consolidated (one off) payment for employees on SCPs 5 - 49 in of £100 in December 2014 and £7.00 in April 2015.</li> </ul> The Council is recommended to approve these payments.	<b>9.05</b>
<b>14</b>	<b>Business items</b> Affordable Housing (Cllr Bailey) Amenities (Cllr Acca / Cllr Mrs Beatty) <b>Lights in Candy’s Field</b> – SEC have quoted 33521.54 +VAT (this will need to be updated and will show a small increase) for the provision of two new lights in the new car park. DCC via Cllr Hughes have offered £3,000 towards the cost. The Council is asked to meet the balance from its reserves. <b>Works in Cliff Field.</b> The Council is asked to approve expenditure to complete the works in Cliff Field that were part funded by the Parishes Together fund. Burial Ground (Cllr Bailey) Communications (Cllr Estcourt) Environment (Cllr Eastley) Travel and Transport including the Cycle Way (Cllr Bailey) Twinning Cllr (Mrs Scott) Village Hall (Cllr Mrs Scott) Youth Club (Cllr Mrs Beatty)	<b>9.10</b>
<b>15</b>	<b>Matters raised by Councillors.</b> - (These are not normally discussed in depth but investigated and considered at the next meeting.)	<b>9.20</b>

## An update from DALC



**DALC**  
Devon Association  
of Local Councils

### Electoral Review of Devon

#### Information from the Local Government Boundary Commission

The Local Government Boundary Commission for England has formally commenced an electoral review of Devon County Council. The purpose of this letter is to inform you of the review and seek your views on future division boundaries for the council.

The Commission is carrying out a review to deliver electoral equality for voters across the county. At present, some county councillors represent many more, or many fewer, electors than their colleagues elsewhere in the county. The review aims to correct those imbalances.

#### What is an electoral review?

The electoral review will recommend new electoral arrangements for Devon County Council. In particular, it will propose:

- The total number of councillors elected to the council in the future.
- The number of divisions.
- The number of councillors representing each division.
- Division boundaries.
- Names of divisions.

For parishes, the review can recommend changes to the electoral arrangements of parish and town councils i.e. the number, names and boundaries of parish wards and the number of parish councillors for each parish ward. However, this is only in circumstances where the parished area is to be divided between divisions. Even in these circumstances, the Commission will not normally recommend any change to the number of councillors to be elected to a parish or town council. The Commission has no power to consider changes to the external boundaries of a parish or the creation of new parishes.

#### When?

Today 28 October 2014 is the start of a twelve week public consultation during which the Commission is inviting proposals for new division arrangements. The consultation will close on 19 January 2015. After considering all representations made during this consultation, the Commission intends to publish draft recommendations in May 2015. There will then be a further period of consultation on the draft recommendations. Final recommendations are expected to be published in September 2015. The new electoral arrangements will come into effect at the local elections in 2017.

#### How to get involved?

This is a public consultation and we welcome views from individuals and organisations across the county

on where they think new division patterns should be drawn.

The Commission is minded to recommend that 60 councillors should be elected to Devon Council in the future. It is now inviting proposals to help it draw up a pattern of divisions to accommodate 60 county councillors.

In drawing up a pattern of electoral divisions, the Commission must balance three criteria, which are set out in law, namely:

- To deliver electoral equality where each county councillor represents roughly the same number of electors as others across the county.
- That the pattern of divisions should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

We are asking local people and organisations for their views as to the best pattern of divisions for the county which meet the requirements set out above.

The Commission will treat all submissions equally and will judge each case on its merits and against the statutory criteria. If you wish to put forward a view, we would also urge you to ensure that your submission is supported by evidence. For example, if you wish to argue that two parishes should be included in the same electoral division, make sure you tell the Commission why they should be together, providing evidence about community facilities, ties, organisations and amenities, rather than simply asserting that they belong together.

There is plenty more advice on our website about how you can get involved in the consultation and put your views forward. Log on to [www.lgbce.org.uk](http://www.lgbce.org.uk) to find out more. The website includes the technical guidance that explains the process and our policies as well as guidance on how to take part in each part of the process. We have set up a page on our site which is dedicated to the review of Devon where you can find all the relevant information.

You can also access interactive maps of the current division boundaries across the county on our specialist consultation portal. The portal also allows you to draw your own boundaries, mark areas of interest on the map and upload documents directly to the site. Log on to [www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk) to access the portal or find it via our main website.

## Get in touch

We encourage as many people and organisations as possible to get involved with the consultation and we encourage local organisations and parish councils to engage their local networks and communities in the review.

View interactive maps of the county, draw your own boundaries and have your say at our specialist consultation portal at: [www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk).

Find out more about the review at: [www.lgbce.org.uk](http://www.lgbce.org.uk).

Email your views to: [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk).

Write to:

Review Officer (Devon), Local Government Boundary Commission for England,, Layden House, 76-86 Turnmill Street, London, EC1M 5LG

This phase consultation closes on 19 January 2015. We will write to you again when we open our consultation on draft recommendations.

Posted on: 14 October 2014

**The Devon Association of Local Councils has welcomed the County Council's plans to enlist the support of local communities to help maintain Devon's 8,000 mile road network.**

Devon County Council is looking to recruit an army of community Road Warden volunteers from town and parish councils – similar to its successful Snow Warden scheme. The volunteers would undertake minor maintenance work which the County Council is currently unable to do.

The Road Wardens, who would be nominated by a town council, a parish council or a group of parish councils working together. They would receive training from Devon County Council and would act as the primary point of contact between the local community and Devon County Council.

The idea has been launched at the County Council's recent highways conferences with town and parish councils, and Ken Browse, Chairman of The National Association of Local Councils (NALC) and Chairman of the Devon Association of Local Councils, believes Devon could become a national flagship.

**Councillor Browse** said:

“It's positive that Devon County Council is talking to us and looking to work with us to see what we can do. It's a change in thinking, but that's what we need.

“Our community leaders have got to look to their community. The community knows their own area and the issues that need to be dealt with.

“At the end of the day we are here for our communities. If parish and town councils have enthusiastic individuals we are always up for the job. That will always be the case.”

The Road Wardens would co-ordinate volunteers to ensure they are appropriately trained and registered in order to be covered by the County Council's public liability insurance to carry out minor work. The volunteers would be trained to specific levels required to enable them to carry out work ranging from weed clearance and sign cleaning to grass and hedge cutting, and small pothole and surface defect repairs.

The Road Wardens would not replace County Council staff, but would focus on maintenance which enhances the quality of the local environment, while the County Council would continue to fix safety defect potholes and other maintenance safety prioritises on the highway.

**Budget pressures**

**Councillor Stuart Hughes**, Devon County Council Cabinet Member for Highway Management and Flood Prevention, said:

“There is massive pressure on our highways service which means we can no longer do as many of the minor highways work on our roads as frequently as we would like, such as sign cleaning and grass cutting. Devon County Council's revenue budget is being reduced year on year, and we don't receive enough money to keep doing all of the routine work, or do some work as frequently, as we have been able to do in the past.

“Our budget is being spread extremely thinly across the network. We need to find a different approach by calling on the help of local communities and we're looking to respond positively to offers of help that we've received from local communities. Having reflected on some successful self-help schemes already completed we have developed a scheme to enable our communities to work with us; we want to empower communities to take local action. The Road Wardens would not

replace County Council staff but they can provide local communities with an additional resource to that organise and carry out work that we are unable to do.

“We’ve already started to talk to town and parish councils about how we prioritise our spending. It’s important that we are already having the conversation on how to work together more closely to deal with the challenge of delivering priority highway maintenance work and meeting the local priorities of communities on the road network. The Road Wardens would provide a vital link between their community and local highways staff to co-ordinate their resources based on their local priorities.”

### **Some councils already carry out minor maintenance work**

Town and parish councils have already demonstrated the vital role they can play, and a number of proactive town and parish councils have already taken on minor maintenance work.

**Northam** Town Council has employed its own Lengthsman and purchased its own mower to cut grass verges.

**Bideford** Town Council has held “tidy town” days where members of the community join in a mass de-weeding.

Residents at **Harcombe**, near Sidford, in East Devon rallied together to improve the surface of the road leading into their community. With road planing materials provided by Devon County Council, the community carried out a temporary repair themselves.

And around 285 town and parish councils have signed up to the County Council’s [snow warden](#) scheme in recent years.

“People realise that funding isn’t available but, together, even doing a bit can make a difference,” Councillor Browse added.

“The money isn’t there as it was when everything was provided, but with our help the money can go further. Every little helps.

“I would like to think that we can showcase our parish council, and Devon as a whole, when we talk to Ministers in future.”

The County Council has already had to cut its highways revenue budget by £18.5 million since 2010, with another £3.4 million planned in 2015/16. By 2016/17, Devon County Council will have to carry out highway maintenance with 60% less funding than in 2009/10.

As well as declining budgets, the condition of Devon’s highway network has also been hit by severe weather in recent winters. The impact of the weather of the last two winters alone, has caused more than £42 million worth of damage to Devon’s roads. The combination of these factors has left Devon County Council facing a highway maintenance backlog which now stands at £758 million, which would be cost of bringing the county’s entire network up to a good standard.

## Otter to Exe Group of Parishes

# Item 9

A meeting of the Otter to Exe Group of Parishes was held at Exmouth Town Hall, Exmouth on Tuesday 11<sup>th</sup> November, 2014 at 12.30pm.

### **Present**

R Eastley	Chairman	Lympstone Parish Council
K Rogers	Councillor	Lympstone Parish Council
Bill Nash	Mayor	Exmouth Town Council
Lisa Bowman	Town Clerk	Exmouth Town Council
Graham Murrin	Chairman	Woodbury Parish Council
Belinda Price	Clerk	Woodbury Parish Council
Caz Sizmore-Hunt	Mayor	Budleigh Salterton Town Council
Jo Vanstone	Town Clerk	Budleigh Salterton Town Council

### **1. Apologies**

Judith Lumsden, Clerk, East Budleigh  
Tony Le Riche, Clerk, Lympstone  
Neville Bennett, Clerk, Colaton Raleigh

### **2. Notes of Last Meeting held on 22<sup>nd</sup> July 2014 and matters arising:**

The notes were agreed to be an accurate record. The following matters were raised:

Bus Shelter Refurbishment: It was noted that bus shelters in Budleigh Salterton, Lympstone and Exmouth had been pressure washed / painted with Parishes Together funding.

Satellite Job Centre: Cllr. Nash reported that a meeting has been held with Hugo Swire MP, with the outcome that whilst a satellite job centre is unlikely to be opened in Exmouth, it has been agreed that greater collaboration between the various agencies involved in helping the jobless in Exmouth would be beneficial. An initial meeting will be hosted by the Department for Work and Pensions and then regular meetings will be scheduled.

Minibus: Jo Vanstone updated the meeting on the progress of the Parishes Together minibus project; specifically that £21,805 (including a top-up) is available in funding for the purchase of a minibus which will serve the transport needs of parishioners in Woodbury, Exmouth and Budleigh who need to travel to the Budleigh NHS Hub. Ongoing funding will come from the Hub team and Exmouth Transport Partnership will purchase the minibus.

### **3. Neighbourhood Planning**

Cllr. Eastley provided an update on the progress of Lympstone's Neighbourhood Plan, which is currently with the planning inspector. The plan itself is restricted to the village boundary rather than the parish boundary. Woodbury is aiming for a draft plan by January 2015.

It was noted that emerging neighbourhood plans will be acknowledged, even in the absence of an adopted local plan.

### **4. Parishes Together**

Two new possible projects were tabled at the meeting; namely solar lighting and dog wardens. It was agreed that Lisa Bowman will forward details of a possible solar lighting solution to all parishes for further consideration and that the respective parishes would consider locations for such lighting. Exmouth Town Council is keen to see additional lighting along the Exe Estuary Cycle Trail between Lypstone and Exmouth.

The scope for joint employment of a dog warden will be investigated further by Jo Vanstone in the context of the new anti-social behaviour legislation which has already given additional powers to the existing Environmental Health team at EDDC as well as the police (via PCSOs) and EDDC's traffic enforcement officers.

## **5. Tourist Information Provision**

Cllr. Nash explained that Exmouth Town Council had recently taken on responsibility for the Tourist Information Service in Exmouth and asked the meeting if the respective Councils could share any experience of providing a tourist information service.

Budleigh Salterton explained that the Tourist Information Service is independent of the Town Council; however it has been the beneficiary of a £6000 grant historically and enjoys cheap rent from a local charitable trust. It employs paid staff and comes under the Chamber umbrella.

Lypstone and Woodbury do not fund the provision of any tourist information, although both Parishes have willing retail businesses who are happy to distribute information, leaflets etc.

Lypstone also has a very informative parish website.

It was agreed that Lisa Bowman will contact Budleigh Salterton's Tourist Information Office and invite the Manager to Exmouth Town Council's TIS working party with the aim of finding out more.

## **6. DCC's Road Warden Scheme**

Lisa Bowman shared details of DCC's new road warden scheme and the consideration that Exmouth Town Council is giving to the scheme. Not all parishes have received details or are aware of the scheme so it was agreed that Lisa will forward associated details to the other Clerks. A general discussion then ensued regarding the snow warden scheme and community resilience in general and the meeting was told that Budleigh Salterton has an established Emergency Plan which they are happy to share.

Woodbury and Lypstone parish councils expressed possible interest in employing Derek Parsons on alternate Tuesdays as a supplementary Lengthsman and it was agreed that Lisa Bowman will find out if he would be amenable to extra hours and follow up accordingly

## **7. Any Other Business**

Exmouth Town Council invited representatives from the respective parishes to its Flooding and Land Drainage Working Party on 8<sup>th</sup> December, 2014, when Dorothy Fitzsimmons will be attending to speak about the scope for involvement in a Flood Awareness Event. An agenda will be issued in due course.

It was AGREED that the next meeting would be hosted by Budleigh Salterton Town Council on Tuesday 10<sup>th</sup> February, 2015 at 12.30pm.

The Meeting ended at 2.30pm

Solispost bollard

**Item 10**



solispost in action

solispost permanently set at dimmed light in hours of darkness

sensor system automatically brightens up solispost when approached from 3 metres

Action List – as at 8<sup>th</sup> December 2014

Minute	Response	Date Actioned
369 Activity trail	3 quotes in – 1 to be revised Contacted Community Covenant	8/11/14
369 Community notice board	Cllr Acca to provide a quote for a new board to match the existing	13/10/14
371 Sewage	Awaiting further response. SWW have carried out work at both pumping stations.	5/11/14
12 Pump at the Saddlers Arms	Quote for a small sign has been requested	13/10/14
100 Amenities	New gate for Toddler Play area – Cllr Acca to check measurements	13/10/14
109 Bus Stop	New litter bin in place – EDDC asked to arrange emptying	13/10/14
120 Internet banking	Clerk applied to have administrator access to account. Further details to be checked.	1/11/14
121 Defibrillator	Shop have agreed to have equipment on wall to the left of the shop and provide power. Application approved by Ambulance Service now with BHF	13/10/14
<b>154</b>	Letter of thanks sent to Mrs Scott	8/12/14
<b>155 VHMC</b>	Village Hall Management Committee. Chairman informed of Cllr Atkins appointment	20/11/14
156 & 175NP	Neighbourhood Plan – Website Editor asked to include a new tab and Inspector's comments posted. Inspector's comments to be incorporated.	4/12/14
158 Badger Homes	Mr Oram informed of sewage problems	18/11/14
158 Sandbags	Stock delivered to Cllrs Mrs Beatty, Mrs Clark and Mrs Rogers	9/12/14
158 Twinning	Card sent to Bieville-Beuville	
159 Emergency Plan	Details sent to Cllrs Eastley and Mrs Clark	20/11/14
164 Jackson Meadow	Planning dept. informed of contractor infringements	3/12/14
171 Part time lighting	DCC informed of Council's views	8/12/14
175 Football pitch	Letter from Lt Col & Mrs Truell on agenda	8/12/14
175 Lights in candy's Field	SEC chased up	2/12/14
175 Avenue Field	NT asked about the gate- no knowledge of its removal	8/12/14