



LYMPSTONE PARISH COUNCIL

Clerk to the Council: A J Le Riche, DMS,
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27th February 2018

To All Members of the Parish Council

You are summoned to attend a meeting of Lymestone Parish Council, to be held **7.30pm**, on **Monday 5th March 2018** 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

	Public Session	7.30
1	Apologies	7.45
2	Minutes – To confirm the minutes of the meeting held on 8 th January 2018 attached	7.46
3	To receive any Declarations of Interest	7.47
4	Sewerage and drainage at Longmeadow Road and Strawberry Hill To give any further discussion following the public meeting on 27 th February 2018	7.48
5	Planning Applications 18/0277/MFUL Construction of 5 storey accommodation block for Royal Marines personnel and kit store and boot wash Royal Marines CTC, Exmouth Road. 18/0365/FUL Removal of existing conservatory and erection of new single storey extension at 2 Paynes Cottages, Longmeadow Road	8.00
6	Planning decisions 17/2957/FUL Alterations and enlargements to bungalow to form two storey dwelling, and construction of detached garage/workshop - 1 Orchard Close : Approval with conditions. 18/0072/GPD Construction of single storey rear extension measuring 4m in depth, with an eaves height of 2.622m and a maximum height of 3.048m - 10 Glebelands - Prior approval not required	8.10

7	County Councillors' reports	8.10
8	District Councillors' reports	8.15
9	Candy's Field 1 Surplus soil 2 Surfacing of MUGA	8.20
10	Gulliford Dissenters Cemetery Progress report and report of Work Party on 24 th February 2018	8.25
11	Lympstone Pre-school - Progress report	8.35
12	Lympstone Youth Club - update	8.45
13	Longmeadow Road To discuss initiating a road widening scheme between Maltfields and the A376	8.50
14	Devon Air Ambulance, To discuss ideas for fundraising and next steps to implementation of the project.	8.55
15	Exmouth Neighbourhood Plan. This is out for local consultation. Details have been circulated. The Council's comments are requested.	9.00
16	Exe Estuary – Codes of Conduct The Exe Estuary Management Partnership are seeking views on updating the Estuary's Code of Conduct including walking, sailing, kayaking and kiteboarding to ensure we all get the most positive experience we can.	9.05
17	Finance 1. Payments 2. Financial summary 3. Budget report	9.10
18	Clerk's Action List – attached	9.15
19	Reports of Lead Councillors. Any reports requiring a decision are attached. Emergency Planning – Estates - Cllr Atkins. Facilities - Cllr Acca Links with CTC-RM – Cllr Mrs Rogers. Lympstone Herald – Cllr Hilton Planning – Cllr Dimond Transport and parking - Cllr Longhurst Village Hall – Cllr Atkins Youth Club – Cllrs Acca & Corcos Website – Cllr Corcos	9.20
20	Matters raised by Councillors	9.25

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON
MONDAY 5TH FEBRUARY 2018 IN THE VILLAGE HALL.**

PRESENT:	Councillors:	P Acca	H Dimond
		D Atkins	R Hilton
		C Carter	R Longhurst
		Mrs J Clark	J Montgomery
		P Corcos	Mrs K Rogers

Also Present: Mr Toby Russell, Devon Air Ambulance, District Councillor Ingham, and 10 members of the Public.

Apologies: Cllr. D Young; County Councillors R Scott and J Trail

PUBLIC SESSION

Mr Stewart informed the meeting of the problems of queueing traffic blocking Longmeadow Road leading to the A376. This had been mentioned before but no action had been taken. It was AGREED that this should be included on the next agenda. He also suggested that the houses in this area should be asked to cut back their hedges as this was also narrowing the visibility for drivers.

Mr Tyrrell reported further on the matter of surface water flowing from the current development off Longmeadow Road. He had spoken to the EA about this and the Planning Enforcement Officer had been involved. It now transpired that SWW were proposing to allow the surface water from the attenuation tanks to be drained into the public sewer which was already overloaded.

Cllr Dimond had spoken to an officer at SWW about this. He said they had looked at all options to drain this site but this was the only possible solution.

It was AGREED that an Officer of SWW should be invited to a future meeting to explain the situation. Cllr Corcos agreed to add this to the remit of the Flood Resilience Group. SWW had been invited to attend but had not yet responded.

171 Minutes

RESOLVED: that the minutes of the meeting held on 8th January 2018 be confirmed as a correct record and signed by the Chairman.

172 Declarations of Interest

Cllr Acca – Grant application for the Scouts

Cllr Atkins – Payment No. 2477

Cllr Carter - 18/0155/FUL Demolition of existing house and construction of a new house with an integral garage at Sunnycote, Greenhill Avenue.

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

173 Devon Air Ambulance – Night landing site

Toby Russell informed the Council that the Devon Air Ambulance was now looking for night landing sites. They had received some Government funding which would meet approximately half of the cost. Each site needed a floodlight and the landowner was being asked to provide this and associated equipment, the electricity supply, the cost of which would be minimal and

routing maintenance of the equipment. He described a proposal to designate Candy's Field as a night landing site and to provide an electricity supply from the Youth club to the flood light. MAT Electrics, Exeter had assessed the average cost of such an installation to be £5,800 of which the DAA would provide £3,000. The Parish Council could arrange its own contractor to do this work but they would prefer MAT to install the switching equipment so that there was a standard operation for all sites. He suggested that the Parishes Together Fund might meet some of the cost and Exmouth Rotary were also interested in giving assistance.

RESOLVED: that the proposal to provide a night landing site for the Devon Air Ambulance be fully supported.

174 Planning Applications

18/0104/FUL Loft conversion with new roof finish, balcony and rear dormer, addition of front entrance lobby/porch and first floor side windows and roof lights at 28 Sowden Lane.

SUPPORT

18/0155/FUL Demolition of existing house and construction of a new house with an integral garage at Sunnycote, Greenhill Avenue. SUPPORT

17/2957/FUL Amended plans Alterations and enlargements to bungalow to form two storey dwelling, and construction of detached garage/workshop at 1 Orchard Close. The Parish Council sees no reason to change its previous comment on this application.

175 County Councillor's report

The County Councillors were not present and no report had been given.

176 District Councillors' reports

Cllr Ingham reported that the owner of the temporary car park had received an invitation to discuss its future with EDDC Officers. In the short term, it was hoped to extend its temporary status.

Mr Stratford asked if the public would be consulted on this. Cllr Longhurst supported this and Cllr Ingham suggested that the Parish Council could arrange this.

177 Chairman's report

The Chairman reported that the Youth Club was going well with numbers for the Juniors being very high.

She had met with Don Mildenhall to discuss a number of matters concerning the Parish Council and the Village Hall.

The Clerk had announced his intention to retire at the end of June. The vacancy will be advertised in a number of places, beginning with the Lympstone Herald.

The Annual Parish Dinner will be held at The Swan Inn. A number of dates were suggested and it was AGREED that the 1st March was most suitable.

178 Lympstone Village Hall

1 The VHMC was proposing a new management structure as a number of Trustees were planning to retire at the end of their term. A letter from Don Mildenhall was circulated.

The Chairman had suggested that as part of modernising the charitable status, the Parish Council should have a formal fall-back role as it did with Lympstone Pre-school.

The Parish Council was invited to nominate a Trustee or Observer to attend VHMC Meetings.

Don explained that income from Village Groups was now only 15% of income with the remainder coming from individual bookings and events.

RESOLVED: that Cllr Atkins continues as Observer for the Parish Council.

2 Proposed bin store – Cllr Acca would be meeting Don to discuss the technical detail of this scheme.

3 Proposed car park re-surfacing. Tenders had been invited from five contractors and four had been received. These had been opened by the Chairman and Vice-chairman and the Chairman of the Village Hall Management Committee earlier in the evening.

The tenders received were as follows: (all prices are +VAT)

Devon Tarmasters SW Limited	£11,417.05
iCivils	£9,575.00
Kennford Tarmac	£8,560.50
Roadform	£10,518.45
SS Surfacing	No Tender received

RESOLVED: that the tender submitted by Kennford Tarmac be accepted and the cost of the work be met in full by the Parish Council.

179 Gulliford Dissenters Cemetery

Cllr Mrs Rogers had been elected Chairman of the Gulliford Joint Committee and gave a verbal report of a meeting held on 25th January 2018 when steps were agreed to assemble information as to the works required and the costs involved.

Mrs Moffatt recalled that her father, as Chairman of the Parish Council said that the cemetery had been bought for £1.00 but had no documentation at home to support this. She also said the St Peter's school were keen to support the cemetery.

There will be a Work Party on 24th February 2018 (or 25th if the weather is bad) to clear vegetation so that Surveyors can see the extent of the repairs needed. Some waste material would be generated and so it was proposed that a chipper be hired as the waste could not be burned due to the thatched cottage next door. Cllr Dimond will be attending to advise on conservation works. It was AGREED to invite Mr Bailey and Mr Tyrrell to join the Work Party. An article would be included in the next Lympstone Herald.

The Exeter Dissenters were willing to advise on funding.

There was a need to consider how better use could be made of the Cemetery to bring in income or justify funding applications.

180 Lympstone Pre-school

There should be a formal handover on 6th February 2018 but there would be some snagging work to do. The water supply had not yet been settled. This had a knock on effect for the water supply to the youth club.

There would be a formal opening event at 5.00 on 29th March 2018. Other public events would also be held.

181 Lympstone Youth Club

Cllr Corcos reported that the Youth Club was still going well. There were usually over 40 children at the Junior sessions.

Some work had been done in the kitchen to improve matters and a hygiene inspection had been carried out and was successful.

In reply to Cllr Dimond, the Youth Leader reported that the Senior sessions had resumed but the trouble-makers had also returned.

182 **Grant application – The Scouts**

The Scouts had submitted a grant application for erecting a fence at the rear of the building to add security for items that were stored there

RESOLVED: that a grant of £500 be made.

183 **EDDC Car Parking review**

The Clerk reported that EDDC were starting a formal consultation on changes to charges for car parks. In particular the £40.00 Lymestone car parking permit was being withdrawn and so residents would have to purchase a standard permit costing £134.00.

RESOLVED: that EDDC be asked to justify the increase in charges.

Cllr Ingham advised that EDDC were doing this to raise income and to standardise operations across the District.

There was a suggestion that the Parish Council should tell EDDC that it is interested in taking over the car park. However, there was a need to assess costs. There was also the possibility of a second car park to consider.

184 **ED Villages Plan.**

Consultation on this had now closed with comments being sent to the Inspector to consider.

Cllr Carter left the meeting at 9.50pm

185 **Finance – Payments**

RESOLVED: that the following payments be approved:

Payments

DD	EDF - electricity for lights in Candy's Field		£46.66
2476	Cllr Corcos - YC purchases		£945.35
2477	Cllr Atkins - YC payment		£50.00
2478	A Dixon - Sand bag fillers		£85.00
2479	Optima Graphics - Herald printing		£388.00
2480	ALRUG - subs replacement for 2444		£5.00
2481	BT Payphones - adoption of box at Trafalgar Road		£1.00
2482	Cllr Mrs Clark - Christmas meeting hospitality		£22.75
2483	Mrs C Edworthy - Wages December		£232.50
2484	A J Le Riche salary & expenses December	£647.38	
	Mileage 2016-17	£235.80	
	Sand for flood resilience	£107.45	£990.63
2485	HMRC Tax & NI December inc LYPS		£201.19
DD	EDF electricity for toilets		£9.00
DD	EDF - Youth Club electricity		£49.00
DD	EDF - Youth Club gas		£34.00
DD	Plusnet - YC Broadband		£11.00
2486	SWW - Toilets		379.59
	Total		<u>£3,450.67</u>

186 Financial summary

The Council received and noted the following financial summary:

Current Account		
Opening balance at 1st April 2017		£47,862.70
Receipts		£58,536.60
Total receipts		£106,399.30
Transfer from dep ac		
Total paid in to current ac		£106,399.30
less, Payments		£41,847.13
Net balance		£64,552.17
Unpresented cheques		£2,099.40
Receipts not on statement		-£608.00
Balance at Bank		£66,043.57
Deposit Account		
Balance at 1st April 2017		£161.44
Interest to 1st December 2017		£0.09
Total		£161.53
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

187 Budget monitoring

The Council received and noted a budget report for January 2018.

188 Clerk's Action List

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

189 Reports of Lead Councillors

Emergency Planning – There would be a steering group meeting on 8th March 2018 involving other Agencies. They would be looking at the proposed hydraulic survey.

Estates – Cllr Atkins reported that the ground was too wet to do much work. Some hedges still needed cutting.

Lympstone Herald – Cllr Hilton reported that he would be on holiday for the first week of April but the Clerk pointed out that this was Easter and so the meeting would be later in the month.

Links with MoD – Cllr Mrs Rogers reported that Carillon was an MoD contractor so this would cause some delay in various matters including the proposed footpath.

The Meeting finished at 9.55 pm

Chairman

Lympstone Parish Council
Finance reports - 5th March 2018

DD	EDF - electricity for lights in Candy's Field		£47.73
2498	RD Beer - Works to Youth Club		£238.00
2499	Harrison Electrical - works to youth club		£135.00
2500	CANCELLED		£0.00
2501	Cheque to A J Le Riche		
	Plumb Center - toilet Supplies	291.47	
	EDDC Planning fee	231.00	
	Fence Stores Ltd - Materials for Scouts fencing	395.89	
	Express Fire - Youth Club	78.00	
	Stamps	6.72	1,003.08
2502	Optima Graphics - Herald printing		£388.00
2503	Lympstone Village Hall - YC Water		£62.30
2504	SWW - toilets		£214.14
2505	Mrs C Edworthy - Wages February 2018		£210.00
2506	A J Le Riche salary & expenses February 2018		£647.38
	HMRC Tax & NI January 2018		£161.19
	EDF electricity for toilets		£9.00
	EDF - Youth Club electricity		£39.00
DD	EDF - Youth Club gas		£25.00
DD	Plusnet - YC Broadband		£11.00
	Total		<u>£3,190.82</u>

2 Financial Summary			
Current Account			
Opening balance at 1st April 2017		£47,862.70	
Receipts		£67,193.00	
Total receipts		£115,055.70	
Transfer from dep ac			
Total paid in to current ac		£115,055.70	
less, Payments		£58,130.23	
Net balance		£56,925.47	
Unpresented cheques		£1,011.00	
Receipts not on statement		£0.00	
	Balance at Bank	£57,936.47	
Deposit Account			
Balance at 1st April 2017		£161.44	
Interest to 1st February 2018		£0.11	
Transfer to current ac		£0.00	
Total		£161.55	
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	

Lympstone Parish Council 5th March 2018

Budget Monitoring 2017 - 18

Payments

Code	Item	Budget	Spent	Balance
10	VAT	0.00	3,512.19	-3,512.19
100	S137 *	1,000.00	561.87	438.13
101	Other Grants	1,600.00	8,244.98	-6,644.98
201	Clerk's Salary	10,000.00	8,162.35	1,837.65
203	Office expenses	1,200.00	1,150.91	49.09
208	Village Hall Hire	400.00	360.00	40.00
209	Miscellaneous	500.00	654.69	-154.69
301	Chairman's Allowance	150.00	18.96	131.04
302	Subs	525.00	367.40	157.60
307	Courses, Travel etc	250.00	50.00	200.00
308	Insurance, Audit, Elections	2,000.00	1,885.93	114.07
313	Miscellaneous inc Beacon bonfire	50.00	48.15	1.85
400	Herald Printing	4,000.00	3,513.00	487.00
602	Grass Cut 2*	4,000.00	4,018.50	-18.50
605	Other Maintenance	500.00	2,282.39	-1,782.39
608	General tree work inc Candys Field	300.00	800.00	-500.00
612	Bin emptying	225.00	656.84	-431.84
616	Benches etc inc Handyman	3,500.00	2,311.19	1,188.81
618	Notice Boards - Maintenance	100.00	0.00	100.00
633	Play Equipment Mtce	1,000.00	3,282.50	-2,282.50
640	Lighting in Candy's field	450.00	495.09	-45.09
701	Wages	2,700.00	2,518.20	181.80
702	Consumables, rates, elec	250.00	96.50	153.50
703	Rates, Utilities	500.00	1,374.53	-874.53
706	Repairs including decoration	1,000.00	1,536.42	-536.42
800	Burial Ground	0.00	490.00	-490.00
1101	Youth Club Building Maintenance	1,000.00	3,147.30	-2,147.30
1102	Gas Elec	1,000.00	1,370.45	-370.45
1300	Website etc	250.00	500.38	-250.38
1400	Adverse weather	200.00	0.00	200.00
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	143.50	2,856.50
2400	Cont to repairs to VH Car Park	3,000.00	0.00	3,000.00
2500	DCC Funding	0.00	2,424.54	-2,424.54
2600	YC Recharge	0.00	2,151.47	-2,151.47
	Total	48,372.00	54,618.04	-6,246.04
	Add VAT		3,512.19	
	Total		58,130.23	

	Receipts - Budget Performance			
		Budget	Actual	Balance
	Precept	46,000.00	46,000.00	0.00
	Council Tax support grant	600.00	600.00	0.00
	DCC re Candys Field	400.00	400.00	0.00
	Herald Adverts	4,000.00	2,194.40	-1,805.60
	Burial fees	1,000.00	463.00	-537.00
	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	7,200.00	7,200.00
	Website adverts	0.00	0.00	0.00
	Sub total	52,056.38	56,857.40	4,801.02
	VAT Refund (part year).	0.00	7,754.60	7,754.60
	Parishes Together	1,722.00	0.00	-1,722.00
	External funding	0.00	2,581.00	2,581.00
	MoD Community Covenant	0.00	0.00	0.00
	NP Projects	0.00	0.00	0.00
	Sub total	1,722.00	10,335.60	8,613.60
	Total	53,778.38	67,193.00	13,414.62

Lympstone Parish Council

Action List – as 25th February 2018

Minute	Response	Date Actioned
101 cemetery waste Bin	Discuss bin bag moving with Andy Western Andy can do this if needed. He will start work this week cutting back old brambles etc from the base of hedges to get ready for the first cut by GCM	25/2/18
137 Pre-school	Goods ordered some delivered, some returned.	ongoing
137 Water supply to the Youth Club	With Andy Love. Should be done by the time of the meeting	
162 Pre-school	Terms of lease circulated – 1 response received. Orchards to be instructed. Application for COU to be made.	
Public session 5/2/18	Officer of SWW invited to attend but declined.	
178 Village Hall	Tenderers informed of decision. Kennford Tarmac have reserved the proposed dates.	
Post of Clerk	Advertised and mentioned in adverts for Woodbury. 3 enquiries and 1 application so far.	

