



LYMPSTONE PARISH COUNCIL

Clerk to the Council: Miss L Tyrrell
c/o Minnows,
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Chairman: Cllr Kathy Rogers
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15th June 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 Monday 21st June 2021 in the Function Room 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 (NB Spaces will be limited). 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.

The agenda and all attachments can be found online at www.lympstone.org.

Miss L Tyrrell
Clerk to the Parish Council

AGENDA

	Public session	7.30
1	INFORMATION: Apologies	7.45
2	ACTION: Minutes To confirm the minutes of the APM and PC meeting held on the 7 th May 2021 attached, the PC Part B minutes 21 st May 2021 and 1 st June 2021.	7.50
3	INFORMATION: To receive any Declarations of Interest	7.55
4	Clerk's Report (see attachments): ACTION i) Annual Audit 2020/21 Internal Auditor's certificate attached. ii) Annual Audit 2020/21 Governance Statement. iii) Annual Audit 2020/21 Accounting statements. iv) Notice of public rights. v) LPC Financial Regulations Policy – Review and update vi) Correspondence received – Mr C Fayers INFORMATION: vii) FLOS update and additional funding viii) Finance - Payments / Financial summary / Budget report ix) Clerk's Action List	8.00
5	ACTION: Clerk appraisal. Set a date and agreed Cllrs to review the Clerk's training and workload for 2021-22	8.10

6	ACTION: Footpath - To discuss footpath No.7 raised by Cllr Ingham.	8.15
7	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.20
8	ACTION: Planning applications 21/1512/FUL - Erection of a sustainable zero carbon live/work development to include creation of a productive landscape rich in biodiversity at Land North East Of Atlantis Courtlands Lane 21/0614/LBC - Extension on rear north elevation (Revised scheme under application 19/0436/LBC) and repairs to original roof structure; construction of fence along south west boundary and gate along south boundary at 1 Lower Harefield Lodge 21/1361/FUL - Single storey outbuilding for use as a store to front at Underhill House 21/1516/MRES - Reserved matters for conditions 1-27 previously discharged on application 20/0993/MRES at Goodmores Farm 21/1516/MRES - Partial reserved matters application (layout, scale, appearance and landscaping) pursuant to outline planning permission 14/0330/MOUT for 191 residential units, associated roads, open space (informal) and an attenuation basin at Goodmores Farm 21/1626/TCA - 2 x trees on bank by car park - prune back lateral limbs extending over car park by 3 metres at the Railway Station. 21/1587/FUL - Replacement outbuilding barn with like for like barn to include a garage, store and annexe at Atlantis 21/1560/FUL - Rebuild of barn to approved conversion under application 18/0478/FUL at Atlantis.	8.25
9	INFORMATION: Planning decisions (see attached)	8.40
10	INFORMATION: Reports of Lead Councillor Any reports requiring a decision are attached. Facilities and Estates - Cllr Atkins, Cllr Tyrrell See attached highlighted items from Cllr Atkins. Communications: <i>Vacant</i> Transport and Parking: Cllr Hill Planning: All Cllrs Community: <i>Youth Club:</i> Cllr Payne, <i>Friends of Lympstone Open Spaces:</i> Cllr Beatty, Cllr Payne, <i>Village Hall:</i> Cllr Hill, <i>Neighbourhood Plan:</i> Cllr C Eastley, Cllr R Eastley, <i>CTCRM:</i> Cllr Rogers, <i>Community Hub:</i> Cllr Linfoot, <i>Police Advocate:</i> Cllr Hill Environment: <i>Lympstone Flood Resilience Group:</i> Cllr Atkins, <i>Exe Estuary:</i> Cllr Beatty, Cllr Hill (<i>EEMP rep</i>), Cllr Staddon, Harbour dredging - Cllr Staddon to report and update on the dredged sludge from the Harbour. <i>Wotton Brook:</i> Cllr Staddon, Cllr Tyrrell, Cllr R Eastley, <i>Emergency Plan:</i> Cllr Linfoot, <i>Allotments:</i> Cllr Atkins (<i>Trustee</i>), Cllr Beatty, Cllr C Eastley, <i>Trees:</i> Cllr Tyrrell (<i>Warden</i>) Heritage and Structure: <i>Gulliford Joint Committee and Friends of Gulliford Burial Ground:</i> Cllr Rogers, <i>Exe Estuary Trail:</i> Cllr Carter Finance, Grants, Funding and Compliance: All Cllrs	8.45
11	DISCUSSION: Matters raised by Councillors	8.50

**MINUTES OF AN ANNUAL PARISH MEETING MEETING HELD IN
THE VILLAGE HALL AT 7.00PM ON FRIDAY 7TH MAY 2021.**

PRESENT:	
Councillors	D Atkins, D Beatty, C. Carter, R Eastley, K Hill and K Rogers
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	B Ingham and G Jung
Public	8 members

21/32 Apologies

None

21/33 Chairman

The Chairman read her report:

Hello and welcome to tonight's Annual Parish Meeting.

This year has been a very unusual year and as we look forward to the future, let's hope things will be better and brighter for all.

Firstly, I would like to say thank you to the village hall for allowing us to hold meetings tonight and host their first open meeting. We have received reports from the following groups in the parish – the flood resilience group, Friends of Gulliford Burial Ground, Heathfield Allotments, the history society, the telephone box book swap and the Community Hub. To read their full reports, please visit the village website.

May I say a special thank you to Mary Turner for taking on the telephone box book swap, Angela Coles for all her work with Gulliford burial ground, Phil Corcos for his hard work with the flood resilience group, and Linda Lyons for providing community lunches during lockdown. During lockdown, the Parish Council have refurbished the public toilets and employed a new cleaner to look after them. The PC have also created a new group called Friends of Lymptone Open Spaces. Their first project is working towards fundraising for the refurbishment of the entire play area and activity trail in Candy's Field.

Sadly, Lymptone has lost a very important community group, the WI.

May I say a big thank you to our Parish Council Clerk for all the hard work that has been done through lockdown.

21/34 Clerk

The Clerk explained that as she reported every month at the PC meeting, she had nothing more to report.

21/35 County Councillors

None.

21/36 District Councillors

Cllr Jung thanked the Clerk of LPC for all her hard work during the last 14 months during the pandemic. He also thanked the Officers and staff at EDDC for their continued hard work and adapting to working from home to keep everything running during the last 14 months. Cllr Ingham reiterated Cllr Jung's words. He then brought up the footpath across the field between Courtlands and Sowden edge. He added that a long-term solution had to be found to fencing off the footpath or revert the path back to the drive of the house. The footpath had become too muddy and dangerous and had to be resolved this Summer. He asked the PC to consider this footpath issue and what could be done. Cllr Atkins explained that public using the footpaths have started to wander off the mapped tracks and were abusing the fields with litter and dog mess. He added that people were using these open spaces to host their own social gatherings believing it was open land and were entitled. He explained a clear boundary was necessary between footpaths and the

agricultural land. Cllr Ingham explained that people should not have to walk through mud. Cllr Rogers interjected and explained that this issue would be added to the next PC agenda.

21/37 Working Groups

Nothing to report.

The Chair thanked all the groups in the Parish who had submitted their reports to the meeting. She explained that they were full and detailed reports that could be found on the website. Cllr Atkins added that these reports had been available and attached on the agenda for the meeting.

21/38 Lympstone Flood Resilience Group

See attached.

21/39 Gulliford Burial Ground

See attached.

21/40 Heathfield Allotments

See attached.

21/41 History Society

See attached.

21/42 Telephone box book swap

See attached.

21/43 Lympstone Community Hub

See attached.

21/44 Any further questions

None

Meeting closed at **7.20pm**

Chairman:

Date:

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON FRIDAY 7TH MAY 2021.**

PRESENT:	
Councillors	D Atkins, D Beatty, C. Carter, R Eastley, K Hill and K Rogers
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	B Ingham and G Jung
Public	8 members

21/45 Election of Chairman for 2021/2022

Cllr Rogers welcomed all members and asked for a proposal of a Chairman. Cllr Eastley pointed out that this year had been a difficult year and one like no other, he felt Cllr Rogers, Cllr Young and the Clerk had done a wonderful job to keep everything running during the lockdowns. Cllr Eastley proposed Cllr Rogers to continue. Cllr Hill seconded. Unan.

The Chairman signed a Declaration of Acceptance of Office. And read it out to all present.

RESOLVED that Cllr Rogers be elected Chairman for the Municipal year.

Cllr Atkins raised a point of order. He believed that the rules of a Chairman should hold office for two years and then there should be a change in Chairman. Cllr Eastley added that this was not an official rule and due to the extreme circumstances of this year the Chair should continue. He added that if Cllr Atkins wanted to propose a rule in the future he could do so.

21/46 Election of Vice Chairman for 2021/2022

Cllr Rogers proposed Cllr Hill for the position of Vice Chairman and Cllr Beatty seconded. Unan. The Vice Chairman signed a Declaration of Acceptance of Office. And read it out to all present.

RESOLVED that Cllr Hill be elected Vice-Chairman for the Municipal year.

Public session

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

One member of the public asked to speak on planning application 21/0938/FUL and 21/0939/LBC. The Chair agreed to let the member of the public speak at the time of the application.

21/47 Apologies

None

21/48 Minutes

PC Meeting held on 1st March 2021

PC Planning Meeting held on 15th March 2021

PC Meeting held on the 12th April 2021

Cllr Atkins proposed the minutes of the 1st, 15th March and 12th April were accurate. Cllr Beatty seconded. Unanimous.

RESOLVED that the PC minutes of the meeting held on 1st, 15th March and 12th April 2021 be confirmed as a correct record and signed by the Chairman.

21/49 To receive any Declarations of Interest

Cllr Eastley declared an interest with 21/0894/VAR.

21/50 Casual Vacancy and Co-option of Parish Councillors

The Clerk welcomed the members of the public who wished to be co-opted on to the PC. As there were six candidates for five vacancies it was put to a blind vote by the current Cllrs. The Clerk counted the votes and handed the results to the Chairman. The Chairman announced the following candidates had successfully been co-opted on to the PC: Carol Eastley, Joanne Payne, Nicholas Linfoot, Lisa Staddon, David Tyrrell.

RESOLVED that each new Cllr read and signed the declarations in front of the Clerk.

21/51 Meeting Dates 2021/22

The Chairman suggested that the meeting date in July to be changed and proposed the later date of Monday the 19th July. Cllr Beatty seconded. Unan.

RESOLVED that the PC meeting date in July was moved to Monday 19th July 2021.

8.15pm Cllr Ingham left the meeting.

21/52 Clerk's Report**21/52.1 Internal Auditor Appointment**

The Clerk updated all present with the appointment of LPCs new internal auditor, Penny Clapham BA (Hons) PSLCC, a Parish Clerk and RFO to Kenn Parish Council & Bampton Town Council. She was fully independent of the Council and able to report to the Council in her own name. The Clerk also explained that she and Penny Clapham had met via Zoom to go through the PCs accounts. It was a very productive meeting, and Penny would forward her final internal auditors report in due course. The main point that came from the zoom meeting was the fact that LPCs ongoing finances (expenditure/receipts) were in order, clear and explained.

21/52.2 Play Area Zoom meeting

The Clerk updated all present that a new working group had been created called 'Friends of Lympstone Open Spaces' (FLOS). This group would initially focus on the refurbishment project of the play areas in Candy's Field but in the future would also be involved in looking at all open spaces in the entire Parish for all ages. FLOS, as well as working with Jamie Buckley, EDDC Funding officer, had begun looking into external fundraising options. The group had set up a 'Go Fund Me' page and after 24hours had raised a staggering £1240.00 towards the play area refurbishment in Candy's Field.

The Clerk asked the PC to support the poster produced by FLOS and reimburse the cost of printing to explain and highlight the groups aim regarding the play areas in Candy's Field. Unan.

RESOLVED that the Clerk let FLOS know that the posters can be printed, copied and put up on site, in the notice boards and around the village.

21/52.3 Finance

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

RESOLVED that the following payments be approved:

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 – Schedule 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

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

Budget Monitoring 2021 – 2022			
Expenditure			
Code	Item	Budget	Spent
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, rates, 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		<u>£115.48</u>
	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 31 st 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

21/52.4 Clerk's Action List

RESOLVED that the Council received and noted the Clerk's action lists.

Lympstone Parish Council: Clerks Action List – March 2021

Month and Minute	Response	Date Actioned
Mar – 21/13	Wotton Brook – 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	East Devon Plan – Clerk arrange a meeting to discuss an appropriate response from LPC with two or three Cllrs.	6/3
Mar – 21/17	Bank Account – 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	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. Recommendation: Object 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. 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 Recommendation: Support 21/0409/FUL – Construction of single storey rear extension at 34 Jackson Meadow	Clerk submit the recommendations from LPC to EDDC 2/3

	<p>Recommendation: Support</p> <p>21/0467/FUL – Construction of rear first floor extension and rear canopy at 2 Malt Field.</p> <p>Recommendation: Support</p> <p>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.</p> <p>Recommendation: Object</p> <p>Due to the unclear nature of the plans submitted, it is difficult to make a valued assessment of this application – the proposal would appear to be overdevelopment and out of keeping for the area.</p>	
Mar – 21/19	<p>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.</p> <p>Clerk arrange a site meeting and follow up with a public Zoom planning meeting.</p>	5/3 site meet 8/3 zoom meet 15/3
Mar – 21/21.1	<p>Trees in Candys Field – 1) Clerk visit Candys field with Lymptstone tree warden and discuss the necessary work.</p> <p>2) Clerk would let Lymptstone Primary School know that this work would be completed in the Autumn.</p>	10/3
Mar – 21/22	Railway embankment – Clerk add this information to the Herald for volunteers	2/3
	<u>PC Zoom Planning Meeting 15/3/21 at 2pm:</u>	
Mar – 21/25	<p>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.</p> <p>Recommendation: Object</p> <p>1) Clerk send the recommendation of object from LPC to EDDC.</p> <p>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></p> <p>3) Clerk contact the tree warden and request his opinion regarding the Oak tree on the site.</p> <p>21/0567/FUL – Retention of field access (retrospective application) at Gulliford Close.</p> <p>Recommendation: Object</p> <p>Lymptstone 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.</p> <p>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.</p>	<p>24/3 Send the recommendation from LPC to EDDC: 2)17/3 3)15/3</p> <p>24/3 Send the recommendation from LPC to EDDC.</p>
	<u>Play Area Zoom Meeting 26/3/21 at 11am:</u>	
No. 4 No.5	<p>Clerk to send Jamie contact details for the youth linked groups in the Parish.</p> <p>Clerk to let Jamie have the main point of contact details and Jamie can arrange this directly with the leaders of children's groups.</p>	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	Ongoing
	Zoom meeting with EDDC, volunteers and Cllrs re play area in Candys field	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

Lymptstone Parish Council: Clerks Action List – April 2021

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Mar – 21/17	Bank Account – 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	Trees in Candys Field – 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: 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.</p> <p>21/0704/FUL – Construction of 2 x dormer windows to existing garage roof at 5 Barnridge Recommendation: Object 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: Support</p> <p>21/0877/FUL – Construction of rear dormer window and first floor extension including balcony at 4 Underhill Close. 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.</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: 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.</p> <p>21/1007/FUL – Proposal: Proposed roof extension Location: High Meadow Greenhill Avenue Lympstone Exmouth EX8 5HW Recommendation: Support</p>	13/4 Clerk submit the recommendations from LPC to EDDC
Additional actions:		
	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	8/4
	Zoom meeting with internal auditor	23/4
	Meeting on site with Cllrs and Play area volunteers. Minutes	29/4

The Chairman proposed that 'Mr Shift It' was asked for a quote to remove the rotten wooden equipment on the activity trail in Candy's Field and the sheets of corrugated iron in Cliff Field. Cllr Hill seconded. Unan.

RESOLVED that the Clerk contact Mr Shift It for a quote.

21/53 Clerk pay and scale

The Clerk left the room. Cllr Tyrrell declared an interest and left the room.

The Chairman proposed that the Clerks pay was increased to NALC pay scale point 24. Cllr Hill seconded. Unan.

RESOLVED that the Clerks pay was increased to NALC point 24.

21/54 Play Area Inspection March 2021

Cllr Atkins explained that he had met the ROSPA safety inspector on site and viewed the play equipment with him. Cllr Atkins had Mr Woodley in to quote for replacing wood and recommend an appropriate paint. Cllr Atkins highlighted that the inspector's main immediate concerns were rotten wood, lost safety caps and fence. He added that one of the self-closing metal gates needed realigning. Cllr Beatty added that she had met FLOS who were a very keen and proactive group. She added that they were willing to complete necessary safety repairs. Cllr Beatty suggested that

the equipment was not repainted as funding would not be provided for equipment that looked up to date. Cllr Rogers suggested removing the broken slide and board the side up but to keep the steps and hut for children to continue using as a den. Cllr Atkins added that the MUGA would still be painted.

The Chairman proposed to get FLOS to purchase the necessary equipment to complete safety repairs and remove the slide. Cllr C Eastley seconded. Unan.

RESOLVED that the Clerk let FLOS know to complete the necessary repairs, remove the slide and board up the side to create a den instead. Repaint the MUGA only.

21/55 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

The Chair welcomed everyone back and thanked everyone present for attending.

8.45pm Cllr Carter left the meeting.

21/56 Planning applications

21/0856/FUL – Change of use to a glamping site comprising 2 no glamping pods and a facilities and toilet building (retrospective application) at Pine Hollow.

Cllr Tyrrell highlighted his concerns of the sewage and the septic tank. He recognised the fact that the solid waste would be taken away by a contractor but raised concerns that the liquid waste would ultimately end up polluting the Wotton Brook. The Chairman proposed to object on the grounds of inadequate information regarding the soak away. Cllr Beatty seconded. Unan.

*Recommendation: **Object***

Due to inadequate information regarding the waste products soakaway.

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

21/0951/FUL – Proposed weather boarding to dormer window, and construction of raised patio at 4 Grange Close.

The Chairman proposed to support the planning application. Cllr Atkins seconded. Unan.

*Recommendation: **Support***

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

21/0938/FUL – Change of use from store/garage to holiday let including raising roof and general alterations at Green Barton House.

21/0939/LBC – Change of use from store/garage to holiday let including raising roof and general alterations at Green Barton House.

The applicant, Mr John Brewer, was present and spoke on the application. Mr Brewer explained that the garage was too small for a modern car and therefore wanted to convert it to a holiday cottage. He added that the garage was curtilage listed and ensured the PC that the existing building and adjacent properties would be preserved. He explained that to comply with building regulations it was necessary to raise the roof height, but the ridge would still be lower than adjacent properties. He believed the plan complied to LNP. He added that there was no access issue. The building would also host recessed solar panels. The rainwater would be reused, and a permeable drive laid. He kindly asked the PC for their support. The Chairman asked Mr Brewer if he had considered a low-cost rental house instead of a holiday let. Mr Brewer explained he had not considered this option.

Cllr Atkins proposed to support this application. Cllr Beatty seconded. The Chairman added that the PC would support in line with the listed building officer's recommendations. Unan.

*Recommendation: **Support***

LPC support in line with the listed building officer's recommendations.

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

21/0917/FUL – Construction of single storey extension and detached garage at Long Park.

Cllr Atkins proposed to support this application. Cllr Beatty seconded. Unan.

*Recommendation: **Support***

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

21/1051/FUL – Single storey rear extension, involving demolition of existing conservatory at Ferndale.

21/1052/LBC – Single storey rear extension, involving demolition of existing conservatory at Ferndale.

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

Recommendation: **Support**

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

21/0751/FUL – Siting of six shepherds huts with external decking, 3 boiler houses/log stores, one with decking area, and associated infrastructure (retrospective application) at Lymptone Manor Hotel.

Cllr Tyrrell queried how a mobile building could be connected to the mains electric and sewer. He felt the plans provided were not clear where the sewage and run off water would be going and was concerned about pollution. A member of the public spoke and added that this proposal was in the green wedge and the conservation zone.

The Chairman proposed to object to this application due to concerns of the sewage, increased traffic and over development of the green wedge. Cllr Hill seconded. Unan.

Recommendation: **Object**

LPC object due to the unclear plans for the sewage and runoff water. LPC are also concerned of the increased traffic and the overdevelopment of the green wedge.

RESOLVED that the Clerk send the recommendation of support 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 C Eastley declared an interest.

Cllr Atkins proposed to object to the application due to the same reasons as the previous application.

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 support from LPC to EDDC.

21/0626/FUL – 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.

Cllr Tyrrell highlighted his concerns of the draining with this proposal.

The Chairman proposed to support this application due to the current size of the building being too small. Cllr Beatty seconded. Cllrs Atkins, C Eastley, R Eastley, Hill, Payne, Linfoot and Staddon voted support. Cllr Tyrrell objected.

Recommendation: **Support**

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

21/1075/VAR – 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.

Cllr Atkins pointed out that part of the front boundary wall was dangerously leaning towards the Highway and needed straightening for safety reasons. Cllr Jung added that this application was an amendment to an already approved plan.

The Chairman proposed to support the application and highlight the dangerous leaning wall. Cllr Linfoot seconded. Cllrs Atkins, Beatty, C Eastley, R Eastley, Hill, Payne and Staddon voted support. Cllr Tyrrell objected.

Recommendation: **Support**

LPC would also like to highlight to the applicant the dangerous leaning front boundary wall on to the Highway and would like to see the wall straightened at the same time as the alterations to the front boundary wall are completed.

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

21/57 Planning decisions

RESOLVED that the EDDC decisions were noted.

21/58 Lead Councillor – Reports and elect Councillors to working groups:

Facilities and Estates – Cllr Atkins had raised a list of issues but asked the Clerk to add these points to the next PC agenda.

Communications – Vacant (*was Herald/Website*)

Transport, Parking and Planning – Cllr Hill and all Cllrs

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

Environment - Vacant (*was Flood/Emergency/Allotments*)

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

Finance, Grants, Funding and Compliance – All Cllrs

The Chairman suggested that the Clerk break down the comprehensive groups and send areas to all Cllrs to select a first and second choice they would like to be linked with.

21/59 Matters raised by Councillors

Cllr Hill updated all present on the Nurseries site. He explained that the building work was due to be completed in the next 18-24 months. He explained that he would be arranging a meeting with Mrs Russell, Mr Lupton and Rev Jones to go through the lease for the car park. He would let all members know when this would be and welcomed any Cllr to attend. He had drawn up an outline plan for the lease and wanted to ensure that all parties agreed. This outline plan could be tweaked as necessary during the meeting. Cllr Hill explained that the top part of the boundary wall along the highway would be taken off to the original level of the stone wall and rebuilt. An exit would also be created. Solar power lighting points would also be installed. Cllr Hill suggested that electric car power points could be installed at the same time. Cllr Linfoot explained that this would not be a positive addition to the car park as it was for Church users and not a public car park and, from experience, could end up with cars queued to use the power points instead.

Cllr Beatty wanted an explanation to what the contractors were doing on the football pitches on Candy's and Cliff Field. She added that she had been inundated with phone calls of concern from members of the public of LFC spraying the fields. She believed they should have given the PC more notice and put signs up for the public to know and understand the work being undertaken. Cllr Atkins explained that the fields had been sprayed with a herbicide which was not harmful to children or animals. He did not know when they would be returning to complete further work. He had requested a full break down of works from the contractor and this had not been provided.

Cllr Rogers proposed to write to LFC to stop work immediately and hold a meeting with LFC and the contractors. Cllr Beatty seconded. Unan.

RESOLVED that the Clerk would write to Mr Webster, LFC and arrange an urgent meeting with LFC, Cllrs and contractors.

Cllr Beatty proposed that dog fouling signs, like EDDC signs used, should be placed on the gates to Cliff and Avenue Field. The Chairman seconded. Unan.

RESOLVED that the Clerk find out about signs from EDDC.

Meeting closed at **9.27pm**

Chairman:

Date:

4. Clerk's Report:

i) Annual Audit 2020/21 Internal Auditor's certificate

Annual Internal Audit Report 2020/21

LYMPSTONE PARISH COUNCIL

ENTERED BY: www.lympstone.org WEBSITE ADDRESS

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")			✓
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.			✓
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	✓		

O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

DD/MM/YYYY 23/04/2021 DD/MM/YYYY

Name of person who carried out the internal audit

P.E. CLAPHAM (A(NONS) PRCC

Signature of person who carried out the internal audit

SIC 

Date

23/04/2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

- ii) **Annual Audit 2020/21 Governance Statement.**
- iii) **Annual Audit 2020/21 Accounting statements.**
- iv) **Notice of public rights.**
- v) **LPC Financial Regulations Policy – Review and update**
- vi) **Correspondence received – Mr C Fayers**

2/6/21

Dear Lucy

The Parish will be aware that EDDC have refused our planning application 20/0945/out for the retention of the car park and a new dwelling at Underhill Close Lympstone. One of the reasons for refusal was that they did not consider that the car park was a sufficient community benefit to comply with policy NHP policy 3. Although they accept the need for additional parking in the village they reject the location because the current car park is not well used! This, of course, is due to the fact that it is not available for use at the moment. This position is at odds with the great consideration that the Parish Council (particularly the 'Getting Around Group') have given to this problem. It also ignores all the discussions that have taken place over many years to try and find additional car parking in Lympstone for both residents and visitors. I have spoken to 2 of Parish Councillors who are both keen to secure additional parking. To support these aims further I propose that we will submit an appeal against the decision by EDDC to refuse the application.

In order to provide sufficient supporting information for the appeal, I write to ask if the Parish Council would provide a letter of support for the additional parking spaces to be retained and remodelled at Underhill Close. The car park will be provided on the following basis however in order to provide the sustainable car park in perpetuity together with the expense of remodelling the area, the proposed dwelling is an essential part of the package.

- 1) It will primarily be for homeowners and residents of Lympstone, not visitors, to have access to a long term space on an annual licence.
- 2) It will be made available on a long term lease arrangement. Or other such term as may be appropriate
- 3) It will be offered to Lympstone Parish Council to manage, organise and coordinate those wishing to use the car park.
- 4) It will be re-landscaped.
- 5) It will be provided with some low level lighting.
- 6) It will be up to 15 spaces. Some will have electric charging points.
- 7) It will provide an opportunity for those that live in Lympstone who have no off street or easy means of parking who wish to acquire an electric car to have a space in which they can park and charge. This is a benefit that is unlikely to be available anywhere else
- 8) It will potentially free up additional spaces in the existing village centre car parks for occasional visitors and other residents.

I would like to think that the offer is a sensible and reasonable one in the circumstances and would be grateful if Lympstone Parish Council would determine to support this project to deliver a much needed resource at no additional cost and to be a worthwhile community benefit. It is a shame to have the basis of a car park laid out that remains unused and unavailable. Although the District Council have seen fit to make an application to retain the car park previously, they appear to have forgotten this and do not recognise the need that has been identified by virtually everybody to date, including your district councillors. It may not be the best location but it is the only one on that can be delivered in the immediate future.

I look forward to hearing from you when you have discussed with the Parish Councillors but please in the meantime let me know if more information or details are required.

Yours sincerely

Chris Fayers

vii) FLOS update and additional funding

Hi Lucy,

Just to keep you and the councillors in the loop, we've had the first scheme and quote back from Eibe which is really exciting to see, attached is a visual for you to have a look at. It is a first draft scheme so there will be changes to be made and is by no means a final design!

We think the following steps need to be taken to keep the community in the loop and help build support:

1. Eibe Visual posted up on the wooden boards at the park with a simple two question feedback opportunity for the community, we think it could work asking two questions which they can text answers directly to us to get instant feedback, the questions could be:

A) What do you like about the scheme?

B) What changes would you make?

2. Update in the Herald with the double page centre image with text (see attached image) – **Agreed**

3. Potentially an A5 leaflet drop that could go out with every Herald, this would be to try and get the community to consider donating to the GoFundMe as we are getting no donations, it would have the QR code and because it would be separate to the Herald it would stand out and could be put on peoples notice boards and fridges as a reminder to do donate! I can liaise with Rob Hilton to get this actioned. (possible leaflet design attached)

4. Use the Eibe sketch visual (see attached mock-up) as the front cover for the herald. - **Agreed**

5. Possible community Q&A in the village hall/—andys field

Best regards, **Rob Sissons**

Friends of Lympstone Open Spaces

Working with Lympstone Parish Council

viii) Finance - Payments / Financial summary / Budget report

Payment— May 2021:

04/05/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
07/05/21	2832	Optima Graphics Topsham Ltd Inv: 26157	£474.00
07/05/21	2833	Penny Clapham - Internal Audit services	£55.00
07/05/21	2834	Graham —ollins - Public telephone box works	£196.00
07/05/21	2835	Ash—ury Healthcare Limited - Herald advert refund - CANCELLED	£225.00
07/05/21	28—6	Express Fire - YC sm—ke alarms and emergency lighting	£90.00
07/05/—1	2837	A. Western - March and April 21	£918.50
17/05/21	DD	EDF ENERGY RE—ERENCE: 671079829135 (YC)	£64.00
17/05/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£82.00
18/05/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£157.66
01/06/21	2838	R. Sissons - Building supplies for play area	£56.36
01/06/21	2838—R. Sissons - Printing for play area posters	£47.50	
01/06/21	2839—Optima Graphics Topsham Ltd Inv: 26200	£474.00	
01/06/21	2840	L Tyrrell - wages May 2021	£1,196.90
01/06/21	2841	L Tyrrell - e—penses May 2021	£110.84
01/06/21	2842	HMRC - Incom— tax and NI	£114.30

01/06/21	2843	K Hill – sol–citor reimbursement (Sept 20)	£25.00
01/06/21	DD	Plusnet REF: PNET3453454-1 (YC)	£41.59
04/06/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00

Receipts May 2021:

04/05/2021	FPI	Herald Advert - EDWARD DIMMOCK Madre Ad	25.00
13/05/2021	FPI	Herald –dvert - RODNEY SPILLER	100.00
17/05/2021	FPI	Herald Advert --AB DRYSDALE & E COLLARD	9.00
18/05/2021	FPI	Herald A–vert - Peter Tosh Opticia	25.00
21/05/2021	FPI	Herald Adver– - Twist and Shout advertising	100.00
23/05/2021	FPI	H–rald Advert - Sarah Case	100.00

Financial Summary Report:						
Openin– balance 1st April 2021:						95,828.47
Total receipts (1st April 2021 to 31 st May 2021)						28,353.44
Total Payments (1st April 2021 to 31 st May 2021)						6,772.10
Runni ^{ng} balance as of 31 st May 2021:						117,408.94
Balanced carried forward at 31/05/21:						117,408.94

Budget Monitoring 2021 - 2022			
Expenditure			
Code	Item	Budget	Spent
G	VAT–£4,000.00	£162.25	
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£11,000.00	£2,330.56
K	Clerks Expenses	£900.00	£131.98
L	Office expenses	£1,200.00	£97.79
M	Village Hall Hire	£0.00	£0.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£650.00	£415.00
P	C'urses, Travel etc	£500.00	£0.00
Q	Insurance, Audit, Elections	£3,500.00	£55.00
R	Miscellaneous	£1,000.00	£250.00
S	Herald Printing	£4,500.00	£948.00
T	A Western	£3,500.00	£918.50
U	Grass and hedge cutting	£1,000.00	£0.00
V	Other Maintenance	£1,500.00	£196.00
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	£214.55
AB	Lighting in Candy's field	£800.00	£66.19
AC	Toilets inc: wages, consumables, rates, elec, utilities,	£5,000.00	£162.02

	repairs		
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	£75.00
AI	YC Utilities	£1,000.00	£356.42
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	£7,114.01
	Add VAT		<u>£162.25</u>
	Total		£7,276.26

Code	Receipts - Budget Performance 2021-2022	Budget	Actual
F	Pr-cept	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	1,923.00
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	28,353.44

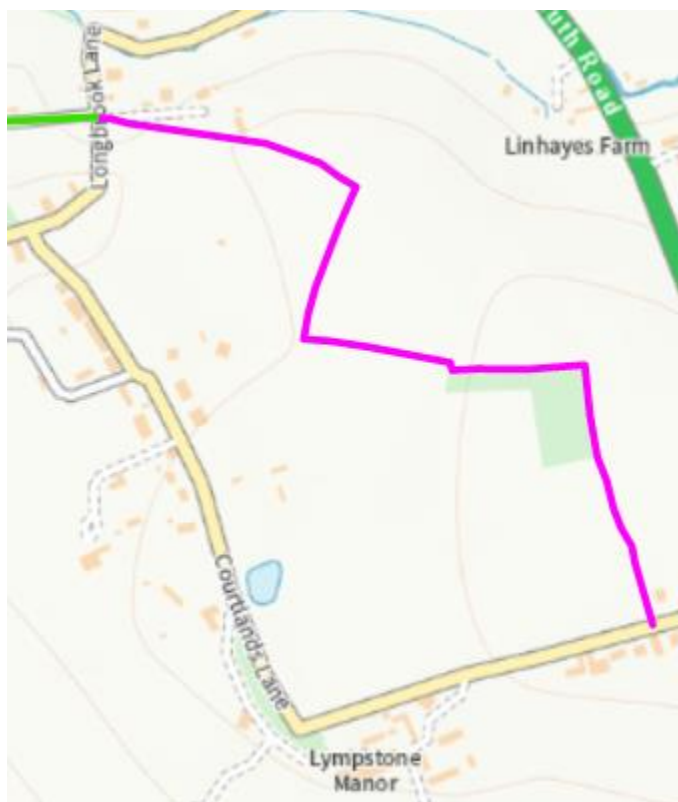
	Allocated balances 31st March 2021		
	Elections	2000	0
	Reserve for Villa ^{ge} hall car park	1500	0
	NP Projects	6000	0
	Works to Youth Club	1000	0
	Public Conveniences	5000	0
	Play area	10,000	0
	Emergency funding	5000	0
	Total allocated balances	30500	0

ix) Clerk's Action List - Lympstone Parish Council: Clerks Action List – May 20–1

Month and Minute	Response	Date Actioned
Mar – 21/21.1	Trees in Candys Field – 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
May – 21/50	Send declarations and register of interest forms to EDDC. Update notice boards and website with new Cllrs details	18/5
May – 21/51	Update notice boards, website and send EDDC agreed PC meeting dates for 2021/22	12/5
May - 21/52.2	Let FLOS know that the posters can be printed– copied and put up on site and in the notice boards.	10/5
May - 21/52.4	Contact Mr Shift It for a quote to remove the–rotten wooden equipment on the activity trail in Candys Field and the sheets of corrugated iron and tarpaulin in Cliff Field.	(DT)
May – 21/54	Let FLOS know to complete the necessary repairs, remove the slide and board up the side to create a den instead. Repaint the MUGA only.	10/5
May - 21/56	21/0856/FUL - Change o– use to a glamping site comprising 2 no glam–ing pods and a facilities and toilet building (retrospective application) at Pine Hollow. <i>Recommendation: Object</i> Due to inadequate information regarding the waste products soakaway.	11/5, 12/5 Clerk send the recomme ndation of support from LPC to EDDC.
Planning applications	21/0951/FUL - Proposed weather boarding to dormer window, and const–uction of raised patio at 4 Grange Close. <i>Recommendation: Support</i>	
	21/0938/FUL - Change of use from store/garage to holiday let includ–ng raising roof and general alterations at Green Barton House.	
	21/0939/LBC - Change of use from store/garage to holiday let includ–ng raising roof and general alterations at Green Barton House. <i>Recommendation: Support</i> LPC support inline with the listed building officer's recommendations.	
	21/0917/FUL - Construction of single storey extension and detached –arage at Long Park. <i>Recommendation: Support</i>	
	21/1051/FUL - Single storey rear extension, involving demolition of–existing conservatory at Ferndale. 21/1052/LBC - Single storey rear extension, involving demolition of–existing conservatory at Ferndale. <i>Recommendation: Support</i>	
	21/0751/FUL - Siting of six shepherds huts with external decking, 3–boiler houses/log stores, one with decking area, and associated infrastructure (retrospective application) at Lympstone Manor Hotel. <i>Recommendation: Object</i> LPC object due to the unclear plans for the sewage and runoff water. LPC are also concerned of the increased traffic and the overdevelopment of the green wedge.	
	–1/0894/VAR - Variation of Condition 2 [plans condition] of applica–ion 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. <i>Recommendation: Object</i> 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.	
	21/0626/FUL - Construction of replacement rear extension (revised s–heme 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. <i>Recommendation: Support</i>	

	21/1075/VAR - 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. <i>Recommendation: Support</i> LPC would also like to highlight to the applicant the dangerous leaning front boundary wall on to the Highway and would like to see the wall straightened at the same time as the alterations to the front boundary wall are completed.	
21/58	Break down the comprehensive groups and send areas to all Cllrs to select a first and second choice that they would like to be link Cllr to.	12/5
21/59	Write to Mr Webster, LFC and arrange an urgent meeting with LFC, Cllrs and contractors.	10/5, 11/5, 12/5
21/59	Find out about dog fouling signs from EDDC.	12/5
Additional actions:		
	Herald Report	4/5
	Clerks pay scale evidence	10/5
	Emailed planning west with agreed planning decisions	11/5, 12/5
	Minutes from PC meeting 7/5/21	11/5, 12/5
	Meeting with Cllrs, LFC and contractors Minutes	12/5 13/5
	Financial regulations updated Standing orders updated	16/5
	Monthly PC Defib report x2	18/4
	Amended footpath 1 and 2 notices	19/5
	FLOS working group – emails, meetings on site with volunteers, GoFundMe	Ongoing
	Gulliford Joint committee – emails, notice boards, gates, insurance, meeting, HLF finances, paths	Ongoing
	GJC Agenda Gulliford Joint Committee meeting in Youth Club at 2pm Minutes	12/5 20/5
	Electronic burial ground document	20/5, 28/5
	Part B Zoom meeting at 11am with Cllrs re LFC and contractors Minutes	21/5
	AGAR forms	28/5

6. Footpath No.7



10. Planning decisions

FEB 2021		
25/2/21 expires 20/3/21	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	27/5 APPROVED
MAR		
15/3/21 expires 14/4/21	21/0704/FUL - Construction of 2 x dormer windows to existing garage–roof at 5 Barnridge	8/6 APPROVED
31/3/21 expires 23/4/21	21/0877/FUL - Construction of rear dormer window and first floor extension including balcony at 4 Underhill Close	8/6 APPROVED
APRIL		
12/4/21 Expires: 5/5/21	21/0951/FUL - Proposed weather boarding to dormer window, and construction of raised patio at 4 Grange Close	18/5 APPROVED
20/4/21 Expires 13/5/21	21/0917/FUL - Construction of single storey extension and detached – garage at Long Park	20/5 APPROVED
MAY		
11/5/21 Expires 3/6/21	21/1212/FUL - Part two storey part single storey rear extension including demolition of existing rear extension at 4 Jubilee Grove	8/6 APPROVED
JUNE		
11/5/21 Expires 4/6/21	21/1145/FUL - Erection of a log cabin at Old Orchard	16/6 APPROVED
4/11/20 Expires: 4/12/20	20/2345/VAR – Variation of condition 2 (approved plans) of planning permission 18/2589/MFUL (Demolition of existing polytunnels/greenhouses and erection of 10 dwellings, public open space and a car park) to allow changes to materials, parking arrangements, garage blocks and dormer windows and to provide level access to the ground floor of dwellings at Lympstone Nurseries.	19/6 APPROVED

11. 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.