**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON MONDAY 4th MARCH 2019 IN THE VILLAGE HALL.**

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| --- | --- |
| PRESENT: | |
| **Councillors** | P Acca, D Atkins, Mrs J Clark (Chairman), Mrs K Rogers (Vice Chairman), P Corcos, Miss H Dimond, Mrs C Ducker and K Hill |
| **Clerk** | Miss L Tyrrell |
| **County Councillors** | R Scott |
| **District Councillors** | B Ingham |
| **Public** | 15 members |

Cllr Charlotte Buttle explained to the Clerk she wished to be known as Cllr Charlotte Ducker, her marital name from now. She signed the declarations of office and code of conduct in front of the Clerk as Mrs Charlotte Ducker.

**Public Session**

The Chairman welcomed everyone present and invited the public to speak

Residents asked about the following:

* A resident stated that he had noticed a Community Land Trust (CLT) had been promoted in the Woodbury Parish Council minutes. He read from the minutes ‘…Dst Cllr R Longhurst stated his support for a ‘cheap housing’ initiative to build 10/12 houses in Lympstone and the same number in Woodbury. Identifying the need for housing young Parishioners can afford to rent…’ and went on to read District Cllr Longhurst’s report from the minutes which mentioned ‘…Dst Cllr R Longhurst urged interest in efforts to provide affordable housing in particular starter homes and homes for the elderly. He outlined a potential project for 40 or so homes on the borders of Lympstone. This would involve discussions with EDDC as it would represent a variation outside of the Local Plan…’. The resident had researched that a developer had proposed a similar idea 10yrs ago and had been previously rejected by the PC and community as it was in an environment where he stated there was no infrastructure, it was not suitable for the elderly and is development in the countryside. He believed that Lympstone Councillors had not been informed of this project. He felt strongly that this would be a detrimental cost to the community and wanted the PC to investigate this matter further. He added that he knew that Cllr Longhrst had previously rejected any development and wondered whether this was a code of conduct issue. He apologised for bringing it to the attention of the PC but felt it needed airing.
* Another resident asked if District Cllr Longhurst had made a statement about this as he is the District Cllr for both Parishes.
* The Chair responded to the concerned residents that Lympstone PC did not know about this and felt District Cllr Longhurst needed to answer these questions directly himself. Cllr Atkins suggested it could be discussed under the next NP review item.
* A resident felt the NP review should be looked at and thought through very carefully.

*RESOLVED that a joint public meeting to be held with all Lympstone Parish Councillors and the NP Review group for District Cllr Longhurst to update and report on the progress so far regarding the NP review.*

* Another resident asked about the hedge cutting around the village that had not been done and would now have to wait until November. Cllr Atkins explained that himself and the Clerk would be identifying the overgrown hedges in the Parish and contacting residents to cut their hedges back in readiness for next year.

*RESOLVED that Cllr Atkins and the Clerk to meet and identify overgrown hedges in the Parish.*

**192 Apologies:**

Cllr Carter, Cllr D Young and Cllr Hilton

District Cllr Longhurst and County Cllr Trail

**193 Minutes**

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

*RESOLVED that the minutes of the meeting held on 4th February 2019 be confirmed as a correct record and signed by the Chairman.*

**194 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 Leighton Cottage.

**195 Clerk’s report (see attachments):**

The Clerk thanked all Cllrs for responding to her queries more quickly over the last month. It had made decisions a lot clearer and straightforward.

*DISCUSSION:*

* 1. **Correspondence Received:**

*Wotton Brook* ***-*** *Letters received regarding the concerns over the potential pollution from a sewage outlet into Wotton Brook.*

Cllr Dimond updated all members that EDDC Planning had now received a planning application for the sewage outlet but were still waiting for the applicant to provide a few more details. Steve Sartain, an EDDC Planning Enforcement Officer, the EA and Building Regs have all visited the site and believed it was not a problem to health. Cllr Hill asked if the owners would be prepared to drink the water from the outlet to prove this. Cllr Dimond explained that the water had been tested inside the pipe and it was clean.

*Woodbury Parishioner - A letter received to express concerns regarding the development that seems to be planned in Woodbury Parish but on the border of Lympstone. They also asked about the creation of a CLT. They had been told directly about this from District Cllr Longhurst.*

Cllr Rogers was shocked that someone in this position could talk about this without LPCs permission. Cllr Hill suggested LPC talk to EDDC regarding this and District Cllr Longhurst’s intentions. Cllr Dimond proposed that LPC ask District Cllr Longhurst to explain himself. Cllr Rogers reiterated that this was not a transparent way to act and behave between the two Parishes. Cllr Dimond reminded the PC that WPC have not allocated any development sites. Cllr Clark expressed her concerns that the development was on our boundary. Cllr Rogers added that this land proposed was Grade I Arable Land.

Cllr Clark proposed that the PC write to District Cllr Longhurst urgently and explain himself and add this to the next Agenda. Cllr Dimond explained that someone from Beer was coming to speak about a CLT and what it entailed.

A resident reminded the PC that is was a concern that this information was being promoted at WPC but not known to LPC.

Cllr Rogers added that the government are giving out grants for CLTs and believed the money was due to run out soon. Cllr Ducker explained that you must register as a company or charity then submit a plan. It would not be possible to submit a plan and then surprise it on the PC. She believed it would have to go through many strategic checks first.

Cllr Atkins added that we needed another housing needs survey.

The Chair explained the main concern was the fact that something was being done without the PCs knowledge.

County Cllr Scott interjected and explained to wait for District Cllr Longhurst to return and explain as WPC did not know much about this either.

Cllr Clark proposed that District Cllr Longhurst was invited to the next meeting and explain his actions. Cllr Dimond seconded. Unan..

*RESOLVED that the Clerk contact District Cllr Longhurst and invite him to the next meeting to explain.*

* 1. **DADBRF Landmark trees**

The Clerk read out the information from EDDC where they had asked the local councils to become involved in a rolling programme providing a free landmark tree in our Parish.

The Chair asked the tree warden for his opinion. Mr Tyrrell suggested Candy’s Field to replace the old dead Oak which would be due to be taken away. He also reminded the Council not to plant it until the Autumn.

Cllr Atkins asked if the tree warden could be involved with this scheme and support the PC to make appropriate, informed decisions.

*RESOLVED that the Clerk to work with the tree warden and decide on appropriate places. Review the decision with the PC in the Summer.*

*ACTION:*

* 1. **Grant Application**

A joint grant application had been received from the Pre-school and YC for a sack trolley. Cllr Acca had located online a suitable sack truck/trolley for the pre-school and YC to share the use of it alongside any other person using the buildings. It would remain property of LPC. The Chair proposed to buy the sack truck/trolley. Cllr Atkins seconded. Unan.

*RESOLVED that the Clerk to pay the grant request to Lympstone Pre-School and the Youth Club for the sack truck of £76.95.*

*INFORMATION:*

* 1. **Bank Signatories**

The Clerk explained the importance of new signatories on the bank form due to a possible change of Cllrs. It would need to be an immediate change to keep paying the invoices received after the elections. The Clerk urged those members that are considering remaining to consider being a bank signatory. We must have a minimum of two signatories for cheques at any one time.

*RESOLVED that the Vice Chairman accepted to do this and become an additional signatory.*

* 1. **Nomination forms**

The clerk reminded all members that current Councillors and any members of the public who wish to stand must apply in person to EDDC by the 3rd April. Completed nominations will be accepted and must be hand delivered to the Returning Officer at Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ from Monday 25th March – Wednesday 3rd April between the hours of 10am – 4pm.

* 1. **PURDA**

The Councillors were also reminded of ‘PURDA’, this was the time before an election when all current Councillors were to remain out of the public domain so as not to be having an unfair advantage to remain standing. This period starts on the 26th March and ends on 2nd May.

* 1. **Finance -** Payments / Financial summary / Budget report

Cllr Acca questioned the bill from Gener8 Finance Ltd and asked for a breakdown of the invoice before payment being made. The Clerk agreed that she also felt it was a lot of money that needed itemising.

*RESOLVED that the Clerk to chase up the invoice breakdown from Gener8.*

Cllr Atkins proposed to approve the payments and receipts. He noted the financial summary and budget report. Cllr Rogers seconded. Unan.

*RESOLVED that the following payments be approved:*

**Payments (Feb 2019)**

|  |  |  |  |
| --- | --- | --- | --- |
| 04/02/19 | 80 | Andy Western | £100.00 |
| 04/02/19 | 81 | MAT Electrics - DAAT Land Column Installation | £6,877.31 |
| 04/02/19 | 82 | Topan Fencing (Pre-school fence) | £1,581.30 |
| 04/02/19 | 83 | Optima Graphics - Herald Printing | £364.00 |
| 04/02/19 | 84 | Mrs C Edworthy - Wages January 2019 | £242.73 |
| 04/02/19 | 85 | Miss L Tyrrell salary & expenses January 2019 | £873.30 |
| 04/02/19 | 86 | HMRC - Tax and NI January 2019 | £187.76 |
| 04/02/19 | 87 | VH hire NP village meet 24/1/19 | £80.54 |
| 04/02/19 | 88 | P Corcos - LFRG meet expenses | £25.02 |
| 04/02/19 | 89 | WI refreshments at the NP review meet 24/1/19 | £150.00 |
| 04/02/19 | 90 | P Acca - Chain for lock at Candys field gate | £12.66 |
| 04/02/19 | DD | EDF - electricity for lights in toilets REF: 671024465401 | £27.00 |
| 15/02/19 | DD | EDF - electricity for lights in Candy's Field REF: 9208111111 | £69.68 |
| 15/02/19 | DD | EDF - Youth Club electricity REF: 671079829135 | £32.00 |
| 15/02/19 | DD | EDF - Youth Club gas REF: 671079829166 | £68.00 |

**Receipts (Feb 2019)**

|  |  |  |
| --- | --- | --- |
| 04/02/2019 | Lympstone Herald Avert - Good Game Pubs (Globe) | 90.00 |
| 08/02/2019 | Lympstone Herald Advert - Cummings | 112.50 |
| 13/02/2019 | Lympstone Herald Avert - Cooke | 15.00 |
| 18/02/2019 | Lympstone Pre-School - Fencing | 1,317.75 |
| 25/02/2019 | Lympstone Herald Advert - Goodchilds | 30.00 |

**Financial summary (Feb 2019):**

|  |  |
| --- | --- |
| Balance on 2019 | £50,233.28 |
| Total Paid In | £11,322.57 |
| Total Paid Out | £359.18 |
| Balance on 10 February 2019 | £61,196.67 |

**Budget Monitoring Feb 2019:**

|  |  |  |  |
| --- | --- | --- | --- |
| Code | Item | Budget | Spent |
| 10 | VAT | £0.00 | £7,049.66 |
| 100 | S137 \* | £1,000.00 | £590.97 |
| 101 | Other Grants | £1,600.00 | £7,931.09 |
| 201 | Clerk's Salary | £10,000.00 | £10,559.45 |
| 203 | Office expenses | £1,200.00 | £2,658.53 |
| 208 | Village Hall Hire | £400.00 | £80.54 |
| 209 | Miscellaneous | £500.00 | £862.83 |
| 301 | Chairman's Allowance | £150.00 | £150.00 |
| 302 | Subs | £525.00 | £442.74 |
| 307 | Courses, Travel etc | £250.00 | £140.00 |
| 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 | £4,219.00 |
| 602 | Grass Cut 2\* | £4,000.00 | £2,811.10 |
| 605 | Other Maintenance | £500.00 | £7,406.78 |
| 608 | General tree work inc Candys Field | £300.00 | £288.00 |
| 612 | Bin emptying | £225.00 | £591.67 |
| 616 | Benches etc inc Handyman | £3,500.00 | £150.00 |
| 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 | £598.68 |
| 701 | Wages | £2,700.00 | £2,847.72 |
| 702 | Consumables, rates, elec | £250.00 | £35.70 |
| 703 | Rates, Utlities | £500.00 | £912.26 |
| 706 | Repairs including decoration | £1,000.00 | £354.00 |
| 800 | Burial Ground | £0.00 | £873.00 |
| 1101 | Youth Club Building Maintenance | £1,000.00 | £1,359.60 |
| 1102 | Gas Elec | £1,000.00 | £1,561.80 |
| 1300 | Website etc | £250.00 | £214.72 |
| 1400 | Adverse weather | £200.00 | £350.02 |
| 1500 | Gully cleaning and jetting | £2,000.00 | £0.00 |
| 2100 | Parishes Together | £1,722.00 | £0.00 |
| 2300 | NP Projects | £3,000.00 | £500.50 |
| 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 | £69,483.26 |
|  | Add VAT |  | £7,049.66 |
|  | Total |  | £76,532.92 |
|  |  |  |  |

* 1. **Clerk’s Action List**

*RESOLVED that the Council received and noted the Clerk’s action list.*

*INFORMATION:*

**197** **Reports from the Chairman, East Devon District Councillors and Devon County Councillors** if any.

There were no reports received from District or County Cllrs. District Cllr Ingham explained that Cllr Longhurst would be back tomorrow. County Cllr Scott sent County Cllr Trail’s apologies.

The Chairman explained to all present that this would be her last meeting. She felt that she was leaving the PC in very capable hands for the future. She explained it had been a privilege and a pleasure to work with everyone on the PC. She added that

she would continue to be involved in many village groups and activities and would still attend future meetings from the public gallery. Cllr Dimond proposed a vote of thanks to the Chair. Unan.

The Chair also explained how Cllr Carter was not present due to ill health and how much the PC were thinking of him. All Councillors wished him the very best for a speedy and healthy recovery.

*ACTION:*

1. **Planning Applications**

**19/0286/FUL** - Construction of detached dwelling at Leighton Cottage. **Object**

The proposed dwelling is squashed into a corner of the site and would result in a poor living environment close to a busy road junction.  Vehicles frequently having to queue at the junction to get out on to the A376 and this restricts the flow of vehicles from the A376 into the village.  A new access for additional vehicles to this congested section of Longmeadow Road where the road is particularly narrow, and where there is no means for vehicles to turn on site, is totally unsatisfactory and dangerous.

**19/0353/FUL** - Retrospective planning application for changes to the ridge height of the garage roof from that approved within planning application 17/0765/FUL at Hillside. **Support**

**19/0369/TRE** - T1, Oak: Crown raise to give 3m clearance above ground level. T2, Oak: Crown raise to give 3m clearance above ground level. Reduce both sides of split limb by 5m. T3, Lime: Crown raise to give 3m clearance above ground. T4, Lime: Crown raise to give 3m clearance above ground in Candy’s Field. **Support.** It is late in the season to carry out this work and it is suggested that it is not carried out until November. The tree warden added that the trees should not be pruned until November due to the sap rising and the birds nesting.

*RESOLVED that the Clerk contact the Contractor and ask him to defer the work on the trees until the Autumn.*

*INFORMATION:*

**199 Planning decisions**

*RESOLVED that the EDDC decisions were noted.*

*INFORMATION:*

**200 Exe Estuary Trail**

Due to Mrs Judith carter not being present to report this item was deferred.

*RESOLVED that this item is added to the April agenda.*

**ACTION**

**201 The Workshop, Land Adj Heathfield APPEAL REF: APP/U1105/W/18/3216628**

Due to correspondence received concerning this property regarding the Planning Appeal letter and the sewage outlet into the Brook, Cllr Atkins believed a further letter was needed to be written to both EDDC Planning team and EA. He also wanted to know why this application had not gone to DMC when District Cllr Longhurst had said it would. Cllr Dimond believed that the appeal against the closed windows should not be raised as it was an unrealistic condition but believed that the PC could write an additional letter to the EA concerning the sewage outlet.

The Chair proposed that a letter should be sent to the EA from the PC. Unan

*RESOLVED that Cllr Atkins to draft a letter and the Clerk to circulate amongst Cllrs. Once agreed, Clerk to send to the EA.*

*ACTION:*

***202* Pre-School regarding LLA/LCA Money**

The Chair and Cllr Atkins declared an interest and left the room.

Cllr Rogers asked County Cllr Scott to clarify this situation so far. County Cllr Scott explained that originally County Cllr Hughes had contributed £3000 towards the pre-school building. This money was now due back to DCC. County Cllr Scott had agreed with DCC to waive £1500 but there was still an outstanding payment of £15000. Cllr Rogers explained that the pre-school must be involved and begin fund raising. She believed the PC had paid a lot of money towards the school so far (approx. £20,000). Cllr Acca suggested that this should be deferred until District Cllr Longhurst returns to explain the situation further. Cllr Rogers proposed that the PC could loan the money in the short term.

A resident congratulated the pre school on what it had achieved so far for the young.

Another resident wanted to know where their fund raising was and concerned with how much had been spent already by the PC.

A resident suggested a ‘just giving’ fundraising campaign would be easy to set up for the pre school to raise funds.

County Cllr Scott explained that there is currently no time limit on this money until a DCC invoice is issued. Cllr Rogers proposed this was deferred until next meeting. Unan.

*RESOLVED that this item is added to the April agenda.*

*ACTION:*

***203*** **Housing Needs Survey**

The proposed housing needs survey was viewed by all Cllrs for their approval. Cllr Dimond explained she would like to amend part of the 2nd paragraph of the covering letter. She also felt that the section regarding a CLT was not necessary until an explanation of what it entailed was heard. She proposed these amendments for approval. Unan.

*RESOLVED that the covering letter be amended and the CLT section removed.*

Cllr Dimond queried the survey when seven houses remained on the Strawberry Hill development vacant.

A resident asked where would the new land for houses, if necessary, from the survey be built on? And what is the cost of this survey? What is the point of an NP review when the NP seems to be ignored?

Cllr Dimond explained that the last survey had been in 2011 and explained the survey provided evidence for the NP.

The Chairman wanted it known to consider targeting the people who needed the housing survey and didn’t currently live in the Parish. She believed and was concerned that the outcome from the survey may say that more housing was not necessary.

Cllr Rogers also added that there was the Goodmores Farm development to meet future needs. The Chair explained that she is keeping tabs on the NP in parliament and its influence.

A resident asked who had pushed for the NP review.

Cllr Rogers explained that the PC agreed for a tweak of the review not a compete rewrite. The Chair proposed that the whole council should attend the next NP review meeting. Unan.

*RESOLVED that Cllr Atkins to inform the PC of the next NP review meeting date.*

The Chair also added that an additional public meeting should be held and to invite: an EDDC NP Officer, the NP Review group and full PC. The Chair accepted the need for a housing survey but to hold this one until all parties could meet to agree. She added that a re-evaluation of the NP review and timings was necessary.

*RESOLVED that the Clerk to contact an NP EDDC Officer and discuss availability to meet with the PC.*

*DISCUSSION:*

**204 Grounds Maintenance**

The Chair explained that she had received two lists for the Handyman’s contract from Cllr Atkins and Cllr Acca. She added that it had been difficult to merge the two and wanted some clarification. Cllr Atkins apologised that he and Cllr Acca should have got together before giving the Chair separate lists. He added that he and Cllr Acca would get together and compile one list for the Handyman. The Chair asked that a column was added for the Handyman to record his timings on to ensure his work was being completed, on task and a record was being kept. Cllr Atkins believed this was the best way to secure a known price from the Handyman by asking him to tender rather than him billing the PC on a monthly basis. Cllr Atkins also suggested that Mr Tyrrell could cut the grass in Candy’s Field (omitting the football pitches) and inform the PC of how long it would take, and the cost involved.

*RESOLVED that Cllr Atkins and Cllr Acca would, together, create a contract for the handyman.*

*INFORMATION:*

**205** **Reports of Lead Councillor**

**Facilities and Estates** – Cllr Acca and Cllr Atkins

Cllr Atkins reported that the wall underneath the Rag urgently needs repairing.

*RESOLVED that the Clerk to contact EDDC and report this.*

Cllr Acca reported that he had put up the sign in the burial ground for members of the public to use the burial ground mixed waste bin now located in the bin store in the VH car park.

*(Rotated monthly:)*

**Communications** – Cllr Hilton and Cllr Young *(was Herald/Website)*

**Transport, Parking and Planning** – Cllr Dimond

Cllr Dimond reported that there were a couple of consultations currently in the process regarding CIL money and adverts/advertising.

**Community** – Cllr Atkins, Cllr Clark, Cllr Rogers *(was YC/VH/NP/CTCRM)*

Cllr Clark reported that she had spoken with Linda Lyons regarding a ‘Living in Lympstone’ community event to include stalls promoting all the local groups. They were also working on a new village book and map.

**Environment** – Cllr Corcos *(was Flood/Emergency/Allotments)*

Cllr Corcos explained that the LFRG would report at the next PC meeting.

**Heritage and Structure** – Cllr Rogers and Cllr Clark *(was Gulliford/Exe Estuary)*

Cllr Rogers explained that WPC had agreed to pay for half the cost of the repair to the wall at Gulliford Burial Ground. Cob Solutions had been instructed to repair the wall.

Cllr Rogers and Cllr Atkins had offered to help FOGBG complete their grant application for the repair of the entire wall.

*RESOLVED that LPC clerk to contact WPC clerk for WPCs to assist FOGBG in their grant application.*

*DISCUSSION:*

**206 Matters raised by Councillors**

DGA announced that he would like to host a village fete on Sunday 7th July. There would be various shows from World of Countrylife, Birds of Prey, Devon cream teas and a presentation of a certificate for his 50 years in the PC. He asked the PC and would be asking other local groups for assistance and would soon arrange a meeting with all involved.

Cllr Acca proposed a PC social evening as one was not held at Christmas. Unan.

Meeting closed **9.28pm**

Chairman: Date: