



# LYMPSTONE PARISH COUNCIL

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27<sup>th</sup> June 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 3<sup>rd</sup> July 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

	<b>Public Session</b>	<b>7.30</b>
<b>1</b>	<b>Apologies</b>	<b>7.45</b>
<b>2</b>	<b>Minutes</b> – To confirm the minutes of the meeting held on 8 <sup>th</sup> May 2017 attached	<b>7.47</b>
<b>3</b>	<b>To receive any Declarations of Interest</b>	<b>7.49</b>
<b>4</b>	<b>Planning Applications</b> <b>17/1297/TRE</b> T1, Ash: Fell - Sowden Cottage Sowden Lane <b>17/1246/LBC</b> Internal alterations to existing utility to create wet room on ground floor: works to include the removal of partition walls in utility, construct new partition wall and door opening, raise floor. Install double doors between dining room and lounge to create a bedroom at ground floor. Infill wall at North end of utility passageway and insert window in wet room North elevation, replace roof and install 3 no. Conservation rooflights. - Jasmine Cottage The Strand <b>17/1247/FUL</b> Construction of detached garage with ancillary accommodation over - Runaway Courtlands Lane <b>17/1168/FUL</b> Change of Use from workshop and garage to single dwelling (resubmission of application 16/2740/FUL) Heathfield Longmeadow Road. <b>17/1249/FUL</b> Replacement dwelling with ancillary entrance drive, terrace and garden – Atlantis, Sowden Lane	<b>7.50</b>
<b>5</b>	<b>Planning Decisions</b> See attached list	<b>8.00</b>

<b>6</b>	<b>Chairman's report</b> Channel 4 Village of the year – to include costs for the last visit and future visits.	<b>8.05</b>
<b>7</b>	<b>Police Report</b>	<b>8.10</b>
<b>8</b>	<b>County Councillors' reports</b>	<b>8.10</b>
<b>9</b>	<b>District Councillors' reports</b>	<b>8.15</b>
<b>10</b>	<b>Lympstone Youth Club</b> The Chairman will report on the open evening. It is proposed to advertise for a Youth leader, details are attached. Some response has already been received and the Chairman will report on this.	<b>8.20</b>
<b>11</b>	<b>Lympstone Herald</b> To discuss appointment of a new Editor.	<b>8.30</b>
<b>12</b>	<b>Parish Cemetery</b> The following comment has been received: My son and daughter with their partners recently travelled a long way to pay a visit to their uncle's grave. ( John Cottrell of Birch Close ) They were regarded with obvious suspicion, and, rather shockingly, informed that they were not allowed to use the rubbish bins either in the churchyard or outside the village hall. " Bins for local people only " apparently. This seems to me to be small minded and upsetting for those concerned after their long journey to pay their respects. Are visitors actively discouraged ? The Council's view are requested	<b>8.40</b>
<b>13</b>	<b>Cliff Field</b> Lympstone FC wishes to erect a toilet block on the Field, next to the Scout Hut. Details are attached. Cllr Acca will report further to the meeting.	<b>8.45</b>
<b>14</b>	<b>Lympstone Pre-school</b> <ul style="list-style-type: none"> <li>• To discuss the present position with regard to this building.</li> <li>• The Planning application had not been submitted at the time the agenda was despatched. If it is received before the meeting, it will be considered.</li> <li>• MUGA update</li> </ul>	<b>8.50</b>
<b>15</b>	<b>Map for the Village.</b> To consider the email from Sue Wadhams requesting a layout map for the Village.	<b>9.00</b>
<b>16</b>	<b>Finance</b> <ul style="list-style-type: none"> <li>• Payments,</li> <li>• Financial Summary,</li> <li>• Budget report</li> <li>• The local government unions' have submitted a pay claim which includes a 5% increase on all NJC pay points. NALC is keen to receive the views of local councils.</li> </ul>	<b>9.05</b>
<b>17</b>	<b>Clerk's Action List – attached</b>	<b>9.10</b>
<b>18</b>	<b>Reports of Lead Councillors.</b> Any reports requiring a decision are attached. Emergency Planning – Cllrs Mrs Clark, Corcos & Dimond.	<b>9.20</b>

	<p>Estates - Cllr Atkins –Facilities - Cllr Acca –  Links with CTC-RM – Cllr Mrs Rogers.  Lympstone Herald – Cllr Carter  NP Delivery Group - Cllr Mrs Clark – Installation of traffic mirror, Sowden End  Planning – Cllr Dimond  Transport and parking - Cllr Longhurst  Village Hall – Cllr Atkins  Youth Club – Cllrs Acca and Longhurst  Website – Cllr Corcos</p>	
<b>19</b>	<b>Matters raised by other Councillors.</b> (These are not normally discussed in depth but investigated and considered at the next meeting.)	<b>9.25</b>

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON  
MONDAY 5<sup>th</sup> JUNE 2017 IN THE VILLAGE HALL.**

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

Apologies: Cllrs P Acca and R Longhurst, County Councillor Scott, District Councillor Ingham, the Police.

Also Present: County Councillor Trail, 9 members of the Public and the press.

Before the meeting started, the Chairman asked those present to stand for one minutes silence in memory of Ray Challis, those affected by recent tragic events in London

**PUBLIC SESSION**

Mrs Beatty asked if Dog fouling notices could be displayed on the beach as the tide did not always come high enough to clean this area. The Council agreed to this.

Mr Bailey complained about the state of the cemetery. The bins were full and overflowing and rubbish was blowing onto Mr Lupton's land. He and others felt that visitors should be asked to take their rubbish home.

The Chairman pointed out that there was a scheme to provide a new bin area for the Cemetery and Village Hall. Mr Bailey commented that work had started and then stopped and sawdust and branches had been left in the area adding to the mess.

It was also noted that the tap at the Village Hall was not working. The Clerk informed the meeting that the VHMC had suggested a new type of tap for consideration.

Mr Moody and Mr Downes raised points about the closure of part of the village car park during works by SWW. Temporary parking was to be provided on land off Underhill Close but this was a steep hill and it was felt that may people would park on the side of the road, causing problems for residents. It was important to raise awareness of the implications of these works.

Cllr Lyon had attended the Open Session put on by SWW. Concerns had been expressed about campervans using the temporary car park. SWW would not be monitoring use of the car park. It was suggested that a height barrier could be provided. Underhill Close can get slippery during the winter

Temporary traffic measures had been put in place for when heavy or large loads were being delivered. There had been an article in the last Lympstone Herald and there would be another one this month.

More publicity would be arranged

Mr Bailey pointed out that there was still considerable run-off of muddy water from the

	<p>development site in Longmeadow Road. The Chairman replied that the Parish Council had objected to this development to no avail. Attenuation tanks were to be provided but not brought into use until the houses were occupied.</p> <p>Cllr Dimond added that each of the houses had a considerable area of impermeable surface which would add to the volume and speed of flow of run-off. The application for the third house was to be considered at the DM Committee on Monday. She would speak but it was also open for aggrieved residents to register to speak.</p> <p>Mr Scott asked when the double yellow lines were to be painted on School Hill and was told that this was promised by the end of March 2017. Cllr Trail's attention was drawn to this. Mr Scott then expressed concern at the 'overdevelopment' on Candy's Field including Breakfast and After school care which would further increase the traffic using School Hill. The Chairman pointed out that these were already in place. Any new children attending the new Pre-school building should be mainly from the Village.</p> <p>Vicki Drinkwater also explained that the preferred access to the new Pre-school was via Trafalgar Road and parents would be encouraged to walk.</p>
<b>21</b>	<p><b>Chairman's report</b></p> <p>The Chairman wished to recognise the enormous amount of work undertaken by Lymptone Entertainments over the series of six Beethoven concerts in May and June - this was a mammoth undertaking and brought an international string quartet to the village. She had attended on Saturday and it was remarkable— She commented that we cannot all be classical music fans, but it would be nice to recognise the events in some way. It certainly put Lymptone on the map and the events were mentioned on Radio 4's today program (which attracted bigger audiences) and also in the national press.</p>
<b>22</b>	<p><b>Declarations of Interest</b></p> <p>Cllr Clark reminded the meeting that she would not take part in discussion or vote on planning applications.</p> <p>Cllr Mrs Clark and Lyon declared interests as Trustees of the Lymptone Learning Alliance.</p>
<b>23</b>	<p><b>Minutes</b></p> <p>RESOLVED: that the minutes of the meeting held on 8<sup>th</sup> May 2017 be confirmed as a correct record and signed by the Chairman.</p>
<b>24</b>	<p><b>Planning Applications</b></p> <p><b>17/0355/LBC</b> Removal of fire insert in sitting room and install log burning stove at Strand House, The Strand - <b>Support</b></p> <p><b>17/1015/FUL</b> Construction of first floor extension, associated balcony to rear and construction of second floor balcony to rear at 6A Dawlish Park Terrace - <b>Object</b></p> <p>This property has already been extended many times. The Parish Council considers its use as three flats is totally inappropriate and regrets that this has been accepted – a planning application for this would have been strongly opposed. The current proposal only makes the situation worse and could lead to additional problems with parking. The further extension of the property is overdevelopment and the balconies would result in a considerable loss of privacy for neighbouring properties.</p> <p><b>17/1044/AGR</b> Agricultural storage building at Atlantis, Sowden Lane. - <b>Object</b></p> <p>The Council is concerned that this building is far larger than is genuinely needed for a holding of 8.8 ha. At the Council meeting the applicant's representative stated that the building was</p>

	<p>simply for a tractor and some bales. Bales are normally stored outside as it is simpler to stack them and move them about than from inside a building of the type proposed.</p> <p>The building is sited in a prominent position in the Coastal Preservation Area (CPA) and is visible from numerous viewpoints in the surrounding area. It is harmful to the character of the CPA. It is not well integrated with its surroundings nor closely related to existing buildings as required by Policy D7 of the Local Plan.</p> <p>The Council feels that an alternative siting should be sought. There is an existing stone barn close to the entrance to the site and now that the application to convert this to a dwelling has been withdrawn a new smaller storage building could easily be located near to it with access from the original entrance drive to Atlantis. This would relate far better to the grouping of buildings around Sowden. and would not harm the open character of the CPA.</p> <p>If the proposal is accepted the Council requests that a condition or some form of agreement is made with the applicant that should the building be no longer needed for agricultural purposes it be removed from the site.</p> <p><b>17/0626/OUT</b> Outline application for the construction of 1 residential dwelling with all matters reserved at Candy's, Burgmanns Hill. - <b>Support</b></p> <p>The Council is concerned that a further new access directly off this stretch of road could be dangerous.</p> <p><b>17/0813/CPE</b> Lawful development certificate for the use of land as garden at Sowden Lodge, Courtlands - The Council has no evidence to contradict the assertion by the owner that this land has been used as garden for a period of over ten years.</p> <p>It would be helpful if the permitted development rights for development in the garden could be removed.</p>
<b>25</b>	<p><b>Planning decisions</b></p> <p>The Council noted the following planning decisions:</p> <p>17/0814/LBC Install flue in side east elevation at first floor - Pax Cottage, 1 Bakers Cottages Longmeadow Road - Approval - standard time limit</p> <p>17/0423/LBC Installation of roof lantern in flat roof rear extension - Rogues Roost Longmeadow Road: Approval - standard time limit</p>
<b>26</b>	<p><b>TPO NO: 17/0076/TPO</b></p> <p>The Council noted that this TPO has been made in respect of land at Ottertots Day Care Nursery, Hulham Road. But TPO No: 16/0060/TPO was not confirmed</p>
<b>27</b>	<p><b>Police report</b></p> <p>There had been no crimes reported since the last meeting. There had been a motorcycle accident with only minor injuries being sustained.</p>
<b>28</b>	<p><b>County Councillor's report</b></p> <p>Cllr Trail reminded the meeting about the review of the definitive map of footpaths. There would be an awareness event in July, on a date to be arranged.</p> <p>He was meeting the Deputy Leader of DCC to drive around the ward and raise any areas for action.</p> <p>The Local Highways Officer was Richard Elliot.</p> <p>He asked the Chairman to consider a date for a meeting with the County Councillors to discuss items of local significance.</p>
<b>29</b>	<p><b>District Councillors' reports</b></p> <p>There were no District Councillors present.</p>

<p><b>30</b></p>	<p><b>Lympstone Youth Club</b>  The Youth Club Leader and his daughter had now given notice of resignation with effect from 31<sup>st</sup> August 2017.  The Chairman expressed her thanks to Eddie and Lauren for the hard work that they had put in to provide an excellent youth meeting place for the children of the Parish.</p> <p>The Council was asked to consider how the Youth Club might be run in future. The Chairman suggested an Open Meeting in the Youth Club with all parents, those who volunteered their time and anyone else who might be interested in getting involved could come to see the Youth Club and the facilities that it offered.</p> <p>The building was in a poor state and needed modern facilities, although Cllr Atkins reminded the meeting that the building was brick &amp; block on the inside and the external timber was only cladding.</p> <p>An application to the Parish Council for Wi-Fi had been rejected as the Council was considering replacing the building at the time.</p> <p>RESOLVED: that an open event be arranged as described and this be advertised in the Lympstone Herald and on the website.</p>
<p><b>31</b></p>	<p><b>Lympstone Herald</b>  The Council discussed the process for the appointment of a new Editor.  Cllr Carter explained that he had done this for about 15 years when the Herald had grown from 4 to 24 pages. He does not claim any expenses but felt that this could be offered to a new Editor.  Mr Bailey thanked Cllr Carter for his excellent work. He suggested a ‘Meet the team’ event to see if anyone was interested in joining in.</p> <p>RESOLVED: that a ‘Meet the Team’ event for the Lympstone Herald be arranged with all existing volunteers and anyone who might be interested being invited. This to be advertised on the front page of the Lympstone Herald and on the website.</p>
<p><b>32</b></p>	<p><b>Street naming</b>  Land to the West of Strawberry Hill.  The suggested name was not acceptable to Royal Mail and so the Council was requested to offer a new name. Members were requested to bring ideas to the meeting.</p> <p>The following were suggested and put to the vote:  Falklands Close, Stanley Close, Royal Close, Gulliford Close, North meadow Close, Northmead Close, Upperlea Crescent, Higher Lea Close, Northlea Crescent, Thomas Putt Close, Putt Close, Field Close.</p> <p>RESOLVED That the following be offered to EDDC: Gulliford Close, Falklands Close, Thomas Putt Close.</p>
<p><b>33</b></p>	<p><b>Lympstone Pre-school</b>  It was understood that the Planning application had been submitted but not yet validated. Cllr Atkins agreed to follow this up.  The suggested terms for the building licence were supported, with the Clerk to make any additions as he felt appropriate.</p>

	<p>The terms of the lease would be put to the Solicitors when it was clear that the project was going ahead.</p> <p>The Clerk had received a quote to move the basket swing and other quotes would be requested.</p>																		
34	<p><b>Projects for grant applications</b></p> <p>The Clerk sought permission from the Council to seek external funds for the following projects:</p> <ul style="list-style-type: none"><li>• replacing the fencing at the Toddler play area, possibly in steel to match the new gates</li><li>• painting the equipment at the Toddler Play area</li><li>• replacing the slide unit needs</li><li>• replacing safety surfacing under one of the items on the Activity Trail.</li></ul> <p>It was suggested that Flagpole for The Green should be added to the list.</p> <p>RESOLVED that the list be supported.</p>																		
35	<p><b>Flood resilience</b></p> <p>There has been a further meeting with the EA. One of the actions was to provide a huge 1.2 m x 0.8 m flood risk map of Lymptone, Cllr Corcos had arranged for this be laminated and he presented this to the Council</p> <p>The EA were arranging two Flood Warden Training evenings in August. The training is free but the Parish Council would need to provide the venue etc. The training is from 6.30 - 9.30 pm and there could be 15- 20 participants.</p> <p>RESOLVED 1 that Cllr Corcos be thanked for arranging the large scale map and its laminating. 2 that the training be arranged at The Redwing with refreshments being provided as a ‘Thank You’ to the volunteers.</p>																		
36	<p><b>EDDC Sporting Champions</b></p> <p>The Chairman of EDDC will be holding a garden party at the Knowle and would like to invite sporting champions from all over the district of East Devon to attend the party as a way of thanking them for their contribution to their local community. A sporting champion could be a volunteer referee, umpire, score keeper, coach or something else along these lines. The Council is requested to suggest one nominee.</p> <p>RESOLVED: that Steve Pope be nominated for his work with youth football in the Village.</p>																		
37	<p><b>Finance</b></p> <p>Payments,</p> <p>RESOLVED: that the following payments be approved:</p> <table><tr><td></td><td><b>Payments for approval</b></td><td></td></tr><tr><td>DD</td><td>EDF - electricity for lights in Candy's Field</td><td>£46.62</td></tr><tr><td>2403</td><td>Optima Graphics - Herald printing</td><td>£315.00</td></tr><tr><td>2404</td><td>A western - Handyman works</td><td>£200.00</td></tr><tr><td>2405</td><td>SNC (Southwest) - playground repairs</td><td>£174.00</td></tr><tr><td>2406</td><td>D Hinchcliffe - Internal audit fee</td><td>£100.00</td></tr></table>		<b>Payments for approval</b>		DD	EDF - electricity for lights in Candy's Field	£46.62	2403	Optima Graphics - Herald printing	£315.00	2404	A western - Handyman works	£200.00	2405	SNC (Southwest) - playground repairs	£174.00	2406	D Hinchcliffe - Internal audit fee	£100.00
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37	<p><b>Financial Summary</b></p> <p>The Council received and noted the following financial summary:</p> <p><b>Current Account</b></p> <table><tr><td>Opening balance at 1st April 2017</td><td>£47,862.70</td></tr><tr><td>Receipts</td><td>£24,548.60</td></tr><tr><td>Total receipts</td><td>£72,411.30</td></tr><tr><td>Transfer from dep ac</td><td></td></tr><tr><td>Total paid in to current ac</td><td>£72,411.30</td></tr><tr><td></td><td></td></tr><tr><td>less, Payments</td><td>£6,453.59</td></tr><tr><td>Net balance</td><td>£65,957.71</td></tr><tr><td></td><td></td></tr><tr><td>Unpresented cheques</td><td>£10,010.00</td></tr><tr><td>Receipts not on statement</td><td>-£33.60</td></tr><tr><td></td><td></td></tr><tr><td>Balance per bank statement</td><td>£75,934.11</td></tr><tr><td></td><td></td></tr><tr><td><b>Deposit Account</b></td><td></td></tr><tr><td>Balance at 1st April 2017</td><td>£161.44</td></tr><tr><td>Interest to 1st May 2017</td><td>£0.02</td></tr><tr><td>Transfer to current ac</td><td>£0.00</td></tr><tr><td></td><td></td></tr><tr><td><b>Total</b></td><td>£161.46</td></tr></table> <table><tr><td><b>Allocated balances</b></td><td></td></tr><tr><td>Elections</td><td>£1,500.00</td></tr><tr><td>Reserve for Village hall car park inc 2017-18</td><td>£15,000.00</td></tr><tr><td>NP Projects up to 2016-17</td><td>£6,702.00</td></tr><tr><td></td><td></td></tr><tr><td>Total allocated balances</td><td>£23,202.00</td></tr></table>	Opening balance at 1st April 2017	£47,862.70	Receipts	£24,548.60	Total receipts	£72,411.30	Transfer from dep ac		Total paid in to current ac	£72,411.30			less, Payments	£6,453.59	Net balance	£65,957.71			Unpresented cheques	£10,010.00	Receipts not on statement	-£33.60			Balance per bank statement	£75,934.11			<b>Deposit Account</b>		Balance at 1st April 2017	£161.44	Interest to 1st May 2017	£0.02	Transfer to current ac	£0.00			<b>Total</b>	£161.46	<b>Allocated balances</b>		Elections	£1,500.00	Reserve for Village hall car park inc 2017-18	£15,000.00	NP Projects up to 2016-17	£6,702.00			Total allocated balances	£23,202.00
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40	<p><b>Reports of Lead Councillors</b></p> <p><b>Parish Cemetery</b> – Cllr Atkins was meeting representatives of the VHMC this week. The Chairman asked to be notified.</p>																																																				

	<p><b>NP Delivery Group</b> – details of the proposed safety mirror to be erected at Sowden End were submitted and approved.</p> <p><b>Website</b> – Cllr Corcos informed the meeting that the new website should be available later this month.</p>
<b>41</b>	<p><b>Matters raised by Councillors</b></p> <p>The Chairman reported that Cllr Longhurst had submitted an entry into a Channel 4 Village of the year competition and Lympstone had been shortlisted.</p> <p>Cllr Atkins reported on the need to replace the HGV sign at Nutwell Corner and for this to include a reference to the lack of turning space. The Clerk was asked to contact the Highways dept.</p> <p>Mr Moody reported that the telegraph pole at the bottom of Burgmanns Hill had been damaged by a large vehicle.</p>

The Meeting finished at 9.55 pm

Chairman

## Planning decisions

17/0355/LBC Removal of fire insert in sitting room and install log burning stove - Strand House  
The Strand Approval with conditions

17/1044/AGR Agricultural storage building – Atlantis, Sowden Lane. Approval - standard time limit.

17/0053/FUL Construction of detached dwelling and garage - Land on the West side of Exmouth Road (Land off Longmeadow Road). Approval with conditions

17/0626/OUT Outline application for the construction of 1 no. residential dwelling with all matters reserved – Candys, Burgmanns Hill. Approval with conditions.

14/1133/GPD Construction of single storey rear extension. Extends beyond the rear wall of the original house by 6 metres, maximum height 3.1metres and height to eaves 2.5 metres - Two Trees Longmeadow Road. Prior approval not required.

16/0654/GPD Construction of single storey rear extension measuring 4.1metres in dept with a maximum height of 3.1metres and eaves height of 2.4metres - Tedstone Cottage Tedstone Lane. Prior approval not required.

17/0750/GPD Construction of single storey rear extension measuring 6 metres in depth, with a maximum height of 3.85 metres and an eaves height of 2.9 metres - 2 Greenhill Avenue Prior approval not required.

17/1015/FUL Construction of first floor extension and associated balcony to rear, and construction of second floor balcony to rear - 6A Dawlish Park Terrace. Approval with conditions.

## **Lympstone Youth Club**

There has been a Youth Club in Lympstone for over 40 years. It has been run by a combination of paid youth leaders, volunteers and families of the children who use the Club. The building is dated but has a range of rooms and equipment suitable to provide a varied programme of activities for young people. A refurbishment programme is planned from July 2017.

Lympstone Parish Council is looking for a new youth leader and a building coordinator who could be volunteers or paid members of staff.

Lympstone Youth Club building is situated in Candy's Field, behind the village hall. There is a junior club (aged 6-11) and a senior club (11-18). Sessions are currently held on a Friday evening. The premises are available all week and some local groups rent space for activities. Additional letting of the facilities would be welcomed.

The Parish Council has two roles to fill – both roles could be filled by one applicant if appropriate.

### **YOUTH LEADER**

The Youth Leader will be responsible for providing leadership and a range of activities for the young people of the Parish. Training and guidance can be given on all aspects of the work. The parish council will welcome initiatives by the leader to provide a varied programme of activities and full use of the building.

#### **Job description**

1. To continue and develop the Youth Club as one of the focal points for young people of the Village of Lympstone.
2. Work with the parish council and the youth club committee to ensure the successful use of the building as a youth club.
3. Recruit and manage a team of volunteers to help at the youth club.
4. To be responsible for all activities during youth club sessions.
5. Arrange a programme of activities and outings for the young people of the village, and include appropriate and safe levels of supervision for these.
6. Help raise funds, for the purposes of the Youth Club
7. Arrange for the collection and banking of subscriptions and takings from the 'refreshment bar'.

#### **Person Specification**

##### **Essential attributes**

- Be bright, lively and enthusiastic
- Have good communication skills, be persuasive but patient.
- Be happy to work in partnership with the youth club committee and the parish council
- Enjoy being with young people and be able to gain credibility.
- Have a knowledge of and interest in the needs, wishes and attitudes of young people.
- Be subject to an enhanced disclosure due to working with young people
- Knowledge of keeping young people safe during internet usage

##### **Desirable attributes**

- Ability to encourage and engage in sport
- Physical ability to assist in moving equipment, chairs and tables etc.
- Understanding of the management of volunteers
- Willingness to seek additional income from rental of the facilities

- Wish to increase the number/variety of sessions and activities (so long as the income from these exceeds cost)

The post is for a nominal 5 hours per week to include some preparation time. The rate of pay is £\*.\*\* per hour.

Job details and an application form can be found at [www.lympstone.org](http://www.lympstone.org)

## **YOUTH HUB CO-ORDINATOR**

### **Job description**

1. Keep the diary for the youth club hut and administer any bookings.
2. Promote the facility for youth use (e.g. birthday parties, sports and skills clubs/training)
3. Keep accounts for the youth club and lettings (for example Excel spreadsheet)
4. Arrange (or undertake) cleaning of the club hut
5. Be on the youth club committee and input ideas for development of the facilities
6. Be key holder for the facility

### **Person description**

#### **Essential Attributes**

- Have meticulous attention to detail especially regarding money handling
- Be based in Lympstone
- Have creative ideas for development of the facility
- Be a team player
- Have or be willing to undertake the necessary disclosures

#### **Desirable attributes**

- Driver who is willing to assist in facilitation the purchase of club equipment, tuck and foodstuffs.
- Willingness to volunteer on the rota to help at youth club sessions periodically.

The post is for a nominal 2 hours per week initially but could develop into a larger role over time.

Job details and an application form can be found at [www.lympstone.org](http://www.lympstone.org)

The rate of pay is £\*.\*\* per hour.

Please return your completed application form to A J Le Riche, Clerk to the Parish Council, 8 Drakes Gardens, Drakes Avenue, Exmouth, EX8 4AD

## Cliff Field

The Football Club wish to erect a toilet block next to the Scout Hut.

Their plan would be to put a double toilet block 8'-5' against the fence between the concrete & the hut. It would need to be connected to the mains water & sewer & we'd be happy to pay for that to be done (by local village professionals) No electricity needed as we intend to use solar power. It can be painted to match the hut if needed. The Club would be responsible for the up keep & cleaning etc.

The Club and the Scouts would both have a set of key's & the Club would pay for any water that they use.

The Club have had initial discussion with the scouts but more discussion is needed before the project can go ahead.

The National Trust suggest that they would support this proposal in principle as it is a portable unit rather than a permanent structure and we appreciate the need.



**Lympstone Parish Council**  
**Finance reports - 3rd July 2017**

	<b>Payments for approval</b>	
DD	EDF - electricity for lights in Candy's Field	£47.78
2410	Optima Graphics - Herald printing	£315.00
2411	A Western - Handyman works	£200.00
2412	Alison West - Website re-design	£420.38
2413	Cllr Mrs Clark - Hospitality*	£142.30
2414	Mrs C Edworthy - Wages for June 2017	£225.00
2415	A J Le Riche salary & expenses June 2017	£664.63
2416	HMRC Tax / NI May 2017	£161.19
DD	EDF electricity for toilets	£9.00
DD	EDF - Youth Club electricity	£15.00
DD	EDF - Youth Club gas	£17.00
	*another payment is to be added.	
	<b>Total</b>	<b>£2,217.28</b>

**2 Financial Summary**

<b>Current Account</b>		
Opening balance at 1st April 2017		£47,862.70
Receipts		£24,638.60
Total receipts		£72,501.30
Transfer from dep ac		
Total paid in to current ac		£72,501.30
less, Payments		£8,389.69
Net balance		£64,111.61
Unpresented cheques		£10,274.00
Receipts not on statement		£0.00
Balance per bank statement		£74,385.61

<b>Deposit Account</b>		
Balance at 1st April 2016		£161.44
Interest to 1st June 2017		£0.03
Transfer to current ac		£0.00
<b>Total</b>		<b>£161.47</b>

Allocated balances		
Elections		£1,500.00
Reserve for Village hall car park inc 2017-18		£15,000.00
NP Projects up to 2016-17		£6,702.00
Total allocated balances		£23,202.00

<b>Lympstone Parish Council 3rd July 2017</b>				
<b>Budget Monitoring 2017 - 18</b>				
<b>Payments</b>				
<b>Code</b>	<b>Item</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
10	VAT	0.00	330.02	-330.02
100	S137 *	1,000.00	0.00	1,000.00
101	Other Grants	1,600.00	0.00	1,600.00
201	Clerk's Salary	10,000.00	2,220.04	7,779.96
203	Office expenses	1,200.00	192.21	1,007.79
208	Village Hall Hire	400.00	360.00	40.00
209	Miscellaneous	500.00	0.00	500.00
301	Chairman's Allowance	150.00	0.00	150.00
302	Subs	525.00	362.40	162.60
307	Courses, Travel etc	250.00	0.00	250.00
308	Insurance, Audit, Elections	2,000.00	100.00	1,900.00
313	Miscellaneous inc Beacon bonfire	50.00	0.00	50.00
400	Herald Printing	4,000.00	920.00	3,080.00
602	Grass Cut 2*	4,000.00	0.00	4,000.00
605	Other Maintenance	500.00	14.37	485.63
608	General tree work inc Candys Field	300.00	0.00	300.00
612	Bin emptying	225.00	656.84	-431.84
616	Benches etc inc Handyman	3,500.00	200.00	3,300.00
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	134.41	315.59
701	Wages	2,700.00	680.70	2,019.30
702	Consumables, rates, elec	250.00	0.00	250.00
703	Rates, Utilities	500.00	27.61	472.39
706	Repairs including decoration	1,000.00	0.00	1,000.00
800	Burial Ground	0.00	470.00	-470.00
1101	Youth Club Building Maintenance	1,000.00	0.00	1,000.00
1102	Gas Elec	1,000.00	91.44	908.56
1300	Website etc	250.00	0.00	250.00
1400	Adverse weather	200.00	47.15	152.85
1500	Gully cleaning and jetting	2,000.00	0.00	2,000.00
2100	Parishes Together	1,722.00	0.00	1,722.00
2300	NP Projects	3,000.00	0.00	3,000.00
2400	Cont to repairs to VH Car Park	3,000.00	3,000.00	0.00
2500	DCC Funding	0.00	1,350.00	-1,350.00
2600	Ext funded	0.00	0.00	0.00
	Total	48,372.00	8,059.67	40,312.33
	Add VAT		330.02	
	Total		8,389.69	
<b>Receipts - Budget Performance</b>				



		<b>Budget</b>	<b>Actual</b>	<b>Balance</b>
	Precept	46,000.00	23,000.00	-23,000.00
	Council Tax support grant	600.00	300.00	-300.00
	DCC re Candys Field	400.00	400.00	0.00
	Herald Adverts	4,000.00	938.60	-3,061.40
	Burial fees	1,000.00	0.00	-1,000.00
	Lympstone FC re Candy's Field	50.00	0.00	-50.00
	Flower beds	0.00	0.00	0.00
	Western power re Wayleaves	6.38	0.00	-6.38
	Miscellaneous	0.00	0.00	0.00
	Website adverts	0.00	0.00	0.00
	Sub total	52,056.38	24,638.60	-27,417.78
	VAT Refund (part year).	0.00	0.00	0.00
	Parishes Together	1,722.00	0.00	-1,722.00
	External funding	0.00	0.00	0.00
	MoD Community Covenant	0.00	0.00	0.00
	NP Projects	0.00	0.00	0.00
	Sub total	1,722.00	0.00	-1,722.00
	Total	53,778.38	24,638.60	-29,139.78

Lympstone Parish Council

Action List – as at 26<sup>th</sup> June 2017

Minute	Response	Date Actioned
126 Toilets	Quote from Sealey Electrics for automatic lighting and locking in hand. Quote from P Tate being updated.	29/05/17
79 Footpaths	Designation of new footpaths – Evidence forms to be passed to Cllr Dimond. New Review is about to start. Awareness session to be held	
170 Gully emptying	Cllr Mrs Rogers suggests that this needs tree roots to be removed. DCC Highways officer contacted and asked to contact Cllr Mrs Rogers	1/5/17
198 Cemetery	Cllr Atkins has works in progress. Grass cutting contractor has now started work. Handyman also asked to carry out some work to improve the area.	
Pre-school	All enquiries are in hand. Cllr Longhurst is looking at grants for the MUGA SNC (South West) have quoted £1,795 + VAT for moving the basket swing a quote for the MUGA is awaited. Cllr Atkins has approached Wicksteeds for a price for moving the MUGA	
Handyman	Andrew has started work. List of works has been drawn up including works in the cemetery, with any extra works passed to Andrew as they arise,	20/6/17
11 Gulliford cemetery	Woodbury PC support a parishes together application but suggest a meeting of the Gulliford Joint Committee first. Meeting to be arranged	
19 village of the year	Chairman to report	
	Village hall tap – now replaced	
28 meeting with County Councillors	Dates and items requested	26/6/17
32 Street naming	Details sent to EDDC	6/6/17
35 Flood resilience	Grant application for more equipment and set up costs to be submitted	
40 NP project	Mirror to be ordered.	
VAT reclaim	This has now been submitted.	21/6/17