**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON MONDAY**

**3rd December 2018 IN THE VILLAGE HALL.**

|  |
| --- |
| PRESENT:  |
| **Councillors**  | Mrs J Clark (Chairman), Mrs K Rogers (vice Chairman), P Acca, D Atkins, C Carter, P Corcos and Miss H Dimond  |
| **Clerk**  | Miss L Tyrrell |
| **County Councillors** |  |
| **District Councillors**  | R Longhurst  |
| **Public** | 25 members  |

**Public Session**

The Chairman welcomed and invited all members of the Council and the Public to join in mid-session Christmas drinks and nibbles.

A resident explained that at the start of November he had parked his motorcycle between the wall at the Swan public house and the yellow lines demarking the highway where he received a parking ticket. He had appealed the decision which was refused. Therefore, he wanted clarification of the ownership of the space between the Swan and the highway. Cllr Atkins believed the land was private property. It was suggested to raise the matter with County Cllr Scott who unfortunately was not present. Another resident added that the cycle racks had not been installed there due to it being private land.

RESOLVED that the Clerk to write to DCC and clarify the ownership of the land.

A resident asked the Cllrs about pollution and the sewage outlet now installed into the Wotton brook coming from a cess pit from a new development and why this had been allowed. Cllr Dimond explained the enforcement officer is investigating it. The resident wanted to know why the development hadn’t had a stop notice put on it. He requested that the PC wrote a letter to the primary school warning the families and children who play in the brook as his land adjoined the brook opposite and did not want to be held responsible for any incidents caused. Cllr Dimond thought it may be that the PC should write to EA. The resident replied that the EA does not want to know. Cllr Dimond replied that she would chase up the enforcement officer regarding this issue.

A resident discussed the signage of the shop. He has spoken with the store owner and asked the PC to also write to the shop and support his proposal of changing the shop window display. Cllr Carter interjected and explained that he and many parishioners had spent seven years to secure the shop in the village and did not wish to change the shop frontage as it saved the commercial aspect of the shop. He added that he would not be prepared to stand in the way of the shop being a continued success. The Chairman explained the expense involved in doing such a task and fully supported the shop.

A resident explained how much time had been spent on the exe estuary trail. She had private donors prepared to support the group and project. She had been working with DCC and had attended positive meetings with them. She requested the PC to consider putting aside some funding from the next year’s budget allocations to support the continued development and future of this trail.

Another resident queried the public toilets and the state of them. He explained they were outdated and unclean. The Chairman explained that the public toilets are under review.

RESOLVED that the Clerk to contact EDDC regarding the toilets and our contract with them.

**137 Apologies:**

Cllr R Hilton, Cllr S Turner, Cllr D Young, District Cllr B Ingham and County Cllr Scott.

**138 Minutes**

Cllr Atkins proposed the minutes were accurate. Cllr Rogers seconded. Unanimous.

 The Chairman added that from the minutes she made a point of clarification and elaborated on the item of the Burial Ground Gates. She explained that soon the gates would need replacing and there was a group who were prepared to pay for it. Cllr carter proposed the support of someone to take it on.

 Cllr Atkins explained that he believed the gates were still in good working order. The Chairman replied that if a group were offering to provide a new gate then they should continue with the project.

RESOLVED that the minutes of the meeting held on 5th November 2018 confirmed as a correct record and signed by the Chairman Cllr Clerk.

RESOLVED that the Clerk to remind the Chairman to get back in contact with the group to replace the burial ground gates.

**139 To receive any Declarations of Interest**

The Chairman reminded the meeting that she would not take part in discussion or voting on planning applications.

Cllr Acca declared an interest in cheque no 59.

**140 Flood Risk management**

Cllr Corcos was welcomed back from his charity work. He reminded all members of the Council and public that there would be a community drop in event held on 18th December to learn more about the LFRG and the EA. Cllr Corcos read the November LFRG report. In addition to the report he went on to explain that the EA have notified the LFRG the wall at the car park which will fail in a flood and this essential and urgent work is due to commence in January 2019 and will approximately last until March 2019. Unfortunately, it will also take up approximately 15 car parking spaces in the car park. In Chapel Road the EA will urgently need to improve the access to the screen safely. There must be access as in the event of a flood the screen would need to be properly kept clear – again this work will go on from January 2019 to March 2019. The EA will not restrict the access along the road. They will also put a sump into the pump to automatically clear the water.

RESOLVED that PC will circulate minutes from LFRG to the Clerk.

**141 Casual Vacancy**

There has still not been any interest in this vacancy. The Chairman promoted the vacancy amongst the public present. She explained what a wonderful opportunity it was to be a Lympstone Parish Councillor.

RESOLVED that the clerk add the vacancy again in the report for the Herald.

**142 Village Car Park**

Andrew Ennis (Service Lead for Environmental Health and Car Parks) from EDDC was a guest at the meeting to discuss the village car park. He introduced himself and gave brief synopsis on the village car park: 130 car parking spaces, 100 permits are sold to residents, entirely owned by EDDC. He explained that the PC have informally expressed an interest in the ownership of the car park and was present to answer any further questions of interest. A crib sheet of questions was prepared from the PC and he methodically went through the answers.

Mr Ennis explained that the EDDC do not make much money from the car park. Approx. £12,000 revenue but out of this money required replacement and maintenance (approx.£4,500). The resurfacing of the car park is a major job required roughly every 20yrs at a cost of approximately £40,000 with an ongoing annual budget of £1-2,000 for fixing and repair work. In additional there is an ongoing cost of enforcements and collecting revenue - an officer at £15p/hr=£30p/day.

Cllr Atkins asked if EDDC had considered removing parking charges. Mr Ennis explained that the fee could be removed but then there would be a gap in the services EDDC provided. He also added that there are special offers in the car parks at certain times of the day or year. He also explained that since 2010 car park charges, apart from a couple of exceptions, had not gone up. Cllr Carter asked if Lymstone should have a lower tariff as the village has very little off road car parking, it is a particular situation with a special and individual need. Mr Ennis explained that LPC should have brought this up before the car parking review in the summer. Cllr Dimond responded that LPC did have an input. Mr Ennis was aware how oversubscribed the car park was and implementing the higher tariff may prevent people from using their car when not necessary. The Chairman explained to Mr Ennis that we did try a temporary car park but no one used it. Cllr Dimond added that people had preferred to park on the road that travelled to the top of the hill rather than use the temporary car park at the top. Cllr Atkins believed this debate should be discussed again at a later date due to the urgent parking need. Cllr Dimond asked Mr Ennis about the liabilities of the car park– Mr Ennis explained there was a cost to EDDC to run the pumps located in the car park as all drainage and infrastructure would pass with the ownership of the car park. Cllr Dimond also asked about enforcement powers. Mr Ennis explained that a Parish Council has no power to enforce. But EDDC would be able to act for LPC for a payment to be agreed

A resident had written to LPC with his dismay of the temporary car park not being open anymore. He also felt it cost local businesses money through a lack of customers not being able to park to shop and eat in the village. He wanted to know what could be done to rectify this issue. Another resident replied that he had never seen the temporary car park full. The Chairman explained that there had been three separate people partaking weekly counts on the temporary car park. She also reminded members that the temporary car park was on private land. She suggested if a group of residents wanted to get together and purchase the land then the PC would support. The Chairman also asked the public to support the PC with their own regular and consistent counts of cars parked. Cllr Carter pointed out that the elderly would not be able to walk up and down such a steep hill to the temporary car park. He also added that the yellow lines in the area had also been reviewed. Another resident added that the parking is getting worse and more overnight vehicles are parking. He suggested that maybe resident parking permits could be an option. The PC were asked to consider this as a viable alternative. Cllr Rogers explained it is something that would have to be asked to the residents first as it would come at an additional cost. The Chairman explained that the current Councillor vacancy is the one for transport and parking and welcomed public members to join the PC to help investigate this matter further. Cllr Acca explained that tradesman are able to park on yellow lines whilst they are working with a special permit from DCC for a daily fee. Cllr Longhurst explained that since 2004/05 car parks have been discussed. It needs a total decision from the PC and suggested a separate meeting and debate. A member of the public pointed out that this debate has been going on for thirty years and until land can be purchased it would not be resolved.

RESOLVED that in the New Year that a working group to be setup to overview the parking.

**143 Planning Applications**

**18/2271/LBC -** Remove 9no. steps and replace with 10no. steps to existing staircase; install handrail and raise level of landing at 1 Haynes Cottages. **Support** - This does not affect the historic character of the building.

**18/2489/FUL** - Construction of 2 storey side extension, terrace, installation of rooflights to side elevation and conversion of garage to annexe at Cranham, Burgmann's Hill. **Support -** subject to the occupation of the annexe being linked to that of the house and the annexe not being sold or let separately.

**18/1719/FUL** - Construction of new dwelling and new vehicular access at Ivy Cottage (amended plans).  **Support -** The amended plans address most of the Parish Council’s earlier concerns. However, despite the comments of the Highway Authority the Council is still concerned about the proposed new access for the reasons set out in our previous response. There is still concern about the disposal of surface water by the use of soakaways, as no percolation tests appear to have been undertaken.

**18/2589/MFUL**- Demolition of existing polytunnels/greenhouses and erection of 10 dwellings, public open space and a car park for use by the church at Lympstone Nurseries. **There will a separate Planning Committee Meeting in the Function Room at the Village Hall on Tuesday 11th December at 7.30pm to discuss this application.**

**144 Planning decisions**

November 2018:

**18/2250/FUL -** Extend rear garden terrace at The Zephyrs. **APPROVED**

**18/2273/FUL -** Construction of single storey side extension, first floor extension to the rear and provision of cladding at 14 Highcliffe Close. **APPROVED**

**18/2384/FUL -** Construction of single storey side extension at Orchard Cottage, Longmeadow Road. **APPROVED**

**18/2439/FUL** - Construction of conservatory at 37 Jackson Meadow. **APPROVED**

**18/2426/FUL** - Demolition of existing dwelling and garage and construction of replacement dwelling and associated outbuilding at River Lea, Courtlands Lane. ***Awaiting decision***

RESOLVED that the EDDC decisions were noted.

**145 Development updates**

Land Adj to Heathfield - Cllr Dimond explained that there was an appeal in place from the owner to allow the windows to open. She had also contacted the tree warden at EDDC who stated that there were no TPOs needed on the trees around the development as the owner had explained the trees were not under threat. Cllr Atkins had written his own letter to the Planning Inspectorate regarding the development and had received a reply.

RESOLVED that Clerk to add the Planning Inspectorate reply to website.

The Sandstone Wall, Church Road and the vegetation growth - Cllr Dimond read out a response from Kate Baxter-Hunter, the EDDC Conservation Officer regarding the rebuild of the wall at Southerleigh: *‘I have now visited the site and spoken at length to the owner’s son.  It is agreed by all parties that something needs to be done to improve the overall appearance of the wall and it is acknowledged that there are still areas of pointing to be completed. With regards the alignment of the bricks, it is noted that this is difficult to achieve and this has resulted in the ‘stepped’ appearance to avoid a straight plumb line which when projected up would be up to 300mm away from the existing stone.*

*This has not been an easy project and I am aware that the resulting wall is not satisfactory, but it is a difficult situation for the owners who carried out the works in good faith with their chosen contractor, who was, in hindsight, perhaps not the best option for the work. Unfortunately, as you will appreciate we can only suggest suitable specialists, but are not allowed to recommend or to insist on specific contractors. Following recent discussions with Mr Hennessy’s son, it has been agreed that due to the winter weather, little can be done now until next Spring, and it was agreed to re-visit this next year in 2019 to see how the wall has weathered and what the best options then might be. At this stage, the owners are not keen to render over the bricks, but we will have to address this at that time.  I hope that this is sufficient information for your meeting on Monday and will keep in touch following any development or agreements relating to the wall next year.’*

Cllr Atkins expressed his concerns of the overgrown vegetation behind the wall and felt that this would cause more damage if not cut back and rectified soon. A resident explained that the owners bought the house knowing the wall needed doing. The wall should be replaced and put back to its original state. Cllr Dimond explained that EDDC conservation Officer and planning had already approved the use of brick work.

**146 Chairman’s report**

The Chairman said a huge thank you to Linda Lyon from the Community Hub Group for overseeing and organising a very successful community Armistice Day Remembrance weekend. All the feedback from Parishioners had been positive and welcomed. The Chairman also thanked the Royal Marines for lending their marquees, the history Society for their research and exhibition, the Scouts for serving the food and the PTFA for the cakes, teas and drinks. County Councillor Scott had facilitated a grant, and due to the huge number of volunteer hours, the Chairman estimated the weekend had cost the village some £200-£300 which was a fantastic achievement for an event on this scale.

The Chairman explained why Gulliford Cemetery had been closed and gates locked. This was a safety issue due to part of the cemetery wall that had collapsed. She had previously met with both Clerks of Lympstone and Woodbury Parish Council and Cllr Rogers on site to view and discuss the work required to correct. She explained that we are currently waiting for quotes to sort the stones and rebuild using the same stones. This was an urgent matter that would be dealt with immediately and once all quotes had been received the work could start.

**147** **County Councillors reports**

No County Cllrs were present to report.

**148 District Councillors reports**

Cllr Longhurst had questioned the current money going to Exeter Strategic Plan and was informed that the figure was incorrect. He feared that all the new housing development would be in East Devon. He reported that to accommodate the growth of Cranbrook part of the green wedge around Rockbeare would be lost. The green wedge policy in the EDDC Local Plan has a lot of member support. The message was clear that green wedges are not to be touched.

Cllr Dimond asked if Cllr Longhurst knew of a housing needs survey. He replied that there will only be funding available for three. Cllr Longhurst added that if the Parish keeps getting pressured to provide new houses then he is unsure where they will go and feared that Lympstone would not be a village for much longer.

Cllr Longhurst had also heard from SWW on his Freedom of Information request regarding Lympstone. He explained that this information was available to view for anyone who asked.

**149 Neighbourhood Plan Review**

District Cllr Longhurst reported that they now have a committee formed and they have already met twice. He added that the committee would be overseeing all the review. Cllr Longhurst believed he was able to secure funding for the review and consultancies. He explained that this would be one of the first reviews and could not say whether it will be a complete rewrite with a referendum or tweaked. It would include a series of village meetings. A first village meeting of proposals is set for the end of January 2019 to receive feedback and further information from the public. Cllr Longhurst believed there was no point in sending out vast questionnaires as the cost does not justify the outcome. He believed there was a greater need to hold a public meeting, listen and record residents’ views. In addition, he would like a tailored housing needs survey completed.

RESOLVED that Cllr Longhurst would like to speak at the January meeting and book the main hall around the 21st January possibly 23rd/24th Wednesday at 6.30/7pm.

RESOLVED that clerk to write to Communities together and find out about a housing need survey.

**150 Building Control**

The Chairman reminded all present about the exchanges of letters to building control.

Cllr Atkins believed a further response to Assent building control was needed and an additional letter to SWW. The Chairman asked Cllr Corcos to coordinate the responses.

RESOLVED that Cllr Corcos, Mr Brewer and Cllr Atkins to meet and write to SWW regarding the drains at Longmeadow Road and Strawberry Hill.

**151 Lorry Gritting Route**

County Cllr Scott had asked for confirmation of a new gritting lorry route through the village from the Parish Council. The new agreed proposal was to: enter the village at Nutwell, past the Swan Public House, turn around at Highcliffe, back through the village and exit the village at Longmeadow Road.

The Parish Council had also been asked for any additional requests for grit bins in the village. It was decided that a new grit bin was needed at the junction of Meeting Lane and Glebelands at the bus stop.

RESOLVED that the Clerk to email Cllr Scott the new route and bin request.

**152 Gulliford Cemetery**

The Chairman expressed her concerns for the fallen wall. She reiterated that she had met with both Clerks of Lympstone and Woodbury PC. She reminded the members that a PC has only three statutory requirements and looking after ancient burial grounds was one of them. The Chairman had met with the owner at Boundary Cottage and had agreed access to the wall for remedial works to the wall, but it had to be completed before the Spring. The immediate work would cost in the region of £8-9,000. The Chairman proposed that if an estimate came in at under £10,000 work should proceed immediately. Cllr Atkins proposed to rebuild a new wall as soon as a competitive price had been received. Unan.

RESOLVED that Cllr Atkins to chase up quotes from WPC.

**153 CIL Projects**

The list of priority projects from our current NP was looked at. It was now a dated list and Cllrs needed more time to review and consider future projects for CIL money to be allocated.

RESOLVED that the Clerk to circulate the list of priority to all Cllrs for their thoughts. Add to the January agenda.

**154 Budget 2019-2020**

Cllr Atkins went through the proposed budget and money allocated.

The Chairman highlighted the annual money spent on the toilets and questioned whether they were up to standard. She suggested a £4000 budget allocated for the cycle path and ongoing Exe estuary project. She also suggested that the money left over from the resurfacing of the VH car park be allocated elsewhere to support other current projects.

RESOLVED that Clerk to chase up the contract that we have with EDDC. Find out what is the situation regarding the car park toilets and the need to update the facilities.

RESOLVED that the Clerk tweak the current budget proposed and present to Cllrs at January’s meeting.

**155 Finance**

RESOLVED that the following payments be approved:

**Payments (Nov 2018)**

|  |  |  |
| --- | --- | --- |
| 05/11/18 | PVM Supplies  | £64.01 |
| 05/11/18 | Optima Graphics - Herald Printing | £653.00 |
| 05/11/18 | RJ Acca | £120.00 |
| 05/11/18 | Devon Communities Together - CANCELLED | £0.00 |
| 05/11/18 | Peter Tate Electrical  | £56.52 |
| 05/11/18 | Andy Western | £850.00 |
| 05/11/18 | Kennford Tarmacadam Ltd - Muga Tarmac | £8,666.50 |
| 05/11/18 | DG Atkins - Hedge and grass cutting | £853.32 |
| 05/11/18 | Miss L Tyrrell salary & expenses October 2018 | £1,504.99 |
| 05/11/18 | Mrs D Letcher - Plants  | £10.47 |
| 05/11/18 | Mrs C Edworthy - Wages October 2018 | £242.73 |
| 05/11/18 | HMRC Tax and NI October 2018 | £142.64 |
| 05/11/18 | Woodbury PC - wood salt (paid in error to LPC) | £200.00 |
| 05/11/18 | Woodbury PC - tree stump grinding contribution at Gulliford Cemetery | £288.00 |
| 05/11/18 | DALC - AGM Cllr C Cater and L Tyrrell Clerk Budget training | £55.00 |
| 05/11/18 | RBL - Poppy appeal | £25.00 |
| 05/11/18 | EDF - electricity for lights in toilets REF: 671024465401 | £27.00 |
| 15/11/18 | EDF - Youth Club gas REF: 671079829166 | £68.00 |
| 15/11/18 | EDF - electricity for lights in Candy's Field REF: 9208111111 | £69.68 |
| 15/11/18 | EDF - Youth Club electricity REF: 671079829135 | £32.00 |

**Receipts (Nov 2018)**

|  |  |  |  |
| --- | --- | --- | --- |
| 02/11/2018 | 500393 | Lympstone Herald Advert - Pryke  | 22.50 |
| 02/11/2018 | 500393 | Lympstone Herald Avert - Body | 2.40 |
| 02/11/2018 | 500393 | Lympstone Herald Advert - JKMF Catering (Redwing) | 180.00 |
| 02/11/2018 | 500394 | Burial - Sydenham | 830.00 |
| 02/11/2018 | 500394 | Lympstone Herald Avert - Matthews | 115.00 |
| 02/11/2018 | 500394 | Lympstone Herald Avert - Cummings | 22.50 |
| 02/11/2018 | 500395 | Lympstone Herald Avert - East Devon Firewood | 90.00 |
| 05/11/2018 | FPI | Lympstone Herald Advert - ST Peter | 45.00 |
| 05/11/2018 | FPI | Lympstone Herald Advert - Sarah Geale | 4.80 |
| 07/11/2018 | FPI | Lympstone Herald Advert - Electrical Solutions | 75.00 |
| 07/11/2018 | FPI | Lympstone Herald Advert - Peter Tosh Opticia | 22.50 |
| 12/11/2018 | 500396 | Lympstone Village Hall | 411.00 |
| 12/11/2018 | 500396 | Funeral Partners Ltd - Smith | 276.00 |
| 12/11/2018 | 500396 | Lympstone Herald Advert - Cummings | 45 |
| 12/11/2018 |  | Lympstone Herald Advert - Wilkes  | 27 |
| 12/11/2018 |  | Lympstone Herald Advert - Longhurst | 16.8 |
| 12/11/2018 | DC | DCC - Contribution for Community Hub | 207 |

**Financial summary (Nov 2018):**

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**Budget Monitoring Nov 2018:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Code** | **Item** | **Budget** | **Spent** |
| 10 | VAT | £0.00 | £5,265.56 |
| 100 | S137 \* | £1,000.00 | £590.97 |
| 101 | Other Grants | £1,600.00 | £2,200.00 |
| 201 | Clerk's Salary | £10,000.00 | £7,730.09 |
| 203 | Office expenses | £1,200.00 | £1,960.48 |
| 208 | Village Hall Hire | £400.00 | £0.00 |
| 209 | Miscellaneous | £500.00 | £862.83 |
| 301 | Chairman's Allowance | £150.00 | £0.00 |
| 302 | Subs | £525.00 | £442.74 |
| 307 | Courses, Travel etc | £250.00 | £115.00 |
| 308 | Insurance, Audit, Elections | £2,000.00 | £1,914.38 |
| 313 | Miscellaneous inc Beacon bonfire | £50.00 | £644.60 |
| 400 | Herald Printing | £4,000.00 | £3,059.00 |
| 602 | Grass Cut 2\* | £4,000.00 | £2,161.10 |
| 605 | Other Maintenance | £500.00 | £5,930.00 |
| 608 | General tree work inc Candys Field | £300.00 | £288.00 |
| 612 | Bin emptying | £225.00 | £350.00 |
| 616 | Benches etc inc Handyman | £3,500.00 | £0.00 |
| 618 | Notice Boards - Maintenance | £100.00 | £0.00 |
| 633 | Play Equipment Mtce | £1,000.00 | £7,433.08 |
| 640 | Lighting in Candy's field | £450.00 | £401.66 |
| 701 | Wages | £2,700.00 | £1,908.12 |
| 702 | Consumables, rates, elec | £250.00 | £35.70 |
| 703 | Rates, Utlities | £500.00 | £627.01 |
| 706 | Repairs including decoration | £1,000.00 | £354.00 |
| 800 | Burial Ground | £0.00 | £400.00 |
| 1101 | Youth Club Building Maintenance | £1,000.00 | £1,359.60 |
| 1102 | Gas Elec | £1,000.00 | £1,138.24 |
| 1300 | Website etc | £250.00 | £174.72 |
| 1400 | Adverse weather | £200.00 | £0.00 |
| 1500 | Gully cleaning and jetting | £2,000.00 | £0.00 |
| 2100 | Parishes Together | £1,722.00 | £0.00 |
| 2300 | NP Projects | £3,000.00 | £0.00 |
| 2400 | Cont to repairs to VH Car Park | £3,000.00 | £11,000.50 |
| 2500 | DCC Funding | £0.00 | £0.00 |
| 2600 | YC Recharge | £0.00 | £0.00 |
|  |  |  |  |
|  | Total | £48,372.00 | £53,081.82 |
|  | Add VAT |  | £5,265.56 |
|  | Total |  | £58,347.38 |

**156 Clerk’s Action List**

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

RESOLVED that the Clerk to send out date for Gulliford meet in January on a Tuesday and request WPC to host.

**157 Reports of Lead Councillors**.

Emergency Planning – Cllr Dimond

Estates – Cllr Atkins

The use of a self-closing gate at the lower end of the lane from Trafalgar Road was again raised but, to date, there had been no response from members of the public.

RESOLVED that the Clerk to add this item again to the Herald asking for opinions from the members of the public before a decision made.

Facilities - Cllr Acca

Cllr Acca thanked all the volunteers who supported and helped build a large Beacon on Cliff Field for Armistice Day.

Links with CTC-RM – Cllr Mrs Rogers.

Lympstone Herald – Cllr Hilton

NP Projects Group – Cllr Mrs Clark

The Chairman explained there were many ongoing projects which included: a map under the railway bridge, a new village book and new parishioner gathering.

Planning – Cllr Dimond

Transport and parking – Vacant

Village Hall – Cllr Atkins

Website – Cllr Young

The Chairman thanked Cllr Young for a sterling job at responding to correspondence regarding issues involving the website. A resident questioned where the agenda is on the website. It was explained that it was available but not all devices are compatible with all attachments on the website.

Youth Club – Vacant

The Chairman explained that she has asked the Youth Club leader, Mrs Briggs for an annual update regarding the Youth Club.

**158 Matters raised by Councillors**

# Cllr Rogers reported that the homeless person under the bridge is currently being helped by service families, the Church and St Pedrocs.

Cllr Acca raised the matter of the Handyman and his contract of work. He would like this added to next months agenda.

The Chairman reminded all Cllrs that a meeting was needed to discuss the consultation and review of current working groups. It was agreed that Cllrs could consult by email and arrange a meeting to discuss the working groups.

RESOLVED that the Clerk to add the Handyman’s contract of work to next month’s agenda.

RESOLVED that The Chairman would remind all Cllrs to review the working groups. The Clerk to book the committee room on 21st January 2019 for the review of the working groups.

# Meeting closed at 10.20pm

Chairman: Date: