



# LYMPSTONE PARISH COUNCIL

Clerk to the Council: Miss L Tyrrell  
c/o Minnows,  
Longmeadow Road,  
Lympstone, Devon EX8 5LF  
Tel: 07890717081

Chairman: Cllr Kathy Rogers  
Tel 01395 263534

Email: [lympstonepc@gmail.com](mailto:lympstonepc@gmail.com)  
[www.lympstone.org](http://www.lympstone.org)

1<sup>st</sup> May 2021

To All Members of the Parish Council

You are summoned to attend a meeting of Lympstone Parish Council, to be held **7.30pm on Friday 7<sup>th</sup> May 2021 in the Main Hall at the Village Hall.** The business to be transacted is set out below.

Members of the Public are cordially invited to attend. There will be a strict Covid19 safe seating plan. Face masks or shields must be worn. Hand sanitiser and a track and trace system will operate on entry. It will be a paperless meeting. It will also be a hybrid meeting of both physical and virtual attendance (with limited numbers). Please apply to the Clerk for a zoom link if you wish to attend virtually.

The agenda and all attachments can be found online at [www.lympstone.org](http://www.lympstone.org).

Miss L Tyrrell  
Clerk to the Parish Council

## AGENDA

1	<b>ACTION: Election of Chairman for 2021/2022</b>	<b>7.30</b>
2	<b>ACTION: Election of Vice Chairman for 2021/2022</b>	<b>7.35</b>
	<b>Public session</b>	<b>7.40</b>
3	<b>INFORMATION: Apologies</b>	<b>7.55</b>
4	<b>ACTION: Minutes</b> To confirm the minutes of the PC meeting held on the 1 <sup>st</sup> March 2021, the PC planning meeting held on 15 <sup>th</sup> March 2021 and the PC meeting held on the 12 <sup>th</sup> April 2021 attached.	<b>8.00</b>
5	<b>INFORMATION: To receive any Declarations of Interest</b>	<b>8.05</b>
6	<b>ACTION: Casual Vacancy and Co-option of Parish Councillors.</b> There are five Councillor vacancies on the Parish Council. The casual vacancies have been advertised in the usual way and there has been no request for an election. It is now open for the Council to co-opt. The Clerk has received six interests and they have been invited to speak.	<b>8.10</b>
7	<b>ACTION: 2021/2022 Meeting Dates</b> – Provisionally approve PC meetings dates for 2021/2022 Covid19 pending.	<b>8.20</b>
8	<b>Clerk's Report (see attachments):</b> <b>INFORMATION:</b> i) <b>Internal Auditor Appointment</b> – P. Clapham	<b>8.25</b>

	<p>ii) <b>Play Area Zoom meeting</b> with EDDC Officer Jamie Buckley and volunteers.</p> <p>iii) <b>Finance</b> - Payments / Financial summary / Budget report</p> <p>iv) <b>Clerk's Action List</b> (both March and April)</p>	
9	<b>ACTION: Clerk pay and scale.</b> To review the Clerk's pay scale for 2021-22	<b>8.30</b>
10	<b>ACTION: Play Area Inspection March 2021.</b> ROSPA External inspector's report. Update – meeting on site with Cllrs and volunteers 29/4/21 immediate safety actions agreed.	<b>8.35</b>
11	<b>INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors</b> if any.	<b>8.40</b>
12	<p><b>INFORMATION: Planning applications</b></p> <p><b>21/0856/FUL</b> - Change of use to a glamping site comprising 2 no glamping pods and a facilities and toilet building (retrospective application) at Pine Hollow.</p> <p><b>21/0951/FUL</b> - Proposed weather boarding to dormer window, and construction of raised patio at 4 Grange Close.</p> <p><b>21/0938/FUL</b> - Change of use from store/garage to holiday let including raising roof and general alterations at Green Barton House.</p> <p><b>21/0939/LBC</b> - Change of use from store/garage to holiday let including raising roof and general alterations at Green Barton House.</p> <p><b>21/0917/FUL</b> - Construction of single storey extension and detached garage at Long Park.</p> <p><b>21/1051/FUL</b> - Single storey rear extension, involving demolition of existing conservatory at Ferndale.</p> <p><b>21/1052/LBC</b> - Single storey rear extension, involving demolition of existing conservatory at Ferndale.</p> <p><b>21/0751/FUL</b> - Siting of six shepherds huts with external decking, 3 boiler houses/log stores, one with decking area, and associated infrastructure (retrospective application) at Lypstone Manor Hotel.</p> <p><b>21/0894/VAR</b> - Variation of Condition 2 [plans condition] of application 20/0695/FUL [Construction of single storey rear and side extensions including roof terrace (revision to 19/2682/FUL)] to allow a side balcony above the extended garage; variation of Condition 3 of application 20/0695/FUL removed to allow west side of rear terrace screen to be at height of 1.1m at 42 Jackson Meadow.</p> <p><b>21/0626/FUL</b> - Construction of replacement rear extension (revised scheme to approved applications 18/1211/FUL and 19/0435/FUL) to allow raise in height of extension in lieu of drainage works; erection of boundary fence to roadside elevation at 1 Lower Harefield Lodge.</p> <p><b>21/1075/VAR</b> - Variation of conditions 2 and 10 of planning permission 19/1801/FUL (Demolition of Highcliffe Bungalow and Highcliffe Mews, and construction of one replacement dwelling) to allow alterations to correct boundary position, amended fenestration arrangements, repositioning of balcony, alterations to the front boundary wall and widening of entrance at Highcliffe Bungalow.</p>	<b>8.45</b>
13	<b>INFORMATION: Planning decisions</b>	<b>9.00</b>
14	<p><b>ACTION: Lead Councillor – elect Councillors to working groups:</b></p> <p><b>INFORMATION: Reports of Lead Councillor</b></p> <p>Any reports requiring a decision are attached.</p> <p><b>Facilities and Estates</b> – Cllr Atkins – See attached highlighted items.</p> <p><i>Rotated monthly:</i></p> <p><b>Communications</b> – Vacant (<i>was Herald/Website</i>)</p> <p><b>Transport, Parking and Planning</b> – Cllr Hill</p> <p><b>Community</b> – Cllr Atkins, Cllr Rogers and Cllr Hill (<i>was YC/VH/NP/CTCRM</i>)</p> <p><b>Environment</b> - Vacant (<i>was Flood/Emergency/Allotments</i>)</p> <p><b>Heritage and Structure</b> – Cllr Rogers (<i>was Gulliford/Exe Estuary</i>)</p> <p><b>Finance, Grants, Funding and Compliance</b> – All Cllrs</p>	<b>9.05</b>
15	<b>DISCUSSION: Matters raised by Councillors</b>	<b>9.15</b>

**MINUTES OF A VIRTUAL ZOOM MEETING OF LYMPSTONE PARISH COUNCIL**  
**HELD AT 7.30PM ON MONDAY 1<sup>ST</sup> MARCH 2021.**

PRESENT:	
<b>Councillors</b>	D Atkins, D Beatty, R Eastley, K Hill, K Rogers and D Young.
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	J Trail and R Scott
<b>District Councillors</b>	B Ingham and G Jung
<b>Public</b>	9 members

The Chairman welcomed and thanked everyone for attending LPCs first virtual meeting after an exceptional and difficult year. The Chair then outlined the rules for the virtual meeting:

It would be automatically recorded.

The meeting would be locked.

All microphones to be kept on mute until asked to unmute and speak as appropriate.

Raise your hand either physically or virtually to speak and you would be asked.

Members of the public would have a maximum of three minutes to speak.

She added that it was lovely to see everyone again to interact and discuss issues raised. The next virtual PC meeting would be held on the 12<sup>th</sup> April (due to Easter Monday) at 7.30pm. Anyone could attend a meeting by writing to or emailing the Clerk with an email address and invited to the meeting.

#### **Public session**

A member of the public queried the proposed landscaping of the new Green area opposite the Church as it appeared to have lost many trees on the new drawings. Mr White from RBL Homes explained that they had wanted to keep the space 'open' but were happy to work with the PC, the public and EDDC with ideas for the area. RBL wanted to keep the area open within the spirit of what the architect and the conservation officer had wanted when putting the scheme together. This was the only scheme that had been submitted. The original site plan did not entail any of the detailed landscaping. The Chair added that, if agreed, more trees could be planted at a future date. The previous owner of the site explained that they had always envisaged and intended to keep an open vista in front of the Church. She added that trees would change the view and the PC would have more maintenance and cost. She added that a variety of smaller trees would provide the appropriate screening and keep the beautiful view from the Church steps to the bottom meadow. The member of the public replied and shared his concerns that any landscaping changes had not gone to public consultation. Mr White added that only now had RBL been asked to provide a soft landscaping scheme. Cllr Jung added that EDDC are yet to approve the landscaping scheme and ultimately it would be between the PC and the developer to agree on the suitable landscaping. He added that he felt this was the planting scheme being discussed not the landscaping.

Another member of the public asked about the proposed development variations to some of the new buildings and felt disappointed that the PC had supported this. He explained, in detail, the percentage increased size of some of the properties and wanted to know if the PC still felt these were minor changes. Cllr Young explained that he had looked in detail at the variations and the increased footprint but still fully supported the proposals. Mr White added that he understood how sensitive the issues were around the site and converted the percentages into actual meterage for all present to fully understand what the increases meant. He also explained the impact of this increased footprint would not be visible unless you were in the said properties garden. Therefore, the impact on the environment and outside space would be minimal. Cllr Jung explained that the extensions to these properties would be included within permitted development. The member of the public wanted it noted that you would see the increase in size of the three properties from the top of Church Path.

#### **21/09 Apologies**

None

#### **21/10 Minutes**

Cllr Atkins proposed the minutes were accurate. Cllr Young seconded. Unan.

*RESOLVED that the PC minutes of the meetings held on 12<sup>th</sup> February 2021 be confirmed as a correct record and signed by the Chairman.*

#### **21/11 To receive any Declarations of Interest**

Cllr Atkins declared a personal interest with 21/0395/TRE.

Cllr Beatty declared a personal interest with 21/0260/VAR.

## 21/12 Clerk's Report

### 21/12.1 Finance - Payments / Financial summary / Budget report

The Clerk presented the PC finances for February 2021. She also highlighted the additional funding received to the Parish through grants for the community during the Covid19 pandemic and thanked DCC Cllrs and EDDC Cllrs for all their support with this.

Cllr Atkins proposed and approved the finances for February 2021 was a true and accurate account. Cllr Rogers seconded. Unan.

*RESOLVED that the following finances were approved.*

#### Payments Feb 2021:

01/02/21	DD	PNET3453454-1 REFERENCE: PNET3453454-1	£41.59
04/02/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£26.00
12/02/21	2802	Whimble Joinery - H. Trimblett (50% deposit for info boards at GBG)	£595.00
15/02/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£64.00
15/02/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£54.00
15/02/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£69.68
26/02/21	2803	SWW - (01/12/20 - 09/02/21)	£117.98
26/02/21	2804	Optima Graphics Topsham Ltd (Herald printing Mar Ed 21)	£230.00
26/02/21	2805	CW Rowsell (Exmouth drain clearance - Unblocking drains)	£95.00
26/02/21	2806	Miss L Tyrrell - wages Feb 21	£875.07
26/02/21	2807	Miss L Tyrrell - expenses Feb 21	£221.57
26/02/21	2808	HMRC - NI Feb 21	£11.33

#### Receipts Feb 2021:

03/02/2021	DR	DCC - LPS use of Candy's Field	400.00
03/02/2021	FPI	Herald Advert - Peter Tosh Optica	25.00
05/02/2021	FPI	Herald Advert - J P MOFFATT	45.00
06/02/2021	FPI	Herald Advert - McKenzie Gail	5.00
16/02/2021	FPI	Herald Advert - Wilkinson Grant	500.00
16/02/2021	FPI	Herald Advert - McKenzie Gail	5.00
18/02/2021	DR	DCC - LFRG grant	1,500.00
19/02/2021	FPI	Herald Advert - TWIST AND SHOUT	100.00
20/02/2021	FPI	Herald Advert - PASSMORE D J	75.00

Financial Summary Report Feb 2021:	
Opening balance 1st April 2020:	<b>59,987.87</b>
Total receipts (1st April 2020 to 28th February 2021)	<b>144,607.53</b>
Total Payments (1st April 2020 to 28th February 2021)	<b>121,251.46</b>
Running balance as of 28th February 2021:	<b>83,343.94</b>
<b>Balanced carried forward at 28/02/21:</b>	<b>83,343.94</b>

Expenditure		Budget monitoring 20/21		
Code	Item	Budget	Spent	Balance
G	VAT	£4,000.00	£13,027.96	-9,027.96

H	S137	£100.00	£25.00	75.00
I	Other Grants	£1,000.00	£11,183.70	-10,183.70
J	Clerk's Salary	£10,500.00	£10,665.00	-165.00
K	Clerks Expenses	£900.00	£725.89	174.11
L	Office expenses	£1,200.00	£789.08	410.92
M	Village Hall Hire	£0.00	£0.00	0.00
N	Chairman's Allowance	£200.00	£200.00	0.00
O	Subs	£500.00	£622.20	-122.20
P	Courses, Travel etc	£500.00	£153.80	346.20
Q	Insurance, Audit, Elections	£3,500.00	£2,101.56	1,398.44
R	Miscellaneous	£1,000.00	£25.00	975.00
S	Herald Printing	£4,500.00	£1,954.00	2,546.00
T	A Western	£3,500.00	£3,885.00	-385.00
U	Grass and hedge cutting	£1,000.00	£312.00	688.00
V	Other Maintenance	£500.00	£752.00	-252.00
W	General tree work inc Candys Field	£500.00	£0.00	500.00
X	Bin emptying	£700.00	£714.17	-14.17
Y	Handyman	£4,000.00	£0.00	4,000.00
Z	Notice Boards - Maintenance	£100.00	£0.00	100.00
AA	Play Equipment Mtce	£1,000.00	£89.50	910.50
AB	Lighting in Candy's field	£700.00	£721.63	-21.63
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£5,000.00	£10,779.58	-5,779.58
AD	Flood equipment and Maintenance	£300.00	£555.46	-255.46
AE	LFRG expenses	£400.00	£0.00	400.00
AF	Gulliford Cemetery	£800.00	£200.00	600.00
AG	Burial Ground	£500.00	£0.00	500.00
AH	Youth Club Building Maintenance	£1,000.00	£2,970.55	-1,970.55
AI	YC Utilities	£1,500.00	£1,352.33	147.67
AJ	Website etc	£500.00	£142.00	358.00
AK	Adverse weather	£200.00	£0.00	200.00
AL	Gully cleaning and jetting	£2,000.00	£0.00	2,000.00
AM	Parishes Together	£1,500.00	£7,700.00	-6,200.00
AN	Community Hub Projects	£3,000.00	£1,982.58	1,017.42
AO	Cont to repairs to VH Car Park	£500.00	£0.00	500.00
AP	DCC Funding	£0.00	£0.00	0.00
AQ	YC Recharge	£0.00	£0.00	0.00
AR	Emergency funding	£5,000.00	£0.00	5,000.00
AS	Gulliford BG (HLF)	£66,500.00	£46,540.00	19,960.00
	Total	£124,600.00	£107,142.03	£17,457.97
	Add VAT		<u>£13,027.96</u>	
	Total		£120,169.99	

Code	Receipts - Budget Performance	Budget	Actual	Balance
F	Precept	47,000.00	47,000.00	0.00
G	Council Tax support grant	0.00	0.00	0.00
H	CIL	1,825.90	0.00	1,825.90
I	DCC re Candys Field	400.00	400.00	0.00
J	Herald Adverts	4,000.00	4,648.00	648.00

K	Burial fees	2,000.00	140.00	1,860.00
L	Lympstone FC re Cliff Field	50.00	0.00	50.00
M	Flower beds	0.00	0.00	0.00
N	Western power re Wayleaves	10.00	7.54	2.46
O	Miscellaneous (eg refunds)	0.00	0.00	0.00
P	Website adverts	0.00	0.00	0.00
Q	Parishes Together	1,500.00	7,700.00	6,200.00
R	External Grants	0.00	22,988.80	22,988.80
S	VAT Refund	5,000.00	1,638.19	3,361.81
T	Youth Club	0.00	0.00	0.00
U	VHMC car park	411.00	0.00	411.00
V	MoD Community Covenant	0.00	0.00	0.00
W	DCC error	0.00	0.00	0.00
X	Community Hub Projects Income	0.00	100.00	100.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	60.00	40.00
Z	Gulliford Burial Ground	66,500.00	59,850.00	6,650.00
	Total	128,796.90	144,532.53	15,735.63
	Allocated balances 31st March 2020			
	Elections	2000	0	2,000.00
	Reserve for Village hall car park	1500	0	1,500.00
	NP Projects	6000	0	6,000.00
	Works to Youth Club	1000	0	1,000.00
	Public Conveniences	5000	0	5,000.00
	Play area	5000	0	5,000.00
	Total allocated balances	20500	0	20,500.00

### 21/12.2 Clerk's Action List

The Clerk went through her action list during lockdown and highlighted where ongoing PC work and additional workload had taken place. The Chair thanked the Clerk for all her hard work and ongoing efforts to complete tasks set by the PC during lockdown. Unan.

*RESOLVED that the Council received and noted the Clerk's action list for Lockdown March 2020 – January 2021.*

	Daily	Weekly	Monthly	Ongoing	Additional
Emails	•			•	
Phone calls	•			•	
Finances			•	•	
PAYE			•		
Correspondence from public and Cllrs (Parish, District and County)				•	
Covid19 news and updates		•		•	
Liaise with Church re Covid19				•	
Herald report			•		
YC correspondence inc Covid19, RA and policies, users, insurance, electrical safety checks				•	
EDDC Planning apps and responses				•	
VHCIO emails and solicitor				•	•
DCC (inc Highways) and EDDC officers				•	
DALC and SLCC queries (inc Covid19)				•	•
EA correspondence				•	•
New defibrillator pads (April) and batteries (Nov) in the Strand					•

defibrillator					
Defibrillator checks			•		
Cliff field warning signage 'danger of cliffs'					•
Notices: Closed toilets, Gulliford burial ground, play area in Candy's Field and Covid19 guidelines for open spaces (Candy's, Avenue, Cliff Fields and the Green)					•
Alternative work for YC leader					•
Redundancy for public toilet cleaner					•
LPC Internal audit – finance and correspondence				•	
LPC external audit – PJK Littlejohn (AGAR)				•	
Gulliford - HLF online portal, grant application, correspondence and phone calls with L Emmerson (HLF), McNeilage conservation, joint committee, neighbours and K Perry. Gates – A Hall at Powderham, GJK Conservation (drawings and planning). Finance update to HLF (Oct). Neighbour correspondence (Oct), Whimble Joinery (notice boards- Jan 21)				•	•
HLF Grant application approved £66,500.00					•
Site meeting at Gulliford (McNeilage, surveyor, joint committee, neighbours – 16 <sup>th</sup> May 20), minutes and actions (23 <sup>rd</sup> July Joint committee, surveyor) mins and actions				•	•
Meet at Candy's Field re YC (KR, DY, SB, JC – 2 <sup>nd</sup> June 2020), minutes and actions				•	•
Public toilets refurbishment – site meeting, ongoing correspondence and phone calls with Michael Clarke contractors, A Priest at EDDC (minutes and actions) and Howdens (5/6). Meet contractors - builders, plasterer, decorator: 17 <sup>th</sup> March, 2 <sup>nd</sup> /3 <sup>rd</sup> /11 <sup>th</sup> /16 <sup>th</sup> /18 <sup>th</sup> June 20, 1 <sup>st</sup> /9 <sup>th</sup> July.				•	•
Grants applied for and banked: DCC Covid19 £450.00 and EDDC Business rate relief £10,000.00 (returned rate relief grant 3/7 and repaid to LPC again), DCC Covid 19 £500 (Nov 20)					•
Primary school consultation re the Play park in Candy's Field, created PowerPoint to use and ongoing correspondence				•	•
Advert for PC link with Youth					•
SWW (toilets)					•
Sort, file and update paperwork, emails				•	
Registered Cllr Hill as LPC Advocate for Police					•
Identify cleaners and tenders for Public toilets Contract for cleaner and meeting with JC 6/8/20 (inc files and procedures, additional Covid19 signage) Locksmith, EDDC toilet hygiene advice 14/9				•	•
Burials and correspondence				•	
DCC online report of damaged gate and fence on cycle path					•
Tree meet with Cllrs and tree warden – Candy's, Avenue and Cliff Field (16/06) minutes and actions				•	•
Meet with G Collins re YC maintenance (18/6) minutes and actions					•
Meet with LPC and LFC in Candys field (01/07) minutes and actions					•
Bench delivery in Candys field (3/7)					•
Councillor vacancies correspondence x2				•	•
Exmouth Town FC (Youth)					•
Update and new Policies			•		•
Play areas Covid19 Risk Assessment for Candy's Field					•
Meet with JBL Homes, BR, JR, KR, DY, DB, (22/7/20) Correspondence with solicitor and RBL (ongoing)				•	•
Covid19 meeting prep and RA					•
PC public Meet – finances and audit (27/7) and minutes					•
ETC Clerk advice re street trading					•
Art community event arranged (27/9) and cancelled to Covid19.					•

New street name proposals (EDDC)					•
Covid19 notices in telephone box book exchange					•
Budget				•	
Remembrance service changes due to Covid19					•
Strand Defib service advice					•
Register Methodist Hall as a community asset and Nick Wright				•	•
Pri sch and update on trees					•
PC vacancies – NL (nov 20)					
Updated info for website inc notices, planning, finance				•	
Meet with DGA at burial ground and minutes (12/11/20)					•
Headstones					•
Road closure notices				•	
Censor notices					•
Communication with toilet cleaner and related contractors				•	
Highways online report re footpaths, pavements, flooding, fallen wall, grit bins				•	
Play area inspection					•
Finance, invoices, post, scanned bank statements				•	
Ongoing updating herald payments to S.Morgan			•		
DALC, EDDC correspondence re S91 Order and scanned documents – declarations and precept					•
Emergency meeting prep, agenda, attachments and minutes (12/2/21)					•
Ongoing LPC decisions document during lockdown				•	•
Ongoing planning application and LPC decision document during lockdown				•	
Zoom license					•
FOI request					•

### 21/13 Wotton Brook

Cllr Eastley explained that the water in Wotton Brook should be tested sporadically for purity and cleanliness. He added that in the past he had always found the EA very helpful. Cllr Eastley had no objection to spending Parish money on regular testing but wanted the Clerk to find out the cost of this. He also wanted it noted that the Brook was registered as a designated River and this would have different rulings to a Brook.

A member of the public felt passionate about this issue and spoke. She explained that she had spoken with the EA in the past where they were interested in the ecology of the Brook above the water and rarely came out to test the water. Any sewage reports would have to go to SWW. However, she explained another way to gather evidence; the River fly monitoring scheme where interested parties tested their own water courses using a net and a tray. This would be done twice a month for three minutes by kicking back the bottom layer of the Brook and recording the Caddis, Stone and May flies present as these were susceptible to change and the health of the water. This would be recorded to the river fly monitoring scheme online and used as evidence, it would be one way to start testing the water. She believed there was currently very little living in the Brook.

Cllr Atkins supported the testing of pollution in the Brook on an adhoc basis. He added that on rainy days brown water did wash off the roads and fields. He believed that the water must be tested to identify what was in the water course. Cllr Atkins proposed that the water should be tested.

Cllr Roger supported contacting the EA and SWW regarding the water testing and discuss the Brook as a designated River. Cllr Eastley proposed and added that it was paramount these agencies understood that LPC had suspicions of pollution in the Brook. Cllr Young seconded. Unan.

*RESOLVED that the Clerk contact the EA and SWW regarding the rulings of testing a designated river.*

Cllr Atkins added that SWW would test the water when instructed by the EA.

Cllr Rogers asked the member of the public if she would like to lead this project. Cllr Rogers proposed that the Clerk work with the member of the public. Unan.

*RESOLVED that the Clerk work with the interested member of the public regarding the Wotton Brook.*



#### **21/14 Nursery Site car park**

Cllr Hill clarified that the car park at the nursery site would be leased to the Church from the PC for the Church use only and not a general public car park. Small trees would be planted around the edge of the car park for screening. In agreement with the church, this lease would be for as long as the church wanted it. A lease would simplify the use by the church and could be returned by letter to the PC if the church no longer wanted the car park.

The new Rector of the Church, Rector Revd Jones, was present and introduced himself with the warmest welcome and looked forward to working with the PC and the community.

Rev Jones asked if there had ever been a plan for the Church to own the car park. Cllr Hill explained that initially this could have been discussed but the costs and process would not have met with requests from the previous owners, so a lease was the best solution. The Church would oversee the use and management of the car park. Rev Jones then asked if it would be a lease in perpetuity at a peppercorn rate. Cllr Hill explained that the lease would last 999 years for 1p a year. Rev Jones asked about the maintenance and public liability insurance regarding the car park. Cllr Hill explained that the car park would be the Church's responsibility and the Open Space would be the PC's responsibility. Rev Jones asked what would happen if the PC were not able to take the car park back one day e.g. if the PC dissipated then would the Crown take the land. Cllr Hill explained that if anything happened to the PC, any land or property owned by the PC would transfer to the local district council responsible for the area and not the Crown. Cllr Ingham added the Cllr Hill was correct and that any LPC assets would go to the next public authority. Cllr Hill added that the lease would remain regardless. The previous owner of the site interjected and would ensure that this land was sacrosanct and to stay in the Parish.

Rev Jones thanked the owners and the PC for this gift to the Church and the positive impact it would have on the Church community. He requested that a copy of the lease would be given to him for the Diocese. Cllr Hill added that the lease would be discussed and written together with both the PC and the Church.

A member of the public queried the wording used by EDDC planning of a 'public car park' rather than a 'church car park' as EDDC had told him that the planning application would be invalid if only restricted to the use of the church in accordance with the S106. He believed that the PC should get a legal agreement written so no one would be liable. Cllr Hill explained that he had been conversing with the PC's solicitor who felt that the lease would be suitable for this situation. Cllr Ingham understood that the car park could be constrained to the use of the church only. Mr White explained that in the S106 agreement it was written that the car park was available for 'members of the public using the Church'. He added that the right of way road access would only be for church visitors. There would be a lockable drop post/bollard for the Church to decide when it was used.

Rev Jones left the meeting.

#### **21/15 East Devon 'The Local Plan'**

Cllr Atkins felt it was necessary for the PC to respond to the new plan proposed regarding concerns of potential over development in the area. He believed this had to be done by the 15<sup>th</sup> March. Cllr Atkins proposed that two or three Cllrs could meet either virtually or socially distanced to write a response. Cllr Rogers seconded. Unan.

*RESOLVED that the Clerk arrange a meeting to discuss an appropriate response from LPC with two or three Cllrs.*

#### **21/16 Lypstone Neighbourhood Plan**

Cllr Hill reported that he would research further a review of the LNP and believed only parts needed to be updated and strengthened. Cllr Atkins added that it was important the wording was tightened especially with the CIL money due to Lypstone from the upcoming Goodmores development. The Clerk added that a member of the public had shared his concerns about LNP and how he felt it allowed developers to use loopholes and lever building applications through. Cllr Atkins added that was why it was necessary to tighten the wording used in the LNP.

#### **21/17 Bank Account**

Cllr Young explained the necessity of a petty cash account for online purchases by the Clerk where a cheque could not be used. Cllr Rogers proposed to allow the Clerk a small petty cash bank account of £500 and top up as and when needed. Cllr Hill seconded. Unan.

*RESOLVED that the Clerk would discuss this with the internal auditor before proceeding.*

*RESOLVED that if the internal auditor agreed, the Clerk would open a new bank account.*

## **21/18 Reports from the Chairman, East Devon District Councillors and Devon County Councillors**

The Chairman thanked for all attending this evening. She thanked Mr Corcos and LFRG for their continued dedication and hard work in keeping the community safe, resolving dangerous issues quickly and effectively. She also thanked FOGBG, especially Mrs Moffat and Mrs Coles for their continued efforts with Gulliford Burial Ground and for working closely with the local primary school to share and educate pupils with some of the history of Lympstone. The Chair updated all members present with the work achieved over the year by the PC including the refurbishment of the toilets and employing a new cleaner, the book swap in the telephone box and the registering of the Methodist Hall as a community asset. She also thanked the owners of the Mill Fields for the exceptional work completed through the fields to redirect the footpath and the replanting of 500 new trees. The Chair also thanked the many volunteers who continued to work hard to support neighbours and the community in these ongoing difficult times.

District Cllr Ingham explained that there were two upcoming meetings to be held at EDDC:

1) A Working Group to look at the Management Structure at EDDC which would cost £25,000 for an independent team to investigate and 2) Stress and Wellbeing of Staff at EDDC where a full report from the CEO raised concerns. Cllr Ingham would report back to LPC the outcomes of these meetings.

District Cllr Jung reported on EDDCs budget. He explained a small £5 council tax rise for an average Band D property for 2021/22. The proportion for EDDC from this average Band D property would be £151.78 a year or £2.92 a week for all services it provided. EDDC took 7p in every £1 for its services, the rest went to DCC, Devon & Cornwall Police, Devon & Somerset fire service, Town and Parish Councils. He added that EDDC had seen a fall in its income and a rise in its expenditure plus EDDC were legally bound to provide a balanced budget each year, for example, the waste and recycling volumes had increased exceptionally over the last year however the payments for recycling and cardboard had reduced substantially. EDDC Discretionary services such as sports centres, swimming pools, parks and public toilets hoped to continue. EDDC had supported LED who ran the sport centres and swimming pools, and up until March, had given £1.3million to keep them afloat due to the restrictions and lockdowns. EDDC had only received £282,000 from the Government to offset this financial support. Increased car park charges would be postponed for another 12months. £300,000 had been taken from EDDC reserves and could not continue to do this. Cllr Jung announced that with all the additional pressure this year and people working from home, he was proud of how staff had performed and hoped all could understand why this increased rate had happened. Cllr Jung explained that it had been a challenging year and the next few years, would be just as challenging, but he felt that EDDC were ready to make that challenge.

County Cllr Trail welcomed everyone back and explained that both he and County Cllr Scott had been busy with Highways and flooding issues.

He explained DCCs budget for this year of £578,482,000 with an increase of 6.6% being spent on services. Additional: 8.3% for Adult care and health, 7.8% for children's services, 0.2% for communities, public health and environment prosperity, 7.5% for corporate services, 0.5% for highways, infrastructure, development and waste. Highways also had received an addition £600,000 for potholes and an extra £100,000 for street furniture. Cllr Trail also explained that from today he and Devon County Cllr Scott had granted Lympstone additional funding for LFRG and local street furniture and maintenance.

The Clerk thanked both Cllr Trail and Cllr Scott for this additional funding for the community.

District Cllr Ingham, County Cllr Trail and County Cllr Scott left the meeting.

## **21/19 Planning applications**

**21/0395/TRE** - T1, Walnut : Reduce eastern aspect by 3m away from new dwelling, MDC 50mm; crown raise to 2.5m above ground level, MDC 25mm; remove major deadwood Reason for works: To reduce over dominance over small garden, appropriate arboricultural management at Blue Haze.

Cllr Young read the tree wardens report regarding this tree. Cllr Rogers proposed to object to this application due to the fact if this tree were pruned to the extent proposed then it would not tolerate it and ultimately die. Cllr Hill seconded. Unan.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

**21/0394/TRE** - T1, Beech : Reduce height by a maximum of 1m, MDC 25mm.; reduce southern half of tree by no more than 3m, MDC 75mm; reduce northern half of tree by 3-4m to match southern aspect, MDC 100mm; operations to leave a well balanced crown. Reason for works: Due to nearby trees that have now

been removed by others the tree is out of shape and has some long extending branches that if left will become unstable at Fircones

Cllr Young read the tree wardens report regarding this tree. Cllr Young proposed to support this application. Cllr Hill seconded. Unan.

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

**21/0409/FUL** - Construction of single storey rear extension at 34 Jackson Meadow

Cllr Rogers believed that this application would be permitted development and proposed to support this application. Cllr Young seconded. Unan.

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

**21/0467/FUL** - Construction of rear first floor extension and rear canopy at 2 Malt Field.

Cllr Rogers proposed to support this application. Cllr Carter seconded. Unan.

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

**21/0260/VAR** - Variation of condition 2 (approved plans) of planning permission 17/1015/FUL (Construction of first floor extension and associated balcony to rear, and construction of second floor balcony to rear) to install additional dormer to the front elevation at second floor. At 6A Dawlish Park Terrace.

Cllr Rogers proposed to object to this planning application due to the unclear submitted plans to EDDC. Cllr Eastley added that it was overdevelopment. Cllr Atkins felt it was out of keeping. Cllr Carter seconded. Unan.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

26/2/21: **21/0354/FUL** – Change of use of land from agricultural to domestic to provide a driveway to Blue Haze and construction of an agricultural storage building.

Cllr Young briefed the PC on the planning application which came in on 26<sup>th</sup> Feb but felt a site meeting was necessary for this application with a virtual planning meeting open to the public after. The Clerk explained that this application expired to consultees on 21<sup>st</sup> March.

Cllr Atkins declared an interest.

Cllr Rogers proposed a site meeting and zoom planning meeting. Cllr Carter seconded. Unan

*RESOLVED that the Clerk arrange a site meeting and follow up with a public Zoom planning meeting.*

## **21/20 Planning decisions**

None

## **21/21 Reports of Lead Councillor**

Any reports requiring a decision are attached.

### **21/21.1 Facilities and Estates**

Cllr Atkins had been notified that a tree had been cut down at the Village Hall. He explained that the Cherry Tree at the Village Hall had been cut down because the roots were bringing up the footpath and could be affecting the sewers. The Village Hall had planted four new whips near the waste bin area to replace the tree. Cllr Beatty wanted to know why the VH committee were able to remove the tree with no consultation. She also believed that a larger tree should have been replanted rather than whips. Cllr Atkins explained the Village Hall committee were now a CIO and he believed they could do this. A member of the public interjected and explained that she had seen the VH premises manager taking the tree down who told her it was a Lime tree; anyone could take the wood and apart from the pavement issue they were planning on extending the village hall there. Cllr Atkins believed the VH were possibly considering creating a disabled access. Cllr Hill added that he would raise this concern with the VH at their next CIO meeting on 17<sup>th</sup> March.

Cllr Atkins reported that he had observed the trees between the tennis courts and the footpath in Candys Field were getting large and would need pollarding in the very near future. He added that the DCC report regarding the uprights on the Lime tree by the play area in Candys Field was something that had been previously highlighted a year ago by Lympstone tree warden. The tree contractor last year working on the trees did not feel this work was necessary however, this particular contractor was also DCCs tree inspector and was now suggesting it needed doing on his report. Cllr Atkins wanted the Lympstone tree warden to look at the uprights on the Lime tree by the play area and have them removed.

This would not be completed though until the Autumn due to the sap rising and bird nesting season.

*RESOLVED that the Clerk visit Candys field with Lympstone tree warden and discuss the necessary work.*

*RESOLVED that the Clerk would let Lympstone Primary School know that this work would be completed in the Autumn.*

Cllr Jung left the meeting.

**21/21.2 Transport, Parking and Planning**

Cllr Hill reported that the car park at the top of Underhill was still ongoing with EDDC.

**21/21.3 Community**

Cllr Hill reported that the Community Hub had cancelled the postponed VE Day 76<sup>th</sup> anniversary event again due to Covid19. He added that it was likely that Prince Philip's 100<sup>th</sup> birthday celebration and the Furry Dance would also be cancelled.

Cllr Hill updated all present that Mr Don Mildenhall was stepping down as Chair to the VHCIO and Ms Carrie Darby was proposed as his replacement.

**21/21.4 Environment**

Cllr Young reported that LFRG had been extremely busy and there was now a section on the website for LFRG updates and news.

**21/21.5 Heritage and Structure**

Cllr Rogers reported that the new metal gates and wooden information boards for Gulliford burial ground were currently being made and would be installed later in the year.

**21/21.6 Finance, Grants, Funding and Compliance**

The Clerk reported that during Lockdown she had reviewed LPCs policies and found model policies for the PC to use; it was imperative that LPCs policies were updated.

**21/22 Matters raised by Councillors**

Cllr Atkins reported that the telephone box at the Swan was in a disgraceful state and he did not know if it was still in use. The Clerk added that it would make a perfectly good case for the defibrillator in the village. Cllr Rogers added that BT would have to be contacted to find out. Cllr Carter explained that he used the public telephone there only six weeks ago.

Cllr Atkins highlighted the fact that the railway embankment was overgrown and untidy. He explained that this area used to have an efficient working group who looked after the bank. Cllr Rogers proposed a group could be reinstated to oversee this area and either left neatly natural or tightly maintained. She suggested this could be added to the Herald to ask for volunteers.

Cllr Beatty added that there was a lot of overgrown brambles that needed dealing with.

*RESOLVED that the Clerk add this information to the Herald for volunteers.*

Meeting closed at **9.35pm**

Chairman:

Date:

**MINUTES OF A VIRTUAL ZOOM PLANNING MEETING OF LYMPSTONE PARISH COUNCIL  
HELD AT 2.00PM ON MONDAY 15<sup>TH</sup> MARCH 2021.**

<b>PRESENT:</b>	
<b>Councillors</b>	D Beatty, C Carter, R Eastley, K Hill and D Young (Vice Chair).
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	None
<b>District Councillors</b>	None
<b>Public</b>	5 members

The Vice Chairman welcomed everyone to the meeting and explained there would be two planning applications discussed. He added that members of the public could speak at the time of the relevant planning application.

The Clerk asked all members of the public to mute themselves and unmute when asked. She reminded all to raise their hand either physical or virtually and wait to be asked to talk, they would have three minutes to speak.

**21/23 Apologies**

Parish Cllr Atkins and Cllr Rogers, District Cllr Jung, County Cllr Trail and Cllr Scott.

**21/24 To receive any Declarations of Interest**

Cllr Atkins had previously declared an interest with both 21/0354/FUL and 21/0567/FUL.  
Cllr Eastley declared an interest with 21/00345/FUL.

**21/25 Planning applications**

**21/0354/FUL** – Change of use of land from agricultural to domestic to provide a driveway to Blue Haze and construction of an agricultural storage building.

The Vice Chair shared the screen online and presented the planning application from EDDCs planning portal. He explained that there had been 7 consultees and 6 objections. He showed photographs of the site to demonstrate exactly where the agricultural store would be built.

Members of the public who spoke on this application raised the following points:

- Access across the field was only granted temporarily during the building of the new development at Blue Haze.
- Future builds could follow this example and set a precedence.
- It was detrimental to the wildlife.
- The agricultural field was in the Green wedge.
- It would change the character of the Green wedge.
- Few Green wedges remained.
- The store on the skyline goes against Green wedge principles.
- This was agricultural land.
- Parking could not be considered.
- The new development was in BuAB but the field was outside the BuAB.
- No proof that the footpath was a community asset.
- Went against EDDC policy.
- The planning application was not valid until ownership of the footpath, and boundary hedge was determined by land registry.
- The site is in coastal preservation zone.
- The proposed store would clearly be visible from the estuary and surrounding area.
- EDDC had asked the applicant for new plans to be submitted but this was still outstanding.
- The word 'domestic' was incorrect terminology on application and should be C3 Residential.
- The current plans were not clear and could not be fully understood.
- Conflicting statements were provided for the removal of the substantial Oak tree of: 'in poor condition' by the applicant and 'should be protected' in the Arboriculture report.
- EDDC tree officer should report on this.

Cllr Hill felt it was an attempt to take agricultural land. He believed the storage building would ultimately become another dwelling. The original track was only allowed during building of the house. Cllr Hill added if permission was granted it would sadly be the loss of another field.

Cllr Beatty reiterated that the original planning application for the new dwelling had the condition to return the field to its original state after the development was completed. She felt that this had never been the owner's intention as she has seen the amount of hard core laid and believed it was not intended to be removed. Cllr Beatty also added that this proposed store was far too big for its intended need. Cllr Beatty proposed to object to this application. Cllr Carter seconded. Unan.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

A member of the public shared concerns of the number of tents and camping in the field during the past year and felt the site could become a camp site. Cllr Young proposed to find out from EDDC if events and campsites were allowed on an agricultural field. Cllr Beatty seconded. Unan.

*RESOLVED that the Clerk find out the rules for the appropriate use for an agricultural field.*

Cllr Beatty proposed that Lymstone tree warden should look at the Oak tree under threat and report his opinion back to the PC. Cllr Young 2<sup>nd</sup>. Unan.

*RESOLVED that the Clerk contact the tree warden and request his opinion regarding the Oak tree on the site.*

**21/0567/FUL** - Retention of field access (retrospective application) at Gulliford Close.

The Vice Chair shared the screen and presented the planning application from EDDCs planning portal. He explained that there had been 5 objections. He showed a photograph of the site to demonstrate exactly where the access to the agricultural field would be.

A resident of Gulliford Close spoke on this application and highlighted the following:

- The building developers (KDHomes) of Gulliford Close had informed the residents that this small parcel of land belonged to the applicant but was not to be used as an entrance to or from the Close.
- Horses were already being transported over the section of land to the field and this crossed the footpath there which was illegal.
- It would start a precedence of using any access to land.
- Not safe to use as an agricultural field access as either side the residential area was so close.

Cllr Eastley declared an interest with this applicant due to the architect being a relative.

Cllr Beatty explained that the field was a state with a horse lorry parked in the field falling into disrepair. The stables which were meant to be a temporary fixture were well built and too close to the resident's gardens. She could not see how the stables would be able to be moved regularly to stop them being permanent. Cllr Beatty explained that this access was not necessary to the field when it already had an access from the Highway.

Cllr Hill believed the access here was only for future building. He believed the parcel of land simply needed a fence to separate it off from the Close.

The Clerk explained that Cllr Rogers wanted it known that she supported all the issues raised. Especially the use of a Close having an additional access point which was not allowed, a Close was not a through road. Cllr Rogers also had concerns of the illegal use of a vehicle crossing over a footpath.

Cllr Young explained the road surface in the Close would be unsuitable for farm vehicles and machinery. He was very concerned with farm vehicles using a Close where families lived, and children played.

Cllr Hill proposed to object to the application. Cllr Beatty seconded. Unan.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

Meeting closed at **2.43pm**

Chairman:

Date:

**MINUTES OF A VIRTUAL ZOOM MEETING OF LYMPSTONE PARISH COUNCIL**  
**HELD AT 7.30PM ON MONDAY 12<sup>th</sup> APRIL 2021.**

<b>PRESENT:</b>	
<b>Councillors</b>	D Atkins, D Beatty, C. Carter, R Eastley, K Hill, K Rogers and D Young.
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	None
<b>District Councillors</b>	None
<b>Public</b>	4 members

The Chairman welcomed everyone and announced the death of HRH Prince Philip The Duke of Edinburgh on Friday 9<sup>th</sup> April 2021, she asked everyone to observe a minute's silence.

**Public session**

The Chair explained there was no public session.

**21/26 One Minute Silence**

**21/27 Apologies**

District Cllr Jung, Count Cllr Scott

**21/28 To receive any Declarations of Interest**

None

**21/29 Clerk's Report**

**21/29.1 Finance** - Payments / Financial summary / Budget report

The Clerk presented the PC finances for the end of March 2021 and end of the financial year 2020-2021. She highlighted the transfer of funds from the deposit account to the current account. The deposit account was now £0.00.

Cllr Atkins proposed and approved the finances for February 2021 was a true and accurate account. Cllr Rogers seconded. Unan.

*RESOLVED that the following finances were approved.*

**Payments March 2021:**

02/03/21	DD	PNET3453454-1 REFERENCE: PNET3453454-1	£41.59
04/03/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£26.00
08/03/21	2809	Optima Graphics Topsham Ltd (Herald printing Feb Ed 21 - Invoice 26026)	£250.00
08/03/21	2810	J Morrish - play equip removal and tree work (Candys field)	£530.00
08/03/21	2811	J Morrish - Grass cutting (Candys and Cliff Field)	£900.00
08/03/21	2812	Mrs J Cowe (Toilets 1/1/21 - 28/2/21)	£825.00
08/03/21	2813	P Corcos - reimbursement for LFRG equipment	£48.39
15/03/21	2814	DG Atkins - cut grass and hedges (Candys and Cliff field)	£594.00
15/03/21	2815	L. Tyrrell - wages Nov 2020	£1,319.35
15/03/21	2816	L Tyrrell - expenses Nov 2020	£107.69
15/03/21	2817	K Rogers - Chairman's allowance 2019-2020	£85.00
15/03/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£64.00
15/03/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£64.59
15/03/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£54.00
30/03/21	DD	PNET3453454-1	£41.59

**Receipts March 2021:**

03/03/2021	FPI	Herald Advert -Peter Tosh Opticia	25.00
04/03/2021	FPI	Herald Advert - QUICK I G HOUSE	15
07/03/2021	FPI	WILSON DW Heather bower plot	276
08/03/2021	FPI	Herald Advert - HILTON BARNFIELD ARCHITECTS	100

09/03/2021	FPI	Herald Advert - MALTBY P PENNY	7
16/03/2021	FPI	Herald Advert - ST PETER'S SCHOOL	50
16/03/2021	FPI	Herald Advert - RODNEY SPILLER WEA	100
17/03/2021	DC	HMRC VTR REFERENCE: XTV126000100158	13,039.63
19/03/2021	FPI	LPC Deposit Transfer Account from Santander	162.98
19/03/2021	FPI	Herald Advert - TWIST AND SHOUT	100
26/03/2021	DC	DEVON CC 4535046 - LFRG	2000

### Financial Summary Report:

Opening balance 1st April 2020:	<b>59,987.87</b>
Total receipts (1st April 2020 to 31st March 2021)	<b>160,483.14</b>
Total Payments (1st April 2020 to 31st March 2021)	<b>124,642.54</b>
Running balance as of 31st March 2021:	<b>95,828.47</b>
<b>Balanced carried forward at 31/03/21:</b>	<b>95,828.47</b>

### Deposit Account

		Balance at 1st April 2020	£162.77
01/04/2020	INTEREST PAID		£0.01
01/05/2020	INTEREST PAID		£0.01
01/06/2020	INTEREST PAID		£0.01
01/07/2020	INTEREST PAID		£0.02
01/08/2020	INTEREST PAID		£0.02
01/09/2020	INTEREST PAID		£0.02
01/10/2020	INTEREST PAID		£0.02
01/11/2020	INTEREST PAID		£0.02
02/12/2020	INTEREST PAID		£0.02
01/01/2021	INTEREST PAID		£0.02
01/02/2021	INTEREST PAID		£0.02
02/03/2021	INTEREST PAID		£0.02
		Balance at 26 <sup>th</sup> March 2021	£162.98
		26/3/2021 Transfer to current account	£162.98
		<b>Balanced carried forward at 31/3/20:</b>	<b>£0.00</b>

### Budget Monitoring 2020 - 2021

#### Expenditure

Code	Item	Budget	Spent	Balance
G	VAT	£4,000.00	£13,125.81	-9,125.81
H	S137	£100.00	£25.00	75.00
I	Other Grants	£1,000.00	£11,183.70	-10,183.70
J	Clerk's Salary	£10,500.00	£10,665.00	-165.00
K	Clerks Expenses	£900.00	£725.89	174.11
L	Office expenses	£1,200.00	£699.13	500.87
M	Village Hall Hire	£0.00	£0.00	0.00
N	Chairman's Allowance	£200.00	£285.00	-85.00
O	Subs	£500.00	£622.20	-122.20



P	Courses, Travel etc	£500.00	£153.80	346.20
Q	Insurance, Audit, Elections	£3,500.00	£2,101.56	1,398.44
R	Miscellaneous	£1,000.00	£0.00	1,000.00
S	Herald Printing	£4,500.00	£2,204.00	2,296.00
T	A Western	£3,500.00	£3,885.00	-385.00
U	Grass and hedge cutting	£1,000.00	£1,707.00	-707.00
V	Other Maintenance	£500.00	£752.00	-252.00
W	General tree work inc Candys Field	£500.00	£200.00	300.00
X	Bin emptying	£700.00	£714.17	-14.17
Y	Handyman	£4,000.00	£0.00	4,000.00
Z	Notice Boards - Maintenance	£100.00	£0.00	100.00
AA	Play Equipment Mtce	£1,000.00	£419.50	580.50
AB	Lighting in Candy's field	£700.00	£782.99	-82.99
AC	Toilets inc: wages, consumables, rsates, elec, utilities, repairs	£5,000.00	£11,534.28	-6,534.28
AD	Flood equipment and Maintenance	£300.00	£595.78	-295.78
AE	LFRG expenses	£400.00	£0.00	400.00
AF	Gulliford Cemetery	£800.00	£200.00	600.00
AG	Burial Ground	£500.00	£0.00	500.00
AH	Youth Club Building Maintenance	£1,000.00	£2,970.55	-1,970.55
AI	YC Utilities	£1,500.00	£1,543.45	-43.45
AJ	Website etc	£500.00	£142.00	358.00
AK	Adverse weather	£200.00	£0.00	200.00
AL	Gully cleaning and jetting	£2,000.00	£0.00	2,000.00
AM	Parishes Together	£1,500.00	£7,700.00	-6,200.00
AN	Community Hub Projects	£3,000.00	£1,982.58	1,017.42
AO	Cont to repairs to VH Car Park	£500.00	£0.00	500.00
AP	DCC Funding	£0.00	£0.00	0.00
AQ	YC Recharge	£0.00	£0.00	0.00
AR	Emergency funding	£5,000.00	£0.00	5,000.00
AS	Gulliford BG (HLF)	£66,500.00	£46,540.00	19,960.00
	Total	£124,600.00	£110,334.58	£14,265.42
	Add VAT		<u>£13,125.81</u>	
	Total		£123,460.39	

**Code Receipts - Budget Performance**

Code		Budget	Actual	Balance
F	Precept	47,000.00	47,000.00	0.00
G	Council Tax support grant	0.00	0.00	0.00
H	CIL	1,825.90	0.00	1,825.90
I	DCC re Candys Field	400.00	400.00	0.00
J	Herald Adverts	4,000.00	5,120.00	1,120.00
K	Burial fees	2,000.00	416.00	1,584.00
L	Lympstone FC re Cliff Field	50.00	0.00	50.00
M	Flower beds	0.00	0.00	0.00
N	Western power re Wayleaves	10.00	7.54	2.46
O	Miscellaneous (eg refunds)	0.00	162.98	162.98
P	Website adverts	0.00	0.00	0.00
Q	Parishes Together	1,500.00	7,700.00	6,200.00
R	External Grants	0.00	24,988.80	24,988.80
S	VAT Refund	5,000.00	14,677.82	-9,677.82

T	Youth Club	0.00	0.00	0.00
U	VHMC car park	411.00	0.00	411.00
V	MoD Community Covenant	0.00	0.00	0.00
W	DCC error	0.00	0.00	0.00
X	Community Hub Projects Income	0.00	100.00	100.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	60.00	40.00
Z	Gulliford Burial Ground	66,500.00	59,850.00	6,650.00
	Total	128,796.90	160,483.14	31,686.24

Allocated balances 31st March 2020

Elections	2000	0	2,000.00
Reserve for Village hall car park	1500	0	1,500.00
NP Projects	6000	0	6,000.00
Works to Youth Club	1000	0	1,000.00
Public Conveniences	5000	0	5,000.00
Play area	5000	0	5,000.00
Total allocated balances	20500	0	20,500.00

### 21/30 Planning applications

Cllr Young shared the screen and presented each planning application.

#### 21/0490/FUL - Proposed new dwelling and car port at Land Adjacent To 21 Strawberry Hill Lympstone.

The Chair pointed out that this planning application did not comply to East Devon Plan. The Vice Chair explained that the previous planning application had already received planning permission and this proposal was a slightly smaller building.

A member of the public pointed out that the arrow on the plan was different to where the actual building was proposed on site. He also wanted to know what would happen to the sewage and if it were a soak away then it would end up in Wotton Brook. The Chairman shared the resident's concerns and added that this should be recorded in LPCs response to EDDC. Cllr Atkins added that this was a wet site, and the sewage would end up in the Brook. He felt that this new build could be connected to the mains sewer.

Cllr Young proposed to support the application. Cllr Hill seconded. Also supported by Cllr Atkins, Cllr Carter and Cllr Beatty. Cllr Eastley commented that he would support the application subject to more information regarding the sewage. Unan. The Chairman objected to the planning application and wanted the clarification of the site and proposed building and the sewage.

Cllr Atkins proposed to support the application subject to highlighting LPCs concerns. Cllr Young seconded. Unan.

**Recommendation: Support**

LPC support this application subject to clarification on the plan of the exact position and location of the proposed building on the site. LPC also require further information regarding the sewage; why it could not be linked to the mains sewer as there are concerns that a soakaway would end up polluting the Wotton Brook.

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

#### 21/0704/FUL - Construction of 2 x dormer windows to existing garage roof at 5 Barnridge

The Chairman expressed her concerns of the use of dormer windows. She would support velux windows but not dormer windows.

Cllr Hill proposed to object to the proposal. Cllr Rogers seconded. Unan.

**Recommendation: Object**

Due to the overdevelopment of the site and out of keeping with a garage building.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

*21/0720/FUL - Raising of ridge line and construction of single storey infill extension, dormer window with balcony, porch and patio with steps; alterations to windows at Lympstone Cottage.*

Cllr Young proposed to support the application. Cllr Hill seconded. Unan.

Recommendation: **Support**

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

*21/0877/FUL - Construction of rear dormer window and first floor extension including balcony at 4 Underhill Close.*

Cllr Hill shared concerns of the neighbours being overlooked. A member of the public explained that the neighbours were overlooked and added that there was already a full set of windows from the top floor of the building to view from. Cllr Hill added that the proposal was out of keeping of the area. Cllr Beatty added that the entire estate below would be overlooked. Cllr Eastley added that this plan was completely out of character, intrusive to neighbours and an over development. Cllr Eastley proposed to object. Cllr Rogers seconded. Unan.

Recommendation: **Object**

Due to the severe impact on the neighbours being overlooked, intrusive and denied privacy. It is a completely out of keeping and over development of the area.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

*21/0894/VAR - Variation of Condition 2 [plans condition] of application 20/0695/FUL [Construction of single storey rear and side extensions including roof terrace (revision to 19/2682/FUL)] to allow a side balcony above the extended garage; variation of Condition 3 of application 20/0695/FUL removed to allow west side of rear terrace screen to be at height of 1.1m at 42 Jackson Meadow.*

Cllr Hill shared concerns of neighbours being overlooked, Cllr Eastley and Cllr Atkins agreed. Cllr Hill proposed to object. Cllr Rogers seconded. Unan.

Recommendation: **Object**

Due to the neighbours being overlooked and loss of privacy. The proposal is completely out of keeping with the area and the plans provided are inadequate.

*RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.*

*21/1007/FUL - Proposal: Proposed roof extension Location: High Meadow Greenhill Avenue Lympstone Exmouth EX8 5HW*

Cllr Young proposed to support the application. Cllr Atkins seconded. Unan.

Recommendation: **Support**

*RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.*

Cllr Young highlighted that the Clerk had published an updated list of EDDC planning decisions and these were on the website to view.

## **21/31 Date for full PC meeting**

Cllr Atkins pointed out that there should be a meeting before the next full council meeting to co-opt new Cllrs. The Chairman explained that there was a National period of mourning and must be respected. Cllr Eastley suggested that the co-option should wait until the next full PC meeting in May as it was only a couple of weeks away. Cllr Eastley proposed the APM and next full PC meeting was held on the 4<sup>th</sup> May. All Cllrs agreed. Cllr Atkins did not vote. The Clerk interjected and explained that from 7<sup>th</sup> May physical meetings should resume. A court hearing and order is due after 19<sup>th</sup> April to lobby the Government regulation and continue with virtual meetings until full covid

restrictions are lifted after 21st June. Cllr Young suggested the sensible next meeting date would be the 7<sup>th</sup> May to vote for the Chair and Vice Chairman at the start of the new municipal year. Cllr Eastley proposed the APM and AGM PC meeting to be held on the 7<sup>th</sup> May. Cllr Young seconded. Unan.

*RESOLVED that the APM and AGM full PC meeting would be held on 7<sup>th</sup> May 2021 (either in the Youth Club or virtually due to future Government announcements).*

Cllr Young thanked everyone for attending the meeting and closed the meeting.  
Cllr Eastley thanked Cllr Young for all his hard work during his time with the PC, he would be sadly missed and wished him well for the future. Unan.

Meeting closed at **8.32pm**

Chairman:

Date:

**7. 2021/2022 Meeting Dates** – provisionally approve PC meetings dates for 2021/2022 (Covid19 pending):

### **Meeting Dates 2020/21**

Meetings of the Parish Council will be held at 7.30pm in the Committee Room at the Village Hall. The Agendas are posted on the notice boards about five days before each meeting and any changes to the programme or additional meetings will also be advertised on the Notice Boards.

The Public are welcome to attend and will be given the opportunity to comment.

### **Council Meetings**

#### **Dates of meetings for May 2021 – May 2022:**

7 May 2021 including the Annual Parish Meeting

21 June 2021

5 July 2021

August 2021 – no meeting

6 September 2021

4 October 2021

1 November 2021

6 December 2021

3 January 2022

7 February 2022

7 March 2022

4 April 2022 including the Annual Parish Meeting

9 May 2022

#### **8. Clerk's Report:**

##### **i) Internal Auditor Appointment – P. Clapham**

The Internal Auditor, Penny Clapham BA (Hons) PSLCC is a Parish Clerk and RFO to Kenn Parish Council & Bampton Town Council. She is fully independent of the Council and is able to report to the Council in her own name.

Update: 23/4/21 – The Clerk and internal auditor, Penny Clapham, met via Zoom to go through the PCs accounts. It was a very productive meeting, and she will send LPC her final internal auditors report in due course.

The main point that came from the meeting was she was happy that LPCs ongoing finances (expenditure/receipts) were in order, clear and explained.

- ii) **Play Area Zoom meeting** with EDDC Officer Jamie Buckley and volunteers.

**MINUTES OF A VIRTUAL ZOOM PLANNING MEETING OF LYMPSTONE PLAY AREA  
HELD AT 11.00PM ON FRIDAY 26<sup>TH</sup> MARCH 2021.**

Present:	
EDDC Officer	J. Buckley
Parish Cllrs	K. Rogers (Chair) and K. Hill
Volunteers	L. Goode, A.Hampson, L. Millard, R. Sissons,
Clerk	L. Tyrrell
Apologies	C. Lambert

The Chair welcomed and thanked everyone for attending. She also welcomed **EDDC** Engagement and Funding Officer, Jamie Buckley.

**1. Funding:**

Jamie updated and showed all present the most up to date information and funding available to Lympstone:

- a) Community Infrastructure Levy (CIL) Neighbourhood Proportion - £1,825. This money is directly sent to Lympstone Parish Council (LPC), LPC decide how to spend it on infrastructure e.g. the play area
- b) Section 106 play - £3,609.10. Specifically, for play area equipment e.g. swing, slide, roundabout.
- c) Section 106 sport - £3,798.18. Specifically, for sports. There is a specific process to follow whereby you gather in ideas for sports projects from the local community, LPC can also put forward any ideas. Depending on what comes back and what is affordable, eligible and possible it can be added to the play area project e.g. climbing wall, trim trail.
- d) Section 106 Open Space - £7,263.84. This can be spent on allotments, amenity open space, sport, parks, children's play or youth play. LPC need to discuss the categories and allocate the money. It needs to be recorded in the minutes during a formal PC meeting. Eg 'children's play' and put towards the play area.
- e) Youth play at Candy's Field - £27,376.09. Equipment for the 'youth' of the parish (aged 11/12 and older), in conjunction with what the youth want.

The Clerk queried the CIL money available and asked Jamie to check with Sulina at EDDC the actual money available. The Clerk believed this money had been revoked by EDDC.

Jamie explained that to access S106 money it was paramount that the community was initially asked what facilities or equipment they would like the money prioritised for.

Jamie added that where LPC had adopted a Neighbourhood Plan, this would normally identify projects. LPCs eligible and relevant projects the Section 106 (not CIL) funding could be spent on:

- A football / cricket field.
- Creating a new village green on land opposite the church.

The Clerk explained that LFC now had two new pitches to play on in Candys Field for their youth teams. She added that there was not a cricket field, but this had not been asked for in recent times – it was acknowledged that the current village cricket team played on a local school's field. The Clerk explained that the new village green was in the developmental stage and this would remain an open space for the Parish in front of the Church and would not include any play facilities but perhaps a couple of benches.

Lisa Millard asked if the Youth Play money now available could be used for the activity trail. Jamie agreed that it would depend on what the youth wanted but could complement what was already there.

## **2. Accessibility to funding:**

Jamie made the following recommendations to access this money:

- a) A consultation to find out what the youth of the Parish want to spend the money on.
- b) Approach the S106 money for sport first.
- c) S106 money for open space could be decided on where to be spent by LPC.

Sport money – use a local newsletter, website etc to publicise to the community the £3,609.10 to use on sport – what would the youth of the community like to see provided for that? EDDC had a template to support LPC with this. Ideas would be collated and LPC could add their own ideas. EDDC would work with the PC through the list and see what the eligible, affordable and possible projects were. A vote with the community may be necessary if there was more than one project that was eligible.

Rob Sissons asked if any digital surveys had been completed in the past and if this were something that could be done with the public consultation process. A survey could give the public options rather than leave answers too open and diverse. Jamie added that this would be the next stage as it should be open initially to collect ideas. The Chair explained that some members of the public did not have access to online surveys and could prefer to write. Jamie added that it would be up to LPC to best decide how contact should be made. There should be a central point of contact i.e. the clerk or central shop. Cllr Hill added that the main means of communication would be the Herald, the notice boards and the website. Lee Goode asked if there was a timeline to spend the money by and was there a drop box facility to collate ideas from the group. Jamie explained that the money would need to be spent asap, Jamie had been working with LPC for about two years on this and the sooner the better would be great to achieve the project. The Clerk added that she was not aware of a drop box facility but would like to set up a group email, so everyone was kept updated. The Clerk also explained that until physical meetings were possible, she was happy to arrange virtual meetings with the group to keep things moving forward.

## **3. Update of progress so far:**

The Clerk updated all present on what had been covered so far: Meeting between LPC and EDDC officers on site, viewed and discussed the play area. (July 2019). The Clerk had asked the pre-school, primary school, and the youth club for their ideas. The Clerk had prepared a PowerPoint to support ideas and had sent it to the Headteacher of Lympstone Primary School and Youth Club leader (May 2020). The YC leader had added it to social media but no responses had been received from either. Preschool had initially sent the Clerk parent's ideas in September 2019, but this would now need updating.

The Clerk and LPC Chair had met with a Higgs representative and received a quote regarding the play area and discussed what could be done (2019). It was suggested that the basket swing could be kept, and the rest of the play area could be completed in sections. The cost would be approx. £25,000. But LPC felt that the cost would be more in the region of £50-£60,000 to complete, including a new fence, complete resurfacing, and new equipment.

Alex Hampson joined the meeting and added that he had spoken, at length, with Matt Healey who had been involved and led the Knowle play park refurbishment and had been extremely helpful with advice. Alex had also viewed the new play area at Exton. Alex thanked Jamie for all her help with contact details.

## **4. Jamie reiterated the following steps:**

- a) Do a call for community sports projects for the £3,798.18 of Section 106 sports money. Jamie added that she was happy to plan and help with this.

- b) Ask the 'youth' in the parish what they would like with the £27,376.09. It maybe that at least some of these monies could be added to the play area project. Again, Jamie was happy to plan and support with this.
- c) LPC to select a category/categories to spend the Open Space monies on, £7,263.84 and Minute that as part of the full council meeting.
- d) LPC could also consider putting the CIL Neighbourhood Proportion towards the play area.

Jamie added that the use of a climbing wall or ground level trampoline in the play area could tap into the sport money.

Cllr Rogers asked if the play area could be extended or whether it would need planning permission. Alex believed that as the land was owned by LPC then this could be done within reason without permission. Cllr Hill believed there was no caveats or covenants on the field to prevent this area from being extended. The Clerk added that the school's use of the field would need to be considered.

*ACTION that the Clerk and LPC discuss this and the terms of use of the field.*

Jamie added to access the sport money the whole community would need to be involved with the consultation for their ideas. The Youth money would need to be specifically targeted for 11 – 16/17yr olds.

*ACTION: That the Clerk send Jamie contact details for the youth linked groups in the Parish:*

*Parents and carers of children under the age of 5.*

*Primary school age children.*

*Those aged 11-14/16.*

Jamie added that the group knew the local area and it was up to the group how to target and communicate with the youth in the best way. Jamie would help and be involved as much as the group would like.

The Clerk asked if the 'play' and 'sport' consultations had to be completed separately or whether they could be combined. Jamie suggested to shelve the play and focus on the sport as the play could link in after. She added to do a call for the community sport ideas then figure out the money available for play and this could be potentially added together. LPC could always agree to add the open space money to the play areas.

Alex asked if the community could be first asked what they would like and then allocate the money where it could be spent rather than 'best fit' suggestions to the money available. Jamie explained that due to the procedures to access the money, a public consultation would have to take place first with the set amounts given to the public then eligible items would have to be included in the design of the play areas.

Alex agreed and added that if the community were asked for an overview, money could be applied appropriately to the guidelines to access the funding. Additional money necessary could come from other charities or business donations. Rob added that the pots of money available would not be enough and additional external funding would have to be added. Local businesses could sponsor equipment and have their recognition provided on a plaque. Alex agreed with Rob and explained that this funding available was a start but more work at this stage would be needed to target specific businesses and charities for funding and give them public recognition of their generosity. Rob added that crowdfunding was also a very successful way of raising money. Lisa added that external pots were the way forward as the local school had very little funds themselves rather than also try to raise money for the local park. The Clerk added that she knew larger companies or businesses



often had funding allocated for charities or schemes in the community that they could donate to. Jamie explained that this external funding could be looked in to and added to the same pot as applying for the money available from EDDC. Jamie added that there was a Crowdfunder scheme through EDDC which would match funding up to £10,000. As long as the design took account of the different pots of money to be spent then it could be accessed.

The Chair added that CTCRM had a covenant with the school and a few years ago helped fund the resurfacing of the play area. The Chair was the link Cllr to CTCRM. Alex added that he had contacted DIO and AMEY but they would not be able to help as their contributions went to a central fund. They had also recently paid for the play park by the Marine estate. The Marine Charity was better to tap into as the local school have 30-40% military children attend. The Chair added that her contact at CTCRM was Mark Latham and regularly spoke with him about the Parish. Lee explained that he was a Major that worked at the HQ and worked alongside Mark and had spoken with him about this. He had also been in touch with the Grants Officer for the Royal Marine's Navy Charity and was currently waiting her reply.

## 5. Members and next steps

The Chair explained that the group needed to agree what should happen next. She suggested the publicity of money available and public consultation. Alex agreed that the first step was the community engagement and what the different user groups wanted. He added that then target specific organisations for funding. Looking at companies and gathering quotes could be added in as and when necessary. 1. What does the community want and 2. How can it be funded?

The Clerk suggested a report was written for the Herald, the website and get the message out to the target group.

*ACTION that the Clerk write a report for the Herald, website and notice boards regarding the sport funding available to the youth of the community.*

The Clerk suggested that perhaps individuals could start writing to local businesses and investigating external grants available.

The Clerk added that a generic persuasive letter template could be used by the group. Alex explained that he did have a template he could share for all members of the group to use.

*ACTION that Alex would circulate the letter template.*

The Clerk also suggested that each member of the group read up and apply for one grant then report their findings back.

For example:

- Devon County Councillors Locality Budgets:  
<https://www.devon.gov.uk/democracy/councillors-nav/locality-budgets/>  
**(NB: Clerk is already aware of this grant system through DCC Cllrs who attend LPC meetings)**
- Crowdfunding. Access funding from the local community, as well as EDDC and DCC monies from Crowdfund Devon. Play area projects can be very successful. <https://eastdevon.gov.uk/grants-and-funding/grants-available-from-us/crowdfunding/> Jamie could help support the group through any crowdfunding campaign, as could Crowdfunder.
- Sign up to Devon Funding News: <https://www.devon.gov.uk/fundingnews/>
- National Lottery Awards for All:  
<https://www.tnlcommunityfund.org.uk/funding/programmes/national-lottery-awards-for-all-england>

- Local Lions Club or Rotary Club – enquire about any funds available for projects in the local area? To locate local Lions Club: 0845 8339502.  
To locate local Rotary Club: 01789 765411.
- CTCRM funding and may support a crowdfunding campaign.  
**(NB Lee is already doing this)**
- If the play area had a theme that fitted in with the local area, such as nature, the estuary, the marines etc then this could help you tap into different pots of funding.
- Devon Community Foundation grants:  
<https://devoncf.com/apply/apply-for-a-grant/>
- Talk to local businesses and see if they have any grants schemes or are willing to donate, especially nearby supermarkets.
- The Bloss Family Foundation had funding available to groups in Devon, Dorset, Somerset and Surrey. The project must help children and young people aged 18 or under from deprived backgrounds and/ or are mentally and/ or physically disabled to enjoy a better quality of life. Apply in writing to:  
The Bloss Family Foundation,  
Patrick Bloss,  
Beech Cottage,  
Links Road,  
Bramley,  
Guildford  
GU5 0AL.

Jamie reminded all that it was important to gather the children's ideas rather than what the parents or carers would like. Jamie added that schools and children focused centres were best to ensure that only their views were received.

*ACTION that the Clerk let Jamie have the main point of contact details and Jamie can arrange this directly with the leaders of children's groups.*

## 6. Any other business

The Clerk explained that LPC had ringed fenced £10,000 for 2021/22 for the play area. The Clerk shared an idea of families sponsoring the fencing posts surrounding the play area with a plaque of names as recognition. The PC had suggested the posts could be made from recycled plastic for longevity and in the colours of Lympstone – red, blue and green.

The Clerk asked the group to consider a group name to work with LPC and other external bodies. This would help with fluent and inclusive communication; aims/objectives/vision, applying for funding/grants, invoices, receipts, regulate and set boundaries for the group and individuals etc.

Eg. Group name - Acronym '**PLAY**' some ideas to represent:

**P**romoting Lympstone's **A**ctivity for **Y**outh

**P**romoting Lympstone's **A**ctive **Y**outh

**P**romoting **L**ifelong **A**ctive **Y**outh

**P**romoting **L**ifetime **A**ctivity for **Y**outh

**P**ositive Lympstone **A**reas for **Y**outh

**P**lanning **L**eisure **A**ctivities for **Y**oung

**P**laying, **L**aughing **A**ctivity for **Y**oungsters

**P**roviding Lympstone **A**ctivity for **Y**outh

*ACTION all members of the group let the Clerk know of any other suggested name or send her a vote of preference to one of the above.*

The Clerk also explained that another member of the public, Mrs Jane Moffat had offered to support the group to apply for large grants as she was experienced in doing this. The Clerk also shared the email received from Chloe Lambert (who had sent her apologies) that she had suggested contacting the Tick Tock group at the Church for 0-3yr olds, to hold physical fundraising activities once covid restrictions had lifted and to consider removing the basket swing as there was another one elsewhere in the field.

Alex asked when Candy's Field play areas would have their next external safety inspection. The Clerk was able to explain that this had happened today with Cllr Atkins meeting the inspector on site. A report would be due out and the Clerk would let everyone know the outcome. The Clerk also explained that LPC had agreed to give the play area a repaint as she had applied for a locality grant for street furniture and play equipment and this could be completed in the short term.

Cllr Hill asked when the next meeting would be. The Clerk explained a group meeting could be called by any member at any time.

*ACTION that the Clerk arrange a group meeting for a debrief of today's meeting and minutes as soon as.*

Meeting closed: 12.10pm

### iii) Finance - Payments / Financial summary / Budget report

#### Payments April 2021:

06/04/2021	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£26.00
08/04/2021	2818	Optima Graphics Topsham Ltd Inv: 26069 CANCELLED	£0.00
08/04/21	2819	EDDC - Schdule 2 Waste Collection and Disposal Inv: 50061435	£316.00
08/04/21	2820	L Tyrrell - wages March 2021	£953.08
08/04/21	2821	L Tyrrell - expenses March 2021	£101.63
08/04/21	2822	HMRC - NI March 2021	£21.96
08/04/21	2823	C Rowsell - Jetting gullies No. 6, 9, 13x2, 14, 19 Inv: 56	£285.00
08/04/21	2824	PVM Supplies - Public Toilets Inv: IN063552	£162.51
08/04/21	2825	ROSPA Play safety inspection Inv: 54232	£153.60
08/04/21	2826	DALC - Membership 2021/22 Inv: 2879	£468.60
15/04/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£64.00
15/04/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£82.00
15/04/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£69.68
29/04/21	2827	H. Trimblett - Whimble Joinery (Gulliford BG Info boards) Inv:INV0107	£595.00
29/04/21	2828	L Tyrrell - wages April 2021	£992.68
29/04/21	2829	L Tyrrell - expenses April 2021	£118.93
29/04/21	2830	HMRC - NI April 2021	£26.68
29/04/21	2831	Alison West - Bespoke Web Designs (plugin renewal) Inv: 2454	£17.00
30/04/21	FPI	Herald Advert - FLUID IDEAS LTD	900.00

**Receipts April 2021:**

01/04/2021	DC	EDDC - Precept + C tax support	23,500.00
07/08/2021	FPI	Herald Advert - Evernden D & J The Old Dairy	81.00
07/08/2021	FPI	Herald Advert - QUICK I G HOUSE ADVERT	15.00
08/04/2021	FPI	Herald Advert - JOHN GIL	45.00
12/04/2021	DC	DCC - Locality Grant for street furniture and equip	2,877.90
12/04/2021	FPI	Herald Advert - J P MOFFATT	28.00
16/04/2021	FPI	Herald Advert - L Banks Open art studio	25.00
19/04/2021	FPI	Herald Advert - MCKENZIE GAIL	10.00
23/04/2021	FPI	Herald Advert - LENDOLOGY CIC	225.00
23/04/2021	500025	Herald Advert - Terence Matthews 21/005	135.00
23/04/2021	500025	AG Real and Son - Down memorial	45.00
23/04/2021	500025	Western Power Wayleaves	7.54
23/04/2021	FPI	Herald Advert - TWIST AND SHOUT	100.00
30/04/2021	DD	PNET3453454-1	£41.59

<b>Financial Summary Report:</b>					
Opening balance 1st April 2021:					<b>95,828.47</b>
Total receipts (1st April 2021 to 30th April 2021)					<b>27,994.44</b>
Total Payments (1st April 2021 to 30th April 2021)					<b>4,495.94</b>
Running balance as of 30th April 2021:					<b>119,326.97</b>
<b>Balanced carried forward at 30/04/21:</b>					<b>118,468.56</b>

<b>Budget Monitoring 2021 - 2022</b>			
<b>Expenditure</b>			
<b>Code</b>	<b>Item</b>	<b>Budget</b>	<b>Spent</b>
G	VAT	£4,000.00	£115.48
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£11,000.00	£1,019.36
K	Clerks Expenses	£900.00	£65.99
L	Office expenses	£1,200.00	£52.94
M	Village Hall Hire	£0.00	£0.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£650.00	£415.00
P	Courses, Travel etc	£500.00	£0.00
Q	Insurance, Audit, Elections	£3,500.00	£0.00
R	Miscellaneous	£1,000.00	£0.00
S	Herald Printing	£4,500.00	£0.00
T	A Western	£3,500.00	£0.00
U	Grass and hedge cutting	£1,000.00	£0.00
V	Other Maintenance	£1,500.00	£0.00
W	General tree work inc Candys Field	£500.00	£0.00
X	Bin emptying	£750.00	£0.00

Y	Handyman	£4,000.00	£0.00
Z	Notice Boards - Maintenance	£100.00	£0.00
AA	Play Equipment Mtce	£1,000.00	£128.00
AB	Lighting in Candy's field	£800.00	£66.19
AC	Toilets inc: wages, consumables, rsates, elec, utilities, repairs	£5,000.00	£135.42
AD	Flood equipment and Maintenance	£300.00	£0.00
AE	LFRG expenses	£400.00	£0.00
AF	Gulliford Cemetery	£800.00	£0.00
AG	Burial Ground	£500.00	£0.00
AH	Youth Club Building Maintenance	£500.00	£0.00
AI	YC Utilities	£1,000.00	£140.30
AJ	Website etc	£500.00	£17.00
AK	Adverse weather	£200.00	£0.00
AL	Gully cleaning and jetting	£2,000.00	£285.00
AM	Parishes Together	£1,500.00	£0.00
AN	Community Hub Projects	£3,000.00	£0.00
AO	Cont to repairs to VH Car Park	£500.00	£0.00
AP	DCC Funding	£0.00	£0.00
AQ	YC Recharge	£0.00	£0.00
AR	Emergency funding	£5,000.00	£0.00
AS	Gulliford BG (HLF)	£5,024.00	£595.00
	Total	£63,924.00	£2,920.20
	Add VAT		£115.48
	Total		£3,035.68

Code	Receipts - Budget Performance 2021-2022	Budget	Actual
F	Precept	47,000.00	23,500.00
G	Council Tax support grant	0.00	0.00
H	CIL	0.00	0.00
I	DCC re Candys Field	400.00	0.00
J	Herald Adverts	4,000.00	664.00
K	Burial fees	2,000.00	45.00
L	Lympstone FC re Cliff Field	50.00	0.00
M	Flower beds	0.00	0.00
N	Western power re Wayleaves	10.00	7.54
O	Miscellaneous (eg refunds)	0.00	0.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,500.00	0.00
R	External Grants	0.00	2,877.90
S	VAT Refund	5,000.00	0.00
T	Youth Club	1,500.00	0.00
U	VHMC car park	411.00	0.00
V	MoD Community Covenant	0.00	0.00
W	DCC error	0.00	0.00
X	Community Hub Projects Income	0.00	0.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	6,650.00	0.00

	Total	68,621.00	27,094.44
	Allocated balances 31st March 2021		
	Elections	2000	0
	Reserve for Village hall car park	1500	0
	NP Projects	6000	0
	Works to Youth Club	1000	0
	Public Conveniences	5000	0
	Play area	10,000	0
	Emergency funding	5000	0
	Total allocated balances	30500	0

iv) **Clerk's Action List - Lymington Parish Council: Clerks Action List – March 2021**

Month and Minute	Response	Date Actioned
Mar – 21/13	<b>Wotton Brook</b> – 1) Clerk contact the EA and SWW regarding the rulings of testing a designated river. 2) Clerk work with the interested member of the public regarding the Wotton Brook.	EA 10/3 SWW 10/3 12/3, 17/3
Mar – 21/15	<b>East Devon Plan</b> - Clerk arrange a meeting to discuss an appropriate response from LPC with two or three Cllrs.	6/3
Mar – 21/17	<b>Bank Account</b> – 1) Clerk would discuss this with the internal auditor before proceeding. 2) If the internal auditor agreed, the Clerk would open a new bank account.	
Mar – 21/19 Planning Applications	<b>21/0395/TRE - T1, Walnut</b> : Reduce eastern aspect by 3m away from new dwelling, MDC 50mm; crown raise to 2.5m above ground level, MDC 25mm; remove major deadwood Reason for works: To reduce over dominance over small garden, appropriate arboricultural management at Blue Haze. Recommendation: <b>Object</b> This walnut tree is a beautiful specimen that has been growing for many years and a feature on the skyline and is the subject of a TPO 91/0009/TPO. LPC are concerned that if this tree is pruned to the extent proposed then it will not tolerate this and ultimately die. LPC are also concerned with the disappearance of a cherry tree that was situated on this site and believed it to have had a TPO. LPC would like the tree officer to investigate this. <b>21/0394/TRE - T1, Beech</b> : Reduce height by a maximum of 1m, MDC 25mm.; reduce southern half of tree by no more than 3m, MDC 75mm; reduce northern half of tree by 3-4m to match southern aspect, MDC 100mm; operations to leave a well balanced crown. Reason for works: Due to nearby trees that have now been removed by others the tree is out of shape and has some long extending branches that if left will become unstable at Fircones Recommendation: <b>Support</b> <b>21/0409/FUL</b> - Construction of single storey rear extension at 34 Jackson Meadow Recommendation: <b>Support</b> <b>21/0467/FUL</b> - Construction of rear first floor extension and rear canopy at 2 Malt Field. Recommendation: <b>Support</b> <b>21/0260/VAR</b> - Variation of condition 2 (approved plans) of planning permission 17/1015/FUL (Construction of first floor extension and associated balcony to rear, and construction of second floor balcony to rear) to install additional dormer to the front elevation at second floor. At 6A Dawlish Park Terrace. Recommendation: <b>Object</b> Due to the unclear nature of the plans submitted, it is difficult to make a valued assessment of	Clerk submit the recommendations from LPC to EDDC 2/3

	this application - the proposal would appear to be overdevelopment and out of keeping for the area.	
Mar – 21/19	26/2/21: <b>21/0354/FUL</b> – Change of use of land from agricultural to domestic to provide a driveway to Blue Haze and construction of an agricultural storage building. Clerk arrange a site meeting and follow up with a public Zoom planning meeting.	5/3 site meet 8/3 zoom meet 15/3
Mar – 21/21.1	<b>Trees in Candys Field</b> – 1) Clerk visit Candys field with Lympstone tree warden and discuss the necessary work. 2) Clerk would let Lympstone Primary School know that this work would be completed in the Autumn.	10/3
Mar – 21/22	<b>Railway embankment</b> - Clerk add this information to the Herald for volunteers	2/3
	<b>PC Zoom Planning Meeting 15/3/21 at 2pm:</b>	
Mar – 21/25	<b>21/0354/FUL</b> – Change of use of land from agricultural to domestic to provide a driveway to Blue Haze and construction of an agricultural storage building. Recommendation: <b>Object</b> 1)Clerk send the recommendation of object from LPC to EDDC. 2)Clerk find out the rules for the appropriate use for an agricultural field from EDDC. <i>Phone call received Martin Prew re Campsite 19/3</i> 3)Clerk contact the tree warden and request his opinion regarding the Oak tree on the site.	24/3 Send the recommendation from LPC to EDDC: 2)17/3 3)15/3
	<b>21/0567/FUL</b> - Retention of field access (retrospective application) at Gulliford Close. Recommendation: <b>Object</b> Lympstone Parish Council are concerned that this planning application proposes a new site entrance off a Close. A Close is defined as a dead-end street with no additional access. This access also crosses a footpath which is illegal. Gulliford Close is home to where many families reside and children openly play, it is not a safe or suitable place for an entrance to an agricultural field for use of farm vehicles. The field already has other access off the Highway and does not need an additional one through a residential area. The current road surface in the Close is unsuitable for farm machinery and vehicles. LPC are concerned this would set a precedent for other landowners to create any access they desire to land and fields.	24/3 Send the recommendation from LPC to EDDC.
	<b>Play Area Zoom Meeting 26/3/21 at 11am:</b>	
No. 4 No.5	Clerk to send Jamie contact details for the youth linked groups in the Parish. Clerk to let Jamie have the main point of contact details and Jamie can arrange this directly with the leaders of children's groups.	28/3
No. 5	Clerk to write a report for the Herald, website and notice boards regarding the sport funding available to the youth of the community.	April ed
No. 6	Clerk to arrange a group meeting for a debrief of today's meeting and minutes as soon as.	Emailed - Tbc
Additional actions:		
	Herald Report	2/3
	Emailed planning west with agreed planning decisions	2/3
	Report and update on Gulliford burial ground to HLF	5,10/3
	Site meeting arranged	8/3
	Zoom PC planning meeting arranged	8/3 for 15/3
	Minutes from planning meeting 15/3/21	17/3
	Monthly PC Defib report x2	10/3
	Play area working group Zoom meeting with EDDC, volunteers and Cllrs re play area in Candys field	Ongoing 24/3, 26/3
	Burial – memorial (Gallagher)	17/3
	Internal auditors identified x3 for quotes	18/3
	Met contractor for new fence between LPS and Candys field	22/3
	Election nomination forms	22/3
	Election notices posted	22/3
	Minutes from Play area meeting 26/3	29/3
	Nomination forms scanned and physically submitted and received by EDDC	31/3
	End of year finance preparation for internal auditor	31/3

## Clerk's Action List - Lympstone Parish Council: Clerks Action List – April 2021

Month and Minute	Response	Date Actioned
Mar – 21/13	<b>Wotton Brook</b> – 1) Clerk contact the EA and SWW regarding the rulings of testing a designated river. 2) Clerk work with the interested member of the public regarding the Wotton Brook.	EA 10/3 SWW 10/3 12/3, 17/3
Mar – 21/17	<b>Bank Account</b> – 1) Clerk would discuss this with the internal auditor before proceeding. 2) If the internal auditor agreed, the Clerk would open a new bank account.	
Mar – 21/21.1	<b>Trees in Candys Field</b> – 1) Clerk visit Candys field with Lympstone tree warden and discuss the necessary work. 2) Clerk would let Lympstone Primary School know that this work would be completed in the Autumn.	10/3
April – 21/30 Planning Applications	<p>21/0490/FUL - Proposed new dwelling and car port at Land Adjacent To 21 Strawberry Hill Lympstone. Recommendation: <b>Support</b> LPC support this application subject to clarification on the plan of the exact position and location of the proposed building on the site. LPC also require further information regarding the sewage; why it could not be linked to the mains sewer as there are concerns that a soakaway would end up polluting the Wotton Brook.</p> <p>21/0704/FUL - Construction of 2 x dormer windows to existing garage roof at 5 Barnridge Recommendation: <b>Object</b> Due to the overdevelopment of the site and out of keeping with a garage building.</p> <p>21/0720/FUL - Raising of ridge line and construction of single storey infill extension, dormer window with balcony, porch and patio with steps; alterations to windows at Lympstone Cottage. Recommendation: <b>Support</b></p> <p>21/0877/FUL - Construction of rear dormer window and first floor extension including balcony at 4 Underhill Close. Recommendation: <b>Object</b> Due to the severe impact on the neighbours being overlooked, intrusive and denied privacy. It is a completely out of keeping and over development of the area.</p> <p>21/0894/VAR - Variation of Condition 2 [plans condition] of application 20/0695/FUL [Construction of single storey rear and side extensions including roof terrace (revision to 19/2682/FUL)] to allow a side balcony above the extended garage; variation of Condition 3 of application 20/0695/FUL removed to allow west side of rear terrace screen to be at height of 1.1m at 42 Jackson Meadow. Recommendation: <b>Object</b> Due to the neighbours being overlooked and loss of privacy. The proposal is completely out of keeping with the area and the plans provided are inadequate.</p> <p>21/1007/FUL - Proposal: Proposed roof extension Location: High Meadow Greenhill Avenue Lympstone Exmouth EX8 5HW Recommendation: <b>Support</b></p>	13/4 Clerk submit the recommendations from LPC to EDDC
<b>Additional actions:</b>		
	Herald Report	3/4
	DCC and Police crime commissioner nomination notices	9/4
	Emailed planning west with agreed planning decisions	13/4
	Minutes from PC meeting 12/4/21	15/4
	Operation London Bridge plan	15/4
	Monthly PC Defib report x2	18/4
	S106 money for sport consultation notices	19/4
	Play area working group – emails, meetings on site with volunteers (21/4)	Ongoing
	Gulliford Joint committee – emails, notice boards, gates, insurance, meeting, HLF finances	Ongoing
	Internal auditor info Zoom meeting with internal auditor	8/4 23/4
	Meeting on site with Cllrs and Play area volunteers. Minutes	29/4



9. Clerk's pay and scale – Current pay scale 10 £11.08per hour:



t: 020 7637 1865  
e: nalc@nalc.gov.uk

w: www.nalc.gov.uk  
a: 109 Great Russell Street,  
London WC1B 3LD

26 AUGUST 2020

**E01-20 | 2020-21 NATIONAL SALARY AWARD**

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2020-21 to be implemented from 1 April 2020.

The annex below lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These calculations have been checked by the ALCC and are based on the changes agreed by the NJC. These should be applied from 1 April 2020.

Due to the introduction of the national living wage, the NJC agreement included the introduction of a new pay spine on 1 April 2019. Reference to the former pay scales has been removed. However, if you wish to see how the old spinal column points and scale ranges translated to the new scales, these are set out in E02-18.

SCP	1 April 2019		1 April 2020		Scale ranges Based on SCP
	£ per annum	£ per annum	£ per annum	* £ per hour	
1	£17,364	£9.02	£17,842	£9.27	Below LC Scale (for staff other than clerks)
2	£17,711	£9.21	£18,198	£9.46	
3	£18,065	£9.39	£18,562	£9.65	
4	£18,426	£9.58	£18,933	£9.84	
5	£18,795	£9.77	£19,312	£10.04	
5	£18,795	£9.77	£19,312	£10.04	LC1 (5-6) (below substantive range)
6	£19,171	£9.96	£19,698	£10.24	LC1 (7-12) (substantive benchmark range)
7	£19,554	£10.16	£20,092	£10.44	
8	£19,945	£10.37	£20,493	£10.65	
9	£20,344	£10.57	£20,903	£10.86	
10	£20,751	£10.79	£21,322	£11.08	
11	£21,166	£11.00	£21,748	£11.30	
12	£21,589	£11.22	£22,183	£11.53	LC1 (13-17) (above substantive range)
13	£22,021	£11.45	£22,627	£11.76	
14	£22,462	£11.67	£23,080	£12.00	
15	£22,911	£11.91	£23,541	£12.24	
16	£23,369	£12.15	£24,012	£12.48	

17	£23,836	£12.39	£24,491	£12.73	
18	£24,313	£12.64	£24,982	£12.98	LC2 (18-23) (below substantive range)
19	£24,799	£12.89	£25,481	£13.24	
20	£25,295	£13.15	£25,991	£13.51	
21	£25,801	£13.41	£26,511	£13.78	
22	£26,317	£13.68	£27,041	£14.05	
23	£26,999	£14.03	£27,741	£14.42	
24	£27,905	£14.50	£28,672	£14.90	LC2 (24-28) (substantive benchmark range)
25	£28,785	£14.96	£29,577	£15.37	
26	£29,636	£15.40	£30,451	£15.83	
27	£30,507	£15.86	£31,346	£16.29	
28	£31,371	£16.31	£32,234	£16.75	
29	£32,029	£16.65	£32,910	£17.10	LC2 (29-32) (above substantive benchmark range)
30	£32,878	£17.09	£33,782	£17.56	
31	£33,799	£17.57	£34,728	£18.05	
32	£34,788	£18.08	£35,745	£18.58	
33	£35,934	£18.68	£36,922	£19.19	LC3 (33-36) (below substantive range)
34	£36,876	£19.17	£37,890	£19.69	
35	£37,849	£19.67	£38,890	£20.21	
36	£38,813	£20.17	£39,880	£20.73	
37	£39,782	£20.68	£40,876	£21.25	LC3 (37-41) (substantive benchmark range)
38	£40,760	£21.19	£41,881	£21.77	
39	£41,675	£21.66	£42,821	£22.26	
40	£42,683	£22.18	£43,857	£22.79	
41	£43,662	£22.69	£44,863	£23.32	
42	£44,632	£23.20	£45,859	£23.84	LC3 (42-45) (above substantive benchmark range)
43	£45,591	£23.70	£46,845	£24.35	
44	£46,732	£24.29	£48,017	£24.96	
45	£47,896	£24.89	£49,213	£25.58	
46	£49,101	£25.52	£50,451	£26.22	LC4 (46-49) (below substantive range)
47	£50,318	£26.15	£51,702	£26.87	
48	£51,429	£26.73	£52,843	£27.47	
49	£52,869	£27.48	£54,323	£28.23	
50	£54,194	£28.17	£55,684	£28.94	LC4 (50-54) (substantive benchmark range)
51	£55,544	£28.87	£57,071	£29.66	
52	£57,397	£29.83	£58,975	£30.65	

53	£59,244	£30.79	£60,873	£31.64	benchmark range)
54	£61,099	£31.76	£62,779	£32.63	
55	£62,967	£32.73	£64,699	£33.63	LC4 (55-62) (above substantive benchmark range)
56	£64,812	£33.69	£66,594	£34.61	
57	£66,679	£34.66	£68,513	£35.61	
58	£68,510	£35.61	£70,394	£36.59	
59	£70,246	£36.51	£72,178	£37.51	
60	£72,019	£37.43	£74,000	£38.46	
61	£73,835	£38.38	£75,865	£39.43	
62	£75,701	£39.35	£77,783	£40.43	

\* Hourly rates

As per the national agreement, hourly rates are calculated by dividing annual salary by 52 weeks and then by 37 hours.

© NALC 2020

**10. Play Area Inspection March 2021.** ROSPA External inspector's report. Update – meeting on site with Cllrs and volunteers 29/4/21 immediate safety actions agreed.

**Meeting at Candy's Field LPC and Play area volunteers  
(Friends of Lympstone Open Spaces) – 29<sup>th</sup> April 2021 at 9.15am**

Present:	
Parish Councillors	D Atkins, D Beatty,
FLOS	Mr R and Mrs L Sissons, Mrs L Staddon, Mr A Hampson
Clerk	L Tyrrell

The Clerk introduced all Cllrs and FLOS members and thanked all for attending. She explained that the aim of the meeting was to look at the ROSPA External report (Mar 21) and discuss which safety aspects could be rectified in the short term and before the entire refurbishment of the play areas was completed. Cllr Atkins explained that the inspector would be back in June/July to check that safety repairs had begun on the current equipment.

Each item of equipment was inspected in turn and the following actions identified:

Item	Repaint	Replace	Remove	Other
<i>Toddlers play area</i>				
Train	Y	Safety caps Rotten wooden floor		
Slide	Y	Safety caps Rotten wood in roof Rotten wood in banister Sides of slide or entire slide and side pieces		
Basket swing	Y	Safety caps		Raise Level
House	Y	Safety caps Rotten roof panels		Secure roof
Benches	N			Secure into ground
Flooring	N			Refill gaps
Fencing	N		Top of posts only	Level top with half round post
<i>Activity Trail</i>				
Climbing rings	N	Tighten bolts (top)		Bottom of posts rotten
Tyre bridge	N		Y	
Rope cargo net climber			Y	
Green goal post	N		Broken metal parts of net	Reposition in field and install level
<i>Other items</i>				
MUGA	Y – white parts only	Bolt and covers	Chains on hoop	
Rapid ride sign				Move and attach to top of metal wire at far end of MUGA

*NB: LFC would need to inspect their own goal posts.*

**Next steps:**

- Repairs identified would take place imminently by volunteers. The necessary repair equipment of caps and wood to be identified and purchased.
- Additional volunteers would be sought to repaint the play equipment.
- Mr Sissons to identify and purchase the wood paint for play area: Red, Green, Blue and Yellow and metal paint for MUGA: White
- Set a date for volunteer working party to paint equipment.
- Clerk to contact Mr Shift It for a quote to remove identified items in activity trail and old green bench.

The large dead Oak tree in the field was also viewed. Mr Sissons suggested the trunk was kept and only limbs removed. The trunk could then be turned into a climbing wall. The Clerk agreed that she would ask the tree warden to check that the trunk was sound for this use. The Clerk asked Cllr Atkins to ensure the dead tree was not removed at this stage.

Meeting closed at **10.20am**.

### 13. Planning decisions

Date received	Planning application	EDDC decision and date
<b>DEC</b>		
24/12/20 expires 4/2/21	20/2882/FUL – Construction of first floor dormer, ground floor kitchen extension and replacement of side conservatory at The Laurels	<b>15/4 REFUSED</b>
<b>JAN</b>		
8/1/21 expires 5/2/21	20/2733/FUL – Construction of a new dwelling on Church Road at 3 Withalls Gardens.	<b>28/4 APPROVED</b>
<b>FEB</b>		
5/2/21 expires 4/3/21	21/0353/FUL – New rear and front replacement dormer windows, new front canopy and external and internal alterations at 6 Harefield Cottages.	<b>23/4 APPROVED</b>
10/2/21 expires: 5/3/21	21/0395/TRE- T1, Walnut : Reduce eastern aspect by 3m away from new dwelling, MDC 50mm; crown raise to 2.5m above ground level, MDC 25mm; remove major deadwood Reason for works: To reduce over dominance over small garden, appropriate arboricultural management at Blue Haze	<b>14/4 APPROVED</b>
10/2/21 expires: 5/3/21	21/0394/TRE – T1, Beech : Reduce height by a maximum of 1m, MDC 25mm.; reduce southern half of tree by no more than 3m, MDC 75mm; reduce northern half of tree by 3-4m to match southern aspect, MDC 100mm; operations to leave a well balanced crown. Reason for works: Due to nearby trees that have now been removed by others the tree is out of shape and has some long extending branches that if left will become unstable at Fircones	<b>14/4 APPROVED</b>
<b>APRIL</b>		
8/4/21 Expires: 1/5/21	21/1007/FUL - Proposed roof extension at High Meadow, Greenhill Ave	<b>5/5 APPROVED</b>

### 14. Facilities and estates

Highlighted items:

1. Seats in Candys field inc. fixings for the new seat in YC.
2. Flower bed outside public toilets and the train station bank planting.
3. Phone booth.
4. Gate lock.
5. Waste bin location The Rag and top of Strawberry Hill – *(The Rag currently with EDDC)*
6. County road signs.