



LYMPSTONE PARISH COUNCIL

Clerk to the Council: A J Le Riche, DMS,
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Chairman: Cllr Chris Carter
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31st January 2017

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 6th February 2017** 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

1	Public Session	7.30
2	Apologies	7.45
3	To receive any Declarations of Interest	7.45
4	Minutes – To confirm the minutes of the meeting held on 9 th January 2017 attached	7.50
5	Planning Applications 17/0053/FUL Construction of detached dwelling and double garage Land On The West Side Of Exmouth Road, (Land Off Longmeadow Road) Lympstone. 17/0100/FUL Installation of external cladding, construction of first floor balcony and associated staircase, and construction of detached workshop/store. Highcliffe Cottage Sowden Lane + Amended plans 16/2420/LBC Amended plans re-roofing in natural slate, alterations to north-east and north west elevations, changes to fenestration and glazed corridor at Lympstone Manor Hotel, Courtlands Lane (Adjoining parish)	8.00
6	Planning decisions 16/2120/FUL Alteration to Juliet Balcony to create a balcony area in front of the existing dormer window - 2 Stafford Cottages, Sowden Lane Approval - standard time limit. 16/2724/FUL Replacement garage door - Garage Under The Old Bakery Studio Flat, Chapel Road : Approval - standard time limit. 16/1431/FUL Proposed extension to form pre-school room. - Ottertots Day Care Nursery, Hulham Road. Approval with conditions. 16/2457/FUL Construction of two dormers on western elevation to replace existing dormers. – Woodville, Greenhill Avenue Approval - standard time limit.	8.10

	16/2929/FUL Rear Extension to replace existing lean-to and associated alterations (revised scheme to 16/0326/FUL) - 2 Strawberry Hill Lympstone Exmouth EX8 5JZ - Approval - standard time limit	
7	Report by the Police	8.15
8	Report by the District Councillors for the Parish	8.20
9	Chairman's report	8.25
10	Exe Estuary trail Report of meeting with Network Rail and Sands Engineers and the next steps.	8.30
11	Sewerage in the Village Further discussion from the meeting on 18 th January 2017 and subsequent information from SWW.	8.40
12	Draft Emergency Plan To give first consideration to the revised draft Emergency Plan.	8.50
13	East and Mid Devon Community Safety Partnership Annual Conference This will be held at 9.15 – 1.00 with lunch on Wednesday 5 April 2017 at Broadclyst Victory Hall, Broadclyst.	9.00
14	Clerk's Action List – attached	9.05
15	Reports of Lead Councillors. Any reports requiring a decision are attached. Emergency Planning – Cllrs Mrs Clark & Dimond. Estates - Cllr Atkins – Facilities - Cllr Acca – Links with CTC-RM – Cllr Mrs Rogers. Lympstone Herald – Cllr Carter NP Delivery Group - Cllr Mrs Clark Planning – Cllr Dimond Transport and parking - Cllr Longhurst Village Hall – Cllr Atkins Youth Club – Cllrs Acca and Longhurst Website – Cllr Corcos	9.10
16	Finance Payments to be authorised – list attached Financial summary	9.15
17	Matters raised by other Councillors. (These are not normally discussed in depth but investigated and considered at the next meeting.)	9.20
18	Report of County Councillor	9.25

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON
MONDAY 9th JANUARY 2017 IN THE VILLAGE HALL.**

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

Apologies: Cllr D Atkins, County Councillor Hughes and the Police

Also Present: District Councillor Ingham and 7 members of the Public and the press.

PUBLIC SESSION

Mrs Carter spoke of a meeting with Network rail and SANDS, Engineers. The Group had walked the length of the railway line to assess the possibilities of constructing an off-road section for the EET. The meeting was very positive and good advice had been given as to the next steps. This would require a written agreement with the Parish Council.

There was an invite to join the Devon Access Forum. The Forum had supported an off-road route and the provision of 'cobbles'.

The EET Group were looking at other ways of recording incidents.

Vicki Drinkwater informed the meeting that funding had been awarded for an open-air cinema event aimed at raising awareness of the Pre-school to other sections of the community. The money needed to be spent this year. She suggested September time in either Cliff Field or Candy's Field.

RESOLVED: that full support be given to this event, including the use of either Cliff Field or Candy's Field.

154 Declarations of Interest

Cllr Clark reminded the meeting that she would not take part in discussion or vote on planning applications.

155 Minutes

RESOLVED: that the minutes of the meeting held on 6th December 2016 be confirmed as a correct record and signed by the Chairman.

156 Co-option

Two expressions of interest to join the Parish Council had been received, from Rob Hilton and Pete Redbourn. Pete Redbourn was unable to attend the meeting. Rob Hilton was invited to say why he wanted to join the Parish Council and answered questions.

RESOLVED That Mr Rob Hilton be co-opted as a member of the Parish Council

Mr Hilton then signed a Declaration of Acceptance of Office before the Clerk and then joined the meeting.

The Chairman welcomed Cllr Hilton to the Parish Council.

157 Planning Applications

16/2724/FUL Replacement garage door - Garage Under The Old Bakery Studio Flat Chapel

Road - SUPPORT

16/2788/FUL Replacement of existing flat roofed dormer with pitched roof dormer Rose Cottage, Church Road. – SUPPORT but with windows to match existing and subject to any views of the Conservation Officer.

158 Planning decisions

The Council noted the following planning decisions:

16/2277/FUL & 2278/ LBC, Repair of existing boundary wall - Southerleigh Church Road Lympstone - Approval - standard time limit

16/2175/FUL Construction of single storey extension and conversion of existing garage to studio incorporating new dormer window, external staircase and 1st floor window - Ashdown Marley Hayes. Approval with conditions

16/2392/TCA T1, Silver Birch: Fell - 2 Strawberry Hill_ Approval - standard time limit.

16/0307/FUL To change existing single glazed dormer window with hardwood painted inward opening. Proposal is to lower the dormer from 1.1m high to 1.8m high. Franklyn, The Strand. The appeal is allowed

159 East Devon District Council - Infrastructure Delivery Plan Review

EDDC were reviewing the infrastructure section of the Local Plan.

The Infrastructure Delivery Plan contained a Schedule of infrastructure projects that were required to deliver housing and economic growth proposed in the Local Plan, including detail on priority, timescale, cost, funding, and delivery organisations. If a project had a funding gap, this schedule can be used when considering projects that may be funded by the Community Infrastructure Levy (and other funding sources) in the future.

The Clerk drew attention to specific schemes that directly affected the Parish

RESOLVED: 1 that EDDC be informed that the provision of an off-road section of the EET, through Lympstone should be included as a Priority 1 scheme to meet road safety needs and to meet commuter targets for the EET which are currently well below DCC aims.

2 that EDDC be informed that the Parish Council objects most strongly to the use of CIL or other local funds being used to construct the Dinan Way extension.

3 that the list of projects previously submitted to EDDC be reviewed.

160 Report by the District Councillors for the Parish

Cllr Ingham reminded the Council to make sure that when CIL funds for Goodmores farm were allocated between Exmouth and Lympstone, Lympstone received its 25% share rather than the 15% share that would go to Exmouth.

Cllr Longhurst had objected to increases in budgets for refurbishing Exmouth Town Hall and the regeneration of the seafront, which he felt should have been foreseen by those involved in both schemes.

The planning application for the Knowle site had been rejected as the application was for a care Home whereas the designs were for 100+ individual flats and these would each attract a CIL contribution.

161 Chairman's report

The Chairman had received a complaint about a sign on a gate at Cliff Field suggesting that dog walkers were being monitored to see who did not clear up after their dog. Whilst there was sympathy for this, he had arranged for the complainant and the Football Club to speak to each other regarding the problem.

A resident had expressed gratitude for the new bin on Candy's Field.

He would use the Chairman's allowance to provide wine at the Parish Dinner.

DALC were inviting nominations to the Royal garden party

RESOLVED: that the Chairman and his wife be nominated.

162 Community assets

Cllr Longhurst submitted a draft list of community assets which the Parish Council should submit to EDDC. The Clerk pointed out that the Village hall was owned by a separate charity and not by the Parish Council as stated on the draft list.

Any listed asset would then receive limited protection so that if it was to be sold, any community organisation would have a period of six months in which to prepare a case for purchasing it.

RESOLVED: that a Working Group comprising Cllrs Dimond, Hilton, Longhurst, Rogers and Young be formed to review this list and make a recommendation to Council.

163 Sewerage in the Village

There had been no details from SWW regarding works in the Parish.

DCC were currently looking at improvements to the culvert in Longmeadow Road and will be getting some quotes for the works in the next few weeks. This included some repairs and installing a structural liner to strengthen and help improve the hydraulic performance of the system. They will update the Parish Council on how they intend to progress with this once we have some idea of the cost and feasibility of the works.

164 DCC - Waste Management

DCC were consulting on proposed minor modifications to the Chargeable Waste scheme, vehicle restriction and non-acceptable waste policies at Household Waste Recycling Centres and Proposed change to the Community Composting Recycling Credit rate.

The Parish Council agreed to make further comment objecting to proposed reduction in rates paid to community composting schemes.

165 Clerk's Action List

The Council received and noted the Clerk's action list.

Parishes Together funding

Cllr Mrs Clark pointed out that the second grid was intended to be at Telfer's Field and was still needed.

The Clerk was asked to start work on designating the new footpaths.

166 Reports of Lead Councillors

Emergency Planning – Cllrs Mrs Clark, Dimond and Corcos had met with Alan Child to discuss options for reducing flooding in Underhill.

Facilities – The handyman had now finished work. The Clerk was asked to send a letter of thanks for all his hard work in the Parish. The Football Club had emptied their white lining machine into the hedge and continued to leave other equipment out in the Field. The Clerk was asked to write to them about this.

Links with CTC-RM – Cllr Mrs Rogers was arranging a meeting with MoD contractors later in the week to discuss removing growth to enable the solar lights to be erected.

She had also attended a training session regarding Smart meters which were available free of charge and could lead to savings in fuel usage. Cllr Mrs Clark said that these were not always successful particularly when tenancies changed frequently.

Neighbourhood Plan – The Delivery group were to look at the projects list.

Village Hall – It was noted that the heating system was not working and the clock appeared to be wrong.

Youth Club – Cllr Longhurst reported that DCC had received confirmation of funding for a new Pre-school building. It had been hoped to put this on the site of the Youth Club and to arrange for a new building but the Council was clear that the timescales for the Pre-school

building were extremely tight and did not allow time to develop a project for a new Youth Club building.

There was a need for a lease to the Lymestone Learning Alliance for the site of the new Pre-school building although the exact site had not yet been determined. The Clerk was asked to report to the next meeting.

RESOLVED: that a Working Party comprising Cllrs Acca, Mrs Clark, Corcos and Hilton be formed to meet with representatives of the Youth Club to consider the detail for a new building.

167 **Budget 2017/18 and the precept.**

The Council received and considered the draft budget.

RESOLVED: that the draft budget be approved and a precept of £46,000 be issued upon the District Council.

168 **Finance**

RESOLVED: that the following payments to be authorised

DD	EDF - electricity for lights in Candy's Field	£35.79
DD	EDF electricity for toilets	£11.00
DD	EDF - Youth Club electricity	£15.00
DD	EDF - Youth Club gas	£17.00
2360	Optima Graphics - Herald printing	£264.00
2361	Exmouth Town Council - Hire of handyman	£150.00
2362	Lymestone TAP	£300.00
2363	Garden & Countryside maintenance - contract works	£3,660.00
2364	Mrs C Edworthy - Wages for December 2016	£223.20
2365	A J Le Riche salary & expenses December 2016	£639.24
2366	HMRC Tax / NI December 2016	£159.23
2367	I Scott - plants	£9.00
2368	A J Le Riche – flood protection equipment	£863.12
	Total	£6346.58

169 **Financial summary**

The Council received and noted the following financial summary:

Current Account	
Opening balance at 1st April 2016	£42,624.19
Receipts	£55,646.34
Total receipts	£98,270.53
Transfer from dep ac	
Total paid in to current ac	£98,270.53
less, Payments	£30,659.85
Net balance	£67,610.68
Allocated balances	
Elections	£1,500.00
Reserve for Village hall car park	£12,000.00
NP Projects	£9,000.00
Pledge to new Pre-school building	£10,000.00
Total allocated balances	£32,500.00
Unpresented cheques	£131.00
Receipts not on statement	£0.00

Balance per bank statement		£67,741.68

Deposit Account

Balance at 1st April 2016		£161.00
Interest to 1st January 2017		£0.40
Transfer to current ac		£0.00
	Total	£161.40

170 Budget report

The Council received a budget monitoring report.

The Clerk was asked to arrange gully emptying in Trafalgar Road and Strawberry Hill.

The Meeting finished at 9.10 pm

Chairman

Lympstone Parish Council

An Off-road route for the Exe Estuary trail

Councillors and members of the EET Group met with SANDS & Partners, Engineers and Representatives of Network rail on 5th January 2017 to give an initial examination of the potential for an off road route for the EET in Lympstone.

The Group agreed the following potential routes with 1 being the preferred and cheaper option:

1. Coming from Exmouth, cross straight over Sowden Lane on to Network Rail land to east of railway line and go up to the level of track, continue on the east side of the track going down to the road at Underhill, crossing Underhill and going up again on the east side parallel to the car park. Move on to the railway track alongside rails and go over the existing bridge parapet on the eastern side. This option would require a ramp to be built on the east side of the station up to Cliff Field Bridge to join the Exton section of the EET.
2. As 1 above but when coming down to the road at Underhill cross under the bridge to the western side of the track and continue alongside track on constructed path which will continue onto a free standing bridge going through the gap between Central Stores and the railway bridge and continuing on the level (on the free standing bridge) to arrive alongside the station entrance.

Email from Network Rail
Good Morning Judith,

It was good to meet you and everyone on Thursday, and to get a good idea of the plans and ideas that you have for the link up of the cycle path.

As discussed I think the best way forward is for us to issue you with a BAP Agreement at an estimated, up-front cost of £5000.00. This will cover the Buried Services check, the Network Rail Supervision for the Topographical survey and the issuing of Track Visitor Permits as well as the review of the Method Statement. This will be with you within the next 2-3 weeks.

Once you have the survey results, and have a plan of what Network Rail land will be needed, you will be able to approach our Property department who will guide you through the required steps to obtain the land (by lease or buying). The contact details are easementsandwayleaves@networkrail.co.uk

The Council is requested to consider requesting the BAP Agreement and the topographical survey at an estimated cost of £2,000.

East & Mid Devon Community Safety Partnership Annual Conference

The aim of this year's conference is to raise awareness of current issues and rising trends relating to the work of the Partnership. Presentations will be given by a wide variety of agencies and individuals that have information to share including current positive activities.

We welcome attendees from public bodies, voluntary organisations, charities and members of the public with an interest in reducing harm, threats and criminal activities.

*Broadclyst Victory Hall, Broadclyst, EX5 3EE
Wednesday 5 April 2017
Morning Presentations followed by a buffet lunch*

Presentations will include:-

- Alison Hernandez , Police and Crime Commissioner for Devon and Cornwall
- A Local Policing Update from Supt Sam De Reya,
- Modern Slavery in our Communities
- BeTheChange Charity that works with offenders
- The RISE Hub at Axminster supporting those with substance dependency

There will displays from a number of agencies relating to Community Safety issues.

Arrival from **9.15am** – presentations will start promptly at 9.30am. The conference will finish at 1 pm with a buffet lunch. Attendance is **free** and includes all refreshments.

Booking is essential

Places are limited and will be allocated on a first come, first served basis.

Please email: communitysafety@middevon.gov.uk
phone: **01884 234997** to book your place.



or

East & Mid Devon Community
Safety Partnership

Lympstone Parish Council

Action List – as at 3rd January 2017

Minute	Response	Date Actioned
52 Flagpole on The Green	Awaiting EA	27/7/15
126 Toilets	Approached Bagwells as they did the same job for Woodbury.	6/12/16 2/1/17
45 Parishes Together	More ideas needed.	4/7/16
79 Footpaths	Designation of new footpaths – to be followed up	20/9/16
83 Painting contracts	Deferred to Spring 2017	1/11/16
94 Phone box	New enquiry from residents asking for it to be purchased by the Parish Council	1/11/16
97 Rural Energy	Clerk met rep from Citizens advice. Awaiting follow up.	25/10/16
144 Adverse weather	First response equipment in place.	3/1/17
152 Grants	Scouts informed. Details of quotes requested for DCC application.	
159 Infrastructure Delivery Plan	EDDC informed of Council's views	
161 Royal Garden Party	Nomination forms sent	
164 Garden waste	Further comments sent to DCC	
166 Football Club	Email sent regarding signs and emptying the white lining machine	10/1/17
167 Precept	Email sent	19/1/17
170 Gully emptying	Cllr Mrs Rogers suggests that this needs tree roots to be removed. Contractor being sought for this.	

Lympstone Parish Council
Finance reports - 6th February 2017

	Payments for approval	
DD	EDF - electricity for lights in Candy's Field	£42.67
DD	EDF electricity for toilets	£11.00
DD	EDF - Youth Club electricity	£15.00
DD	EDF - Youth Club gas	£17.00
2369	Optima Graphics - Herald printing	£290.00
2370	Mrs C Edworthy - Wages for January 2017	£223.20
2371	A J Le Riche salary & expenses January 2017	£639.24
	Flood Resilience equipment	£164.00
	Shelving - Lympstone History Society	£109.99
2372	HMRC Tax / NI January 2017	<u>£159.43</u>
2373	The Globe Inn refreshments (CH allowance)	£162.65
	Total	£1,834.18

2 Financial Summary

Current Account		
Opening balance at 1st April 2016		£42,624.19
Receipts		£55,671.54
Total receipts		£98,295.73
Transfer from dep ac		
Total paid in to current ac		£98,295.73
less, Payments		£36,659.31
Net balance		£61,636.42
Allocated balances		
Elections		£1,500.00
Reserve for Village hall car park		£12,000.00
NP Projects		£9,000.00
Pledge to new Pre-school building		£10,000.00
Total allocated balances		£32,500.00
Unpresented cheques		£487.20
Receipts not on statement		£0.00
Balance per bank statement		£62,123.62
Deposit Account		
Balance at 1st April 2016		£161.00
Interest to 1st January 2017		£0.40
Transfer to current ac		£0.00
Total		£161.40

LYMPSTONE PARISH COUNCIL 2016 - 17

Budget Monitoring Expenditure

Code	Item	Budget	Spent	Balance
10	VAT	£0.00	£1,862.85	-£1,862.85
100	S137 *	£3,000.00	£2,878.76	£121.24
101	Other Grants	£1,600.00	£0.00	£1,600.00
201	Clerk's Salary	£8,850.00	£7,349.01	£1,500.99
202	Pension contributions	£570.00	£0.00	£570.00
203	Office expenses	£1,000.00	£642.30	£357.70
208	Village Hall Hire	£400.00	£392.50	£7.50
209	Miscellaneous	£50.00	£300.00	-£250.00
301	Chairman's Allowance	£150.00	£0.00	£150.00
302	Subs	£525.00	£494.84	£30.16
307	Courses, Travel etc	£250.00	£85.00	£165.00
308	Insurance, Audit, Elections	£2,000.00	£1,825.77	£174.23
313	Miscellaneous inc Beacon bonfire	£50.00	£1,378.51	-£1,328.51
400	Herald Printing	£4,000.00	£2,618.00	£1,382.00
602	Grass Cut 2*	£4,000.00	£4,442.00	-£442.00
605	Other Maintenance	£500.00	£84.13	£415.87
608	General tree work inc Candys Field	£300.00	£0.00	£300.00
612	Bin emptying	£225.00	£210.00	£15.00
616	Benches etc inc Handyman	£2,000.00	£1,729.90	£270.10
618	Notice Boards - Maintenance	£100.00	£0.00	£100.00
633	Play Equipment Mtce	£1,000.00	£232.50	£767.50
640	Lighting in Candy's field	£450.00	£454.48	-£4.48
701	Wages	£2,700.00	£2,187.70	£512.30
702	Consumables, rates, elec	£250.00	£10.46	£239.54
703	Rates, Utilities	£1,000.00	£104.50	£895.50
706	Repairs including decoration	£1,000.00	£85.00	£915.00
800	Burial Ground	£0.00	£0.00	£0.00
850	Communications	£0.00	£0.00	£0.00
900	Planning	£0.00	£0.00	£0.00
1000	Travel & Transport	£0.00	£0.00	£0.00
1101	Youth Club Building Maintenance	£1,000.00	£29.36	£970.64
1102	Gas Elec	£1,200.00	£774.81	£425.19
1200	Environment	£0.00	£0.00	£0.00
1300	Website etc	£250.00	£338.49	-£88.49
1400	Adverse weather	£200.00	£0.00	£200.00
1700	Ext funded	£0.00	£738.33	-£738.33
2100	Parishes Together	£1,650.00	£1,650.00	£0.00
2200	Community Covenant	£0.00	£0.00	£0.00
2300	NP Projects	£3,000.00	£3,760.11	-£760.11
2500	DCC Funding	£0.00	£0.00	£0.00
2600	Best Kept Village works	£0.00	£0.00	£0.00
2800	Gully cleaning and jetting	£2,000.00	£0.00	£2,000.00
				£0.00
	Total	£45,270.00	£34,796.46	£10,473.54
	Add VAT		£1,862.85	
	Total		£36,659.31	
100*	Cont for additional pledge to Pre-school	5,000.00	5,000.00	0.00
2400	Cont for VH car park	3,000.00	3,000.00	0.00

	Total budget	53,270.00	44,659.31	

Receipts

	Budget	Actual	Balance
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