



# LYMPSTONE PARISH COUNCIL

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14<sup>th</sup> June 2016

To All Members of the Parish Council

You are summoned to attend a meeting of Lympstone Parish Council, to be held **7.30pm** on **Monday 20<sup>th</sup> June 2016** 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>1</b>	<b>Public Session</b>	<b>7.30</b>
<b>2</b>	<b>Apologies Cllr Longhurst, Lyon, Young</b>	<b>7.45</b>
<b>3</b>	<b>To receive any Declarations of Interest</b>	<b>7.45</b>
<b>4</b>	<b>Minutes</b> – To confirm the minutes of the meeting held on 6 <sup>th</sup> June 2016	<b>7.50</b>
<b>5</b>	<b>Planning Applications</b> 16/1005/FUL Single storey extension to outbuilding to form annexe Shenfield Greenhill Avenue 16/1008/CPE Lawful development certificate for the use of land as garden Sowden Lodge Courtlands Lane 16/1201/LBC Re-rendering areas of defective and blown render, replacement of 4 No first floor windows and 2 No back doors, installation of flue, extractor fan and soil pipe, and infilling of bedroom cupboard at Thorne Farm Exmouth Road 16/1203/FUL & 16/1204/LBC Replace metal entrance gates with timber gates - Hayes Raleigh, Burgmanns Hill 15/1970/MFUL Construction of 15 new dwellings (10 affordable and 5 open market) with new access off of Strawberry Hill, Land to the West of Strawberry Hill. Amended plans relate to repositioning of driveway to plot 11 to allow relocation of attenuation tank. 16/1263/FUL Change of use of agricultural building to residential (to building with	<b>7.55</b>

	<p>prior approval for conversion to one dwelling) and extensions and alterations to include increase in roof height, re-building of southern brick wall, infilling of porch, lowering of internal floor and excavation works to reduce ground levels   Land South of Courtlands Lane (Courtlands Barn)</p> <p><b>15/2848/FUL</b> Construction of two detached dwellings. Land Adj Meadowside Longmeadow Road These amendments relate to Geotechnical report and revised drainage layout supplied.</p>	
<b>6</b>	<p><b>Planning decisions</b></p> <p>16/0844/FUL Proposed single storey kitchen extension enlargement of south facing window and associated alterations. - Woodville Greenhill Avenue - Approval - standard time limit</p> <p>16/1025/FUL Single Storey rear extensions to dwelling and garage; provision of patio and boundary wall - 17 Highcliffe Close Approval - standard time limit</p>	<b>8.10</b>
<b>7</b>	<p><b>HM The Queen's 90<sup>th</sup> birthday celebrations</b></p> <p>Review of celebrations on 21<sup>st</sup> April and 11<sup>th</sup> June 2016 and vote of thanks to all involved. Chairman to lead.</p> <p>Invoices for payment – details are attached</p>	<b>8.15</b>
<b>8</b>	<p><b>Draft Exmouth Sports Pitch Strategy</b></p> <p>To note that there will be a Public Meeting, 29th June, 7.00 pm in the Village Hall. Graeme Thompson of EDDC will attend to explain the strategy. This will be followed by open discussion.</p>	<b>8.25</b>
<b>9</b>	<p><b>Parishes Together Fund</b></p> <p>This will run again this year. Lympstone has funds of approximately £1,600. The Council is requested to consider suitable projects.</p>	<b>8.30</b>
<b>10</b>	<p><b>Otter to Exe Parish Councils</b></p> <p>The Chairman and Clerk will report on discussion at a meeting on 14<sup>th</sup> June 2016.</p>	<b>8.40</b>
<b>11</b>	<p><b>Clerk's Action List – attached</b></p>	<b>8.45</b>
<b>12</b>	<p><b>Reports by Lead Councillors</b></p>	<b>8.55</b>
<b>13</b>	<p><b>Matters raised by other Councillors.</b> (These are not normally discussed in depth but investigated and considered at the next meeting.)</p>	<b>9.05</b>

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON  
MONDAY 6<sup>th</sup> JUNE 2016 IN THE VILLAGE HALL.**

PRESENT:	Councillors:	P Acca	H Dimond
		D Atkins	S Everett
		C Carter	R Longhurst
		Mrs Clark	M Lyon
		P Corcos	Mrs K Rogers

Apologies: Cllr D Young and District Cllr Ingham,  
Also Present: County Cllr Hughes and 3 members of the Public.

**PUBLIC SESSION**

Mr Stewart commented that the grass cutting in the Village was looking tatty. Cllr Atkins explained that there was a new contractor and he was catching up with the work.

**25 Minutes**

RESOLVED: that the minutes of the meeting held on 23rd May 2016 be confirmed as a correct record and signed by the Chairman

**26 Declarations of Interest**

Cllr Mrs Clark reminded the Council that she would take no part in discussing planning applications.

**27 Planning Applications**

**16/1161/FUL & 1162/LBC** Re-rendering front elevation of property, and repairs to boundary wall Southerleigh Church Road – SUPPORT

Cllr Atkins felt that the damage to the wall had been caused by road salt being cast too powerfully. The Clerk was asked to draw this to the attention of DCC

**16/0307/FUL** Alterations to dormer window to create Juliet balcony – Franklyn, The Strand  
Cllr Dimond reported that this application had been refused by EDDC today.

**16/0797/CPE Certificate** of lawfulness for the sub-division of the building into 3no flats 6A Dawlish Park Terrace. Cllr Acca informed the Council that he had worked on this property in the past. Cllr Dimond pointed out that evidence of use for 10 years was required whereas evidence for only 8 years had been provided.

Cllr Longhurst felt that the owner was well aware of planning requirements and had the opportunity to apply for planning permission for this use in 2009 but had chosen to ignore this. OBJECT on the grounds that insufficient evidence has been submitted and that the owner was aware of the need to apply for planning permission but had not done so.

**28 Planning decisions**

16/0691/LBC Removal of existing render on front wall and replace with lime render incorporating insulation and wood fibreboard; Raising of plinth and repair of timberwork; Replacement of flat roof on rear extension and re-felting; Re-slate main roof with natural slate - Old Orchard, Exmouth Road, Approval with conditions

**29 Report by the Police**

No police report had been received.

**30 Report by the District Councillors for the Parish**

Cllr Longhurst commented that Ward members had not been consulted on the Exmouth Sports Pitch strategy before it had been put out for consultation.

**31 Chairman's report**

The Chairman had been spending time analysing the Exmouth Sports Pitch Strategy as it had significant impact for Lympstone.

**32 Draft Exmouth Sports Pitch Strategy**

In June 2015, East Devon District Council adopted its Playing Pitch Strategy (PPS). A key action from this was to identify sites for additional sports pitches for Exmouth. The Draft Exmouth Sports Pitch Strategy recommended a combination of new sites on which to deliver sports pitches and improvements to existing sites. Another action from the PPS was to encourage provision of additional football pitches for Lympstone FC. Some of the sites which had been considered were within Lympstone Parish and as such must be judged against the Lympstone Neighbourhood Plan as much as the Local Plan.

Cllr Dimond reported that this raised major issues as the sites off Hulham Road and the relocation of Exmouth Rugby Club to Courtlands Cross are favoured. Both of these were in Lympstone Parish. It was not clear if there was provision for 2 pitches for Lympstone FC and no mention of a cricket pitch for Lympstone.

The Clerk added that the development of these two areas could be seen as leading to coalescence with Exmouth, if Exmouth based Clubs were based on pitches in Lympstone. The noise from rugby and football could also compromise the setting of A la Ronde and the new Hotel at Lympstone Manor.

Graeme Thompson of EDDC had responded to these points:

Courtlands Cross - You will see that the draft strategy suggests that Courtlands Cross could be used to for additional pitches for Exmouth RFC and be the home ground for Lympstone FC. It was unlikely that a cricket square could also be accommodated on the site without losing hedgerows of landscape importance or requiring the East Devon Way to be diverted or alternatively losing rugby/football pitches

What I would say is that the strategy is clear that this site is very sensitive in terms of landscape and coalescence so any facilities would have to be minimal and designed to a very high standard (it suggests green roof and grasscrete for parking for instance). That being the case I would hope that pitch development in this location may actually help to reinforce the green wedge and become a block to coalescence. It could potentially also further help to defend against the housing intentions of the land owners.

Hulham Rd - Whilst being within Lympstone Parish, this site is outside the green wedge and well enclosed/contained so I would not see any significant impacts in terms of coalescence being likely here. The site could help to serve the needs of the Goodmores Farm residents."

The Chairman had spoken to a number of people and many were strongly opposed to any development on the land at Courtlands Cross, having worked so hard to defend this site against development so recently. The general feeling was that this land should remain as agricultural land in order to maintain the gap between Lympstone and Exmouth. The closing date for a response was the 8<sup>th</sup> July and it was felt that this did not give enough time for adequate publicity and discussion.

The Clerk had also pointed out that laid out pitches with associated buildings and car parking could have drainage implications.

At Hulham Road, the site was sloping and there was no provision for adequate drainage,

parking or other facilities.

Cllr Hughes felt that relocating Exmouth Rugby Club for retail development on the site was unlikely as planning permission for the nearby site had been refused.

EDDC had looked at moving to Rolle College but this had been ruled out on cost grounds.

Withycombe Rugby Club was involved and they had been offered a new long lease of their site. He would prefer to see playing pitches at Courtlands Cross than housing development if this was a way of securing the open nature of the land for the foreseeable future.

It was AGREED that there should be a hard copy of the Strategy document on display at the Parish Council stall as part of the 90<sup>th</sup> birthday celebrations; there should be a public meeting to discuss the implications for Lymptone and Lymptone FC and Cricket Club should be invited to comment

### 33 **Payments for approval**

DD	EDF - electricity for lights in Candy's Field		£35.79
DD	EDF electricity for toilets		£11.00
2287	Optima Graphics - Herald printing		£315.00
2288	Exmouth Town Council - hire of Handyman, 2 days		£150.00
2289	Exmouth & District Community Transport Group		£266.76
2290	Cranbrook Town Council - training for Cllr Mrs Clark		£40.00
2291	SNC (Southwest) Playground repairs (VAT only)		£29.00
2292	British Gas Youth Club gas		£197.97
2293	Mrs Edworthy wages for May		£223.20
2294	A J Le Riche Salary & expenses May	£630.47	
	Key box & key for Youth Club	£35.94	
	Stamps	£5.50	
	Website domain renewal	£13.19	£685.10
2295	HMRC - Tax / NI May 2016		£156.17
2296	V Drinkwater – 90th birthday goods		£52.78
2297	M Lang – 90 <sup>th</sup> birthday disco / compere		£150.00
2298	Cllr Mrs Clark – 90 <sup>th</sup> birthday goods		£401.35
			£2,714.12

### 34 **Financial Summary** **Current Account**

Opening balance at 1st April 2016		£42,624.19
Receipts		£23,520.70
Total receipts		£66,144.89
Transfer from dep ac		
Total paid in to current ac		£66,144.89
less, Payments		£5,576.19
Net balance		£60,568.70
Unpresented cheques		£145.00
Receipts not on statement		£0.00
Balance per bank statement		£60,713.70

### **Deposit Account**

Balance at 1st April 2016		£161.00
Interest to 1st April 2016		£0.12
Transfer to current ac		£0.00
<b>Total</b>		£161.12

### **35 Budget Monitoring**

The Council received a budget monitoring report for June 2016

### **36 Clerk's national salary increase**

The NJC for Local Government Services has reached agreement on new pay scales for 2016 and 2017 with effect from 1<sup>st</sup> April in each year. The effect of these is to increase the Clerk's hourly rate from the current £12.317 ph to £12.44p ph from 1<sup>st</sup> April 2016 and then £12.564 ph from 1<sup>st</sup> April 2017.

RESOLVED: that these national pay increases be implemented.

### **37 Matters raised by Councillors**

Cllr Corcos reported that the website was now up to date again. Mary Turner was now giving much-welcome assistance in keeping the site up to date.

The matter of rubbish at the station was raised again. Third party funds were available to meet the cost of removal. The Clerk was asked to speak to Mr Tozer to seek his agreement to the rubbish being moved.

Cllr Atkins reported that the gate at The Avenue needed replacing and the gate to Avenue Field needed repair. He would speak to the national trust about this.

The gate into Candy's Field from Greenhill Avenue didn't shut but Mrs Beatty pointed out that this had been the case for many years. Otherwise, the gate and posts were sound.

Cllr Mrs Clark informed the Council that the new 'Living in Lympstone' booklet would not be ready for some time.

### **38 County Councillor's report**

Cllr Hughes informed the Council that the A376 at Exton was to be re-surfaced and there would be night time closures to achieve this. A replacement bus shelter was to be sited at the bus stop at Courtlands Cross.

Officers had met residents of Pitt farm to discuss the Dinan Way link:

The dedicated right hand turn had been removed and the roundabout had been redesigned.

A speed limit of 30mph had been requested but this had not been considered yet.

Only the roundabout and its approaches would be lit.

A screening bund and landscaping had been requested.

A quiet surface had been requested

The visual perspective to the north was to be drawn up

A transport assessment had been prepared

Cllr Atkins reminded Cllr Hughes of the need for a comprehensive drainage strategy to ensure that full account was taken of the need for surface water drainage in the light of the existing problems of drainage in the Parish. Cllr Hughes confirmed that these matters would be included in any final design.

The Meeting finished at 9.00pm

Chairman

## 90<sup>th</sup> Birthday celebrations

The final costs and income are still being assessed but the following amounts are put forward for payment before the next meeting:

Cheque no			
2299	Cllr Mrs Clark:	Tesco drinks for re-sale	£980.74
		Licence fee for event (EDDC)	£21.00
		Otter brewery drinks for re-sale	£245.09
		3 mugs for 90 year olds	£29.97
		£15 vouchers for book rest	£10.00
		milk	£1.70
		baps	£7.69
		Pasties (Friday night)	£19.65
		bacon	£11.98
		lager (Friday night)	£19.19

2300	Karats Ltd –	PA System	£115.00
2301	M Brankin –	Hog Roast	£1,000.00
2302	Lympstone Village hall	Utilities & Cleaning etc	£100.00
2303	Angelfire Pyrotechnics -	Fireworks	£600.00
2304	LYPS	Water and use of toilets etc	£60.00
2305	1 <sup>st</sup> Lympstone Sea Scouts	Drinks for re-sale	£279.00

## **Parishes Together Fund**

### **How much can you apply for?**

There is a funding pot of £1.10 per elector in each parish involved. The amount for Lymington is £1,722. This can be used for our own projects and have the support of funding from other Parishes or it can be used to support projects by other parishes.

You can apply for funding for more than one project, as long as you don't apply for more than the funding you are eligible for (£1.10 per elector).

We will pay for grants of over £4,000 upon receipt of invoices and receipts, all other grants will be paid up front. If you are claiming for over £4,000 and the organisation paying for the project is VAT registered so is able to claim back VAT, you must only claim for the net amount (total amount minus VAT).

### **Who can apply**

Only Town and / or Parish Councils can apply for this funding. If you have a project you would like funded and are not a Town or Parish Council speak to your Town / Parish Councils and they may wish to get involved and apply on your behalf. Find out how to contact your local council.

Town and Parish Councils searching for projects that would help their local area that need funding often find it useful to contact their local voluntary and community groups.

### **Which projects are eligible for a grant?**

1. All applications must involve two or more Town or Parish Councils, the aim of the funding is for Town and Parish Councils to work together on projects. Following a decision of collective support for an application, nominate a lead council to complete the application form. The officer managing the fund and the decision-makers must be satisfied that the project will benefit more than one Town or Parish and that they are working together.
2. Every Town or Parish Council involved must make a proportionate financial contribution to the project from their own funding.
3. Applications must show towns and parishes involving their communities to try to solve local issues. Projects that create useful networks across parishes involved will be looked on favourably.
4. Grants are for capital (one off costs, costs of a permanent item, structure etc) and / or revenue costs (day to day costs, temporary items, events etc). We will not fund unsustainable projects, salaries for ongoing posts, individuals, private businesses or for profit enterprises or revenue costs for existing projects.
5. Funds cannot be used directly for on-going staff costs or day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
6. Funds should not be used to support projects that are the direct responsibility of another agency.
7. Funds will not be allocated retrospectively. Work must not start on the project before you have received a letter offering you the grant.
8. You can't apply for funding for the same project twice.
9. All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.



10. Please send supporting documents where possible. This could include things such as; quotes for project costs, details of offers/ grants from any other funder/ organization, photographs, specifications and drawings, extracts from your Parish Plan(s), evidence of consultation e.g. letters of support.

## **The exception to the rules above - ditches and drainage projects**

The only exception to the 10 rules above happens when when you are applying for funding for ditches and drainage projects in relation to the prevention of flooding.

Applications for ditching and drainage work are exempt from rules numbers 1, 2, 6 and 8 above. This means you can apply as individual parishes for ditches and drainage projects, you can apply even though Devon County Council are responsible for ditches and drainage, and you can apply more than once. As well as the remaining rules above, the following are additional rules for ditches and drainage works in relation to flooding:

1. Proposed work will need to increase frequency or be of a higher standard than that currently offered by Devon County Council.
2. Work will need to be carried out subject to the guidance available from DCC Highways.
3. All ditches and drainage works must be approved by Devon County Council's Flood Risk Team and the Environment Agency before being carried out.

## **When to apply?**

The closing dates for applications are 24 June 2016, 4 November 2016 and 8 February 2017. The fund is confirmed for this year only. Once the deadline is reached incomplete applications will not be assessed.

## **How will we assess your application?**

Once the deadline has passed all applications undergo an eligibility check. If your application is incomplete or ineligible we will not take it any further.

Once your application has been passed as eligible it will be presented to a group made up of EDDC Councillors and a Devon County Councillor, for a decision to be made. They will take into account a number of factors such as:

- Evidence of local need
- How Parishes are working together
- Evidence of community support
- How well the project has been thought out and planned
- Project costs and any match funding

You will be told in writing whether your grant application has been successful or not. Successful applicants will receive a grant offer letter which must be signed and sent back to us within three months.

All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.

## **Reports by Lead Councillors**

### **NP Delivery Group - Cllr Mrs Clark**

#### **Estates - Cllr Atkins.**

Cemetery An extra cut of the grass in the cemetery has been requested so that dead cuttings can be collected. The Clerk has been considering ways of dealing with the waste at the Cemetery now that this is not being removed by a Councillor. He has discussed this with the Chairman and Cllrs Atkins and Acca and with the Chairman of the Village hall Committee.

He suggests that :

- The existing wheelie bins and the compost area are removed from the cemetery and the area is tidied and planted with shrubs.
- Outside the cemetery, the other side of the hedge to this area, it is proposed that the hedge and trees are cut back to the original boundary right down to ground level.
- A new compound is created to contain the Village Hall waste bins and one wheelie bin for cemetery waste.
- A contract is set up with EDDC to empty this along with the other waste bins at the Village Hall.

The Handyman can clear both areas and carry out replanting. He may be able to create the new compound as well. Otherwise a contractor will be needed for this – Usually Coastal Fencing of Exmouth.

**Facilities - Cllr Acca** The new bin has been installed at the bottom corner of Candy's Field and EDDC have been contracted to empty it. Painting contracts are needed for the toilets, parts of the MUGA and parts of the Youth Club. These will be put out to tender with the Clerk.

**Community - Cllr Young has withdrawn from this. The Council is requested to consider a replacement,** with Cllr Everett

**Links with CTC-RM – Cllr Mrs Rogers.**

**Lympstone Herald – Cllr Carter**

**Travel and Transport – Cllr Longhurst (Apologies)**

**Village Hall – Cllr Atkins – See item about the cemetery.**

**Website – Cllr Corcos.** Mary Turner has joined the website 'Team'. Tim Thompson is not available to help re-order the site at the moment. Cllr Corcos and Mary Turner are interested in attending a Wordpress course to gain knowledge to develop the website. Details are set out below.

### **WordPress**

**Mon 22 Aug 2016 | 10.30am - 5.30pm**

**| £140 (£120)\* + Booking fee of £1.50**

## Two Day Course

This is an intensive introduction to creating a new website using the powerful, user-friendly software of WordPress.

The day will teach you how to:

- Set up a WordPress website
- Use WordPress to manage your website content, publish posts, pages, arrange menus and insert media
- Use WordPress Themes and make your site personalised.
- Insert Widgets and plugins and integrate social media content into your WordPress website

Individual needs will be catered for where possible. All courses are taught on Apple Mac computers and skills learnt are transferable to PC.

**VENUE: EXETER PHOENIX**