

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM ON
MONDAY 22nd JULY 2019 IN THE VILLAGE HALL.**

PRESENT:	
Councillors	D Atkins, R Eastley, K Hill and K Rogers.
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	None
Public	3 members

The Chairman mentioned to all present that Cllr Young was currently ill and wished him a speedy recovery.

Public Session

The Chairman welcomed everyone present and invited the public to speak as and when necessary.

A Devon Air Ambulance Trust representative, Susan Adcock, was present to receive a cheque from Cllr Atkins for money raised from the Village Fete of £126.15. Susan also mentioned that their stall during the afternoon had raised just under £69.00. She went on to explain the story of DAAT which went back to 1986 from the founder Mrs Ann Thomas. Mrs Thomas sadly lost her son from a bike accident and was informed that if an ambulance got to him quicker, he would have had more chance of survival. Mrs Thomas started to raise funds and after six years of fund raising was able to get the first air ambulance in 1992 which operated five days a week. Today, DAAT had six helicopters and could reach anywhere in Devon within fifteen minutes and within five minutes to Lympstone and Exmouth. The paramedics on board were more specialised than any other, in total, there were twenty-three paramedics, eight pilots and eighteen Doctors. Emergency calls were monitored and could instantly deploy a helicopter if necessary. There were now 115 landing sites in Devon and a further 100 in the process. The helicopters had attended approx. 1000 incidents a year since 2016 including the night flights which operated until 2am from Exeter. Within the next five years DAAT hoped to operate 24hrs a day. All funding came from the public and £7.5million per year was required to keep DAAT operating, no external funding came from the Government. Susan gave a huge thank to all present on behalf of DAAT.

All Cllrs present expressed their sincere gratitude and thanks to DAAT and the amazing work they did.

19/41 Apologies:

Cllr A Connelly-Cole, Cllr C Ducker and Cllr D Young
District Cllr G Jung

19/42 Minutes

Cllr Hill proposed the minutes were accurate. Cllr Eastley seconded. Unanimous.
RESOLVED that the PC minutes of the meetings held on 1st July 2019 be confirmed as a correct record and signed by the Chairman.

19/43 To receive any Declarations of Interest

None

19/44 Planning Applications

19//1454/FUL: Construction of two storey side extension at Meadowbank (Formerly Adams Cottage)

A resident expressed their concerns of names of places being allowed to change and why this was allowed as in this case there was now two houses with the same name in the same road.

Another resident was surprised the post office had not complained about this name change.

The Chairman added that this could be something to include in the NP review.

Cllr Eastley believed people should be encouraged to keep the same names.

A resident asked if you had to provide parking regarding an extension.

The Chairman proposed the following recommendation:

RECOMMENDATION: Object on the concerns of the flooding risk in relation to where this extension would be positioned, the restricted parking, the over development of the cottage and the name change of the cottage. The Parish Council would like these concerns further investigated before a decision is made.

Cllr Eastley seconded. Unan.

RESOLVED that the Clerk submit the recommendation from LPC to EDDC.

19/45 EDDC Planning decisions

Cllr Atkins had noted that the Clerk had not received EDDC notifications for planning decisions. He believed it was important for EDDC to let the Clerk directly know and be able to explain the reasons why a decision had been made.

RESOLVED that the Clerk queried EDDC on updated notifications.

Cllr Atkins also asked why there had only been TPOs on the trees at 15/16 Glebelands and not all the trees behind Glebelands.

RESOLVED that the Clerk to ask EDDC tree warden for an update on all trees at Glebelands.

RESOLVED that the EDDC decisions were noted.

19/46 Permission to use Candy's, Cliff and Avenue field (Appendix 1: minutes from meeting 17th July)

The Chairman explained that rules were needed because of the increasing use of the fields and was a must for all who wanted to use the fields. She reiterated that no one took the fields or any of the PCs sites for granted and ensured permission was always sought from the PC. She added that regarding the Parking on Avenue Field, the National Trust had left it to the PCs discretion to decide how often the field was used for parking. However, the National Trust had said it was to be left as an open space and wanted the field enhanced for wildlife i.e. planting of wildflowers.

Cllr Atkins asked if the field could be provisionally closed on an annual base for hay making. He explained that he did not charge the PC for cutting the long grass as he sold on the hay he had collected from the field. The hay bales would not be left on the field but stored in his barn.

The Chairman asked if the Furry Dance committee were aware of the rules to use the field. Cllr Hill explained that it was on their agenda for their committee meeting that evening to be discussed.

Cllr Eastley proposed that the parking was deferred until a written contract was drawn up regarding the PCs position on their decision making (i.e. weather permitting, number of uses etc).

A resident added that the gate at Avenue Field was not locked so it could be used at any time by any user. If there was a public push for a change in use to the footpath it could be changed. DCC was eager to change footpaths into cycle paths via the bridle path route. If a bridle path was allowed, then it became a cycle path. He also added that all gates into Candy's field used to be locked, now they were not, and again the footpaths could be changed. The resident also queried the vehicle using the access over the Green to his parking space and wanted to know when this permission was granted. He added that the Rag used to have a gate and now it didn't. He suggested that if this was an individual's own land then it would be locked.

The Chairman explained that the missing gates were currently being resolved. Cllr Atkins added that the Candy's field gate was waiting to be hung.

Cllr Atkins went on and referred to the part of his report 'PCs Sites' regarding the Green: **THE GREEN** – *Use by the small vehicle crossing over our land to park on their patch. It is considered that the use constitutes a legal requirement and payment. Wear and tear, damage possibilities?*

The Chairman added that the PC must write to the owner of the vehicle in the house on the Green and get a contract drawn up.

A resident added that the PC should see all its assets as if it belonged to each Councillor personally.

Another resident asked if there was any legal position from the PC where you could close the public access for 24hrs once a year to ensure prevention of any ownership rights gained by a third party.

Another resident asked the PC to consider what would happen if a member of the public was hit by this car on PC land.

The Chairman proposed to contact the PCs legal team. Cllr Atkins seconded. Unan. **RESOLVED** that the Clerk to contact legal team regarding the use of PCs land for: vehicles, cyclists, horses and pedestrians and ownership rights.

Cllr Eastley believed there was a seven-year rule before someone could claim rights. The vehicle use over the Green was believed to have been used for the last five years. Cllr Atkins explained he would deliver his full report regarding the PCs assets at the September meeting.

The Chairman reminded all members that the bollard at the Green should be locked and possibly needed replacing.

Cllr Eastley proposed an inspection of the Green and decide on future action. Cllr Rogers seconded. Unan.

RESOLVED that the Clerk arrange a site meeting on the Green for beginning of next week (29th/30th July).

A resident enquired whether the PC had a plan of all the PCs assets.

19/47 The Public Conveniences (Appendix 2: minutes from meeting 26th June)

The Chairman reported on the poor state of the toilets and proposed a deep steam clean immediately. She suggested that the toilets were updated one part at a time: repaint, include cut off taps, remove a sink to include a baby change unit, investigate funding for an upgrade to include metal wash units and metal toilets. The Chairman believe that the PC should ask DCC and Sustran for support due to the increased users from the cycle way. She also added that the future cleaning and contract would need to be investigated and updated. The Chairman also suggested the future considerations of individual unisex toilet block.

The Chairman proposed an immediate deep clean. Cllr Atkins seconded. Unan.

RESOLVED that the Clerk find quotes for a deep clean.

Cllr Atkins explained he would let the Clerk have contact details of companies who undertook deep cleans.

The Clerk suggested that perhaps a short online survey could be set up for a quick public consultation response on the value of the toilets to Parishioners.

19/48 LFC use of Candy's and Cliff Field (Appendix 3: minutes from meeting 11th July)

Cllr Hill would update the previous LFC contract and circulate to all Cllrs for approval. It would include the amendment of times and days and insurance details.

RESOLVED that once agreed the Clerk to send amended contract to LFC to sign.

RESOLVED that the Clerk to clarify with LFC the advertised 'Tuesday' in Candy's field on LFCs website. Also clarify when Candy's Field was agreed to be used on Wednesday and Thursdays.

The Chairman expressed her concerns of Candy's Field being overused when it was originally agreed with LFC to be used on Saturday mornings only and Wednesdays during the summer holidays.

A member of the public enquired how much the FC paid for using the fields. Cllr Atkins explained that Candy's Field was agreed for with LFC for Saturday mornings only and the field was used in exchange for LFC to cut the grass and maintain the pitches.

19/49 Toddler Play Area and Activity Trail (*Appendix 4: minutes from meeting 22nd July*)

The Chairman reported that the meeting with the EDDC Officers had been a successful one. The PC had £12,453 to spend on the Toddler Play Area and Activity Trail and as the areas were in a state of disrepair, it would cost in the region of £50-60,000 to upgrade and replace all equipment, flooring and fencing. The first thing that had to be completed was a public consultation with the children of the Primary School, Pre School and Youth Club.

RESOLVED that the Clerk to contact EDDC Officer, Jamie Buckley, to arrange an initial public consultation with the Primary School.

RESOLVED that the Clerk contact Mr Acca to quote for a new base inside the train engine and replace the missing wooden panel at the top of the slide.

The Chairman would like to see new equipment that was more interactive than what was currently provided, and a cost would have to be kept in mind to aim for. The areas could be completed in sections.

Cllr Hill explained that a detailed plan was required so future sponsors and fundraising contacts would be clear on what was proposed and what was being donated to.

The Chairman would discuss with DCC white lining or something similar to mark some lines on the Muga for children to play on. The Chairman also explained that there was a free crowdfunding course on Thursday 25th July for one person to attend.

RESOLVED that the Clerk email out all Cllrs this course info.

RESOLVED that the Clerk contact Jamie Buckley, EDDC Officer for the information regarding crowdfunding.

19/50 Matters raised by Councillors

Cllr Atkins announced that the Parish Council Christmas dinner was booked at the Redwing for Friday 15th November 2019.

The Chairman reported that more money was needed for the repair of the fallen wall at Gulliford Burial Ground and proposed a site meeting there with both LPC and WPC. Cllr Atkins added that he was not happy with the current workmanship.

The Chairman explained to Cllr Atkins that he must inform the Clerk to WPC of his concerns as the WPC Clerk was the lead contact with the contractor. She also added how concerned she was with the tombstones currently left outside the wall and how they must be put back. It was agreed to pay the additional money pending a site visit with both councils present. She explained that FOGBG had pushed for additional funding and had received two small grants for a new sign board. She added that Jane Moffat had done an amazing job tapping into sources of funding and completing the relevant paperwork.

Cllr Hill explained that the Getting Around Group would be doing a traffic survey tomorrow (23rd July) and on Saturday (27th July) at four sites: Meeting Lane, Longmeadow Road (Saddler Arms end), Nutwell Lane and Sowden End. ALRUG were also involved and were waiting for EET to respond. They would also be counting the cyclists coming on and off the cycle path. The volunteers would also be surveying the car park. Cllr Hill explained he would be providing all volunteers with a bottle of wine for their time. The Chairman thanked Cllr Hill for his generosity.

Meeting closed **9.15pm**

Chairman:

Date:

Appendices

Appendix 1:

Meeting to discuss new Rules and Regulations on 17th July 2019 at 1pm.

Present	Cllr Atkins, Cllr Eastley, Cllr Hill and Cllr Rogers
Clerk	L Tyrrell
Apologies	Cllr Connelly-Cole, Cllr Ducker and Cllr Young

An email to send to future event organisers:

PCs permission must be sought for the use of any of the LPCs sites. Requests must be in writing. Please read the attached document which outlines the LPCs guidelines for use.

Further support, guidelines and a checklist of what to consider when planning your event can be found at:

<https://www.gov.uk/government/publications/can-do-guide-for-organisers-of-voluntary-events/the-can-do-guide-to-organising-and-running-voluntary-and-community-events>

Please also complete the attached risk assessment for your activity and return to the Clerk of Lymington Parish Council.

RULES AND REGULATIONS

RISK EXAMPLE PROFORMA

Meeting closed at **2.50pm**

Appendix 2:

MEETING AT LYMPSTONE PUBLIC CONVENIENCES 26TH JUNE 2019 AT 3.30PM.

Present:	
Councillor	D Atkins, A Connelly-Cole, K Hill and K Rogers
Clerk	L Tyrrell
EDDC	Mr Adrian Priest, Estates Surveyor
Apologies:	
Councillor	R Eastley and C Ducker

1. Lease

- *Why has a lease that ended in 2016 rolled over when that isn't explicit in the lease itself?*
- *If we do continue the lease, we need to negotiate that wording to make it easier for us to manage the site more effectively.*
- Mr Adrian Priest explained the lease is a landlord/tenant protected lease. Unless a Section 26 is announced then the lease continues. It is a statutory lease.
- *RESOLVED that Mr Adrian Priest would update and issue a new lease for LPC.*

2. Refurbishment - Interior/Exterior

- *Do items have to be replaced for like for like or can the PC upgrade the internal facilities of the toilets?*
- Mr Adrian Priest agreed that the toilets did need updating internally and refurbishing. He explained that the minimum requirement for updating the toilets is on a like for like basis but could also upgrade the facilities. Apply for landlords' consent and check with planning.
- The exterior is the also the responsibility of LPC and should also be like for like. Any change of colour would need landlords' consent.
- ACTION that LPC would discuss upgrading: units, toilets, internal doors and baby changing unit.

3. Cleaning

- *What would EDDC charge for Opening/Closing/Cleaning as supplied which the Pc provides at this time.*
- ACTION that LPC would discuss a company to quote for a deep clean of toilets.

- *RESOLVED that Mr Adrian Priest would speak to Nick Christo, Street Scene Area Manager West direct about contacting LPC.*
- *RESOLVED that the Clerk would also, again, email Nick Christo, Street Scene Area Manager West re EDDC cleaning contracts - nchristo@eastdevon.gov.uk*
- 4. Door timings**
 - ACTION that LPC would discuss the set programmed opening/closing times and could change them if they so wish.
 - *RESOLVED that Clerk to announce new door times to Herald and website.*
- 5. Alarm**
 - No alarm is installed in the toilets.
- 6. Grit boxes**
 - ACTION that LPC will discuss moving the grit boxes.
 - *RESOLVED that the Clerk will check these are looked after by LFRG.*
- 7. Water butt**
 - *RESOLVED that the Clerk locate and fit a lid to the water butt outside the toilets.*
- 8. Additional parking**
 - ACTION that LPC would discuss the space used by SWW and whether it is appropriate to install some bike racks or motorbike parking bays.
- 9. Flower beds**
 - ACTION that LPC would discuss whether all flower beds would remain.
- 10. Grant**
 - *Should DCC contribute because of the increased use by Exe Estuary Trail users?*
 - *RESOLVED that LPC would speak to DCC Cllrs regarding a grant towards a contribution of running costs due to the additional exe estuary trail users.*
- 11. Car park**
 - *RESOLVED that Mr Adrian Priest would report to EDDC the loose grills outside of toilets to repair.*
 - *RESOLVED that Mr Adrian Priest would report to EDDC the spraying of weeds in the car park.*
- 12. External damage**
 - ACTION that LPC would discuss getting quotes for the replacement of a new barge board and drainpipes (UPVC)
 - ACTION that LPC to discuss the repair of the stonework on the corner of the large flower bed in front of the toilets.
- 13. Signage**
 - *RESOLVED that the Clerk buy and fit a new disabled sign for the disabled toilet door.*
- 14. Future proposals**
 - *RESOLVED that LPC would contact Mr Adrian Priest with their future proposals regarding the upgrading of the toilets and their facilities. Mr Adrian Priest would guide LPC and update the lease.*

Meeting closed at **4.30pm**

Appendix 3:

Meeting with LFC and LPC at Candy's Field on 11th July 2019 at 5pm.

Present	Cllr Atkins, Cllr Eastley, Cllr Rogers, Cllr Young and George Webster (LFC),
Clerk	L Tyrrell (LPC)
Apologies	Cllr Connelly-Cole, Cllr Ducker and Cllr Hill

Mr Webster explained that the FC did have a ride on lawn mower, but it was only him that currently cut the grass. In both Candy's and Cliff field, he cut the pitches plus an additional meter around the pitches where spectators would stand. He added that presently the FC have no Youth Committee. As soon as the youth committee was reformed, he would put the onus on the coaches to cut the grass. Mr Webster

explained that the grass was cut more frequent during the FC season and once a month during the rest of the year. (Football season is Nov-May)

RESOLVED that Mr Webster would cut the grass in Candy's field to the closest edge of the cycle humps and square off in line with the pitches and to the North hedge.

Cllr Atkins enquired if the players were from Lymptone which Mr Webster assured the PC that they were but many of his youth team had moved to Exmouth FC.

Cllr Atkins asked if the goal posts in Cliff Field could be moved away from the hedge and placed on the Cliff side under the trees where the grass did not grow.

RESOLVED that Mr Webster would move one set of goal posts to the other side of the field and return the other set of the goal posts to St. Peters school.

Car Parking – The National Trust had stated to the Clerk that there was not to be regular parking in either Cliff or Avenue Field.

RESOLVED that the Clerk got, in writing, NT rules on parking in Avenue and Cliff Field regarding every day/weekly/monthly/annual community events.

Mr Webster explained that the field pitches got played on throughout the season (August-May) but the FC did not train on them during the winter (October-April).

RESOLVED that Mr Webster would let the Clerk know play details and timetables of the youth teams; on which fields and when.

RESOLVED that Mr Webster would let the Clerk know the contact details of the new youth committee.

RESOLVED that the Clerk would add a termination clause to the new contract between LPC and LFC for either party to use if necessary.

Meeting closed at 4.45pm.

Appendix 4

Meeting with EDDC Officers at Candy's Field on 22nd July 2019 at 1.30pm.

Present	Cllr Atkins, Cllr Hill, Cllr Rogers, Sulina Tallack and Jamie Buckley (EDDC)
Clerk	L Tyrrell (LPC)
Apologies	Cllr Connelly-Cole, Cllr Ducker, Cllr Eastley and Cllr Young

S106 Funding

The latest information in terms of S106 for the Parish is as follows;

Play Capital	£1,640.50
Sport Capital	£1,726.61
Generic Open Space	£7,263.84 (Generic open space monies must be spent on any/all of the following: allotments, amenity open space, sport, formal park provision, children's play or youth play)

Sub Total = £10,630.95

CIL Money	£1,825.90
Total =	£12,453.85

Cllr Rogers asked on how the money awarded by the different bodies could be spent.

Sulina explained that the fencing alone would take all the current money. She added that the play money was for the Parish to spend. The CIL money was for the PC to decide for their capital projects. The play money couldn't be spent with community consultation unless it was used immediately for a safety issue. The play money was not to be used for general maintenance but could be used for new equipment, play area fencing and / or surfacing. The sport money could not go towards the play area but could potentially be used on fencing the activity trail. Jamie added that like for like replacement if any of the play equipment was unsafe could be agreed.

Sulina explained that anything different to replacing unsafe equipment or fencing / surfacing with the play monies must involve the children from the Parish. The children of the Primary School, Pre School

and Youth Club should be consulted. Crowd funding was a possibility and EDDC could potentially match fund up to £10,000 through Crowdfund East Devon. Must include community ideas for any future project. CTCRM could also be involved with ideas and fundraising. The Lions and Rotary Club could be supportive as could other trust funds. Must get the children involved and design from scratch. Cllr Hill agreed it was the best idea to consult the children first for ideas. Jamie explained that she would help with the project.

Sulina added that the play area was a big space where multi use equipment could fit in quite easily. She explained that wooden equipment would cost in the region of £25-30,000. Steel equipment would be an additional £10-15,000. A good time to get the project started would be in the Autumn, September/October time for initial consultation with the children then go out to tender. A realistic target could be £40-60,000 which could potentially include all equipment for both areas, new play area flooring and fencing. Jamie would be the PCs main contact for the play area consultation. Cllr Rogers believed that the PC should aim for £50-60,000. Sulina also proposed that the project could be completed one section at a time depending on funding. Cllr Rogers asked Cllr Atkins to investigate WPCs funding from land fill sites.

Jamie explained that she was holding a free crowd funding course at 4.30pm on Thursday at Blackdown house if someone from LPC wished to attend.

Sulina explained that it was important to ask the children where they liked to go and play and see what equipment was on offer in those parks. Jamie explained that Knowle Village Hall Committee would be a good contact to make as they had just completed their project and upgraded their play area for points, contacts and suggested fundraising. The lottery grant 'Awards for All' would be interested in this kind of project if the PC could present it well and include the unique points of Lymptone i.e. CTCRM, estuary etc. Sulina also added that a theme could be chosen to integrate into the project with carefully chosen materials i.e. military (due to the links with CTCRM). Perhaps ask the other organisations in the Parish to contribute i.e. LFC.

Cllr Rogers explained that the field was owned by the PC, so no other permission was needed for this project.

RESOLVED that an email would be sent to the Headteacher of the Primary school regarding a consultation with the children.

RESOLVED that once ideas were collated a project board could begin with ideas and actual costings of different equipment.

RESOLVED that the children would have the ownership of the project.

ACTION: The parish council would also need to discuss and resolve:

- Whether to spend the Open Spaces monies on the play area improvements, as they could be spent on: allotments, amenity open space, sport, formal park provision, children's play or youth play
- Whether to spend the CIL monies on the play area improvements, as they could be spent on any of the parish council's capital projects that can demonstrate a benefit to the new residents of the parish.

Meeting closed at **2.30pm**