

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 21ST JUNE 2021.**

PRESENT:	
Councillors	D Atkins, D Beatty, C Eastley, R Eastley, K Hill, J Payne, K Rogers and L Staddon
Clerk	Miss L Tyrrell
County Councillors	R Scott
District Councillors	B Ingham
Public	10 members

NB. The Clerk had provided the Councillors and members of the public present with a sign in sheet for track and traces purposes (all details would be destroyed after two weeks) and hand sanitiser on entry. All present sat socially distanced in the Function Room of the Village Hall. It was a paperless meeting.

Public session

The Chairman welcomed everyone present and invited the public to speak. Several members of the public wanted to speak on planning applications and were asked to wait until the planning application item was raised.

21/60 Apologies

Cllr Linfoot and Cllr Tyrrell
District Cllr Jung
County Cllr Trail

21/61 Minutes

Cllr Atkins proposed the APM and PC minutes of meetings held on the 7th May and the PC Part B minutes held 21st May and 1st June accurate. Cllr C Eastley seconded. Unanimous.

RESOLVED that the APM and PC minutes of the meetings held on 7th May and the PC Part B minutes of the meeting held on the 21st May and 1st June 2021 be confirmed as a correct record and signed by the Chairman.

21/62 To receive any Declarations of Interest

Cllr R Eastley and Cllr C Eastley declared an interest with 21/1587/FUL and 21/1560/FUL.
Cllr Atkins declared an interest with 21/1587/FUL and 21/1560/FUL.

21/63 Clerk's Report

21/63.1 Annual Audit 2020/21 Internal Auditor's certificate

The Clerk presented the AGAR certificate from the Internal auditor. Unan.

RESOLVED that the PC agreed the Internal Auditors certificate.

21/63.2 Annual Audit 2020/21 Governance Statement.

Cllr Atkins proposed that items 1 - 8 were satisfactory. Cllr R Eastley seconded. Unan.

RESOLVED that the governance statement was agreed, signed and dated by the Chairman and Clerk/RFO.

21/63.3 Annual Audit 2020/21 Accounting Statements.

Cllr Atkins proposed that the accounting statements were satisfactory. Cllr R Eastley seconded. Unan.

RESOLVED that the accounting statements was agreed, signed and dated by the Chair and Clerk/RFO.

21/63.4 Notice of public rights.

The Clerk suggested suitable dates to publicise the Notice of public rights. Cllr Atkins proposed the suggested dates. Cllr Rogers seconded. Unan.

RESOLVED that the Clerk put up the public notices and add to the website from 24th June 2021.

21/63.5 LPC Financial Regulations Policy

The Clerk explained that LPC financial regulations needed updating. She had reviewed the regulations and had previously sent out amendments to all Cllrs. Once agreed the new regulations would be added to the website. Cllr Atkins proposed to agree the amendments. Cllr Hill seconded. Unan.

RESOLVED that the Clerks amendments were agreed, and the updated financial regulations could be added to the website.

21/63.6 Correspondence received

Mr C Fayers re: new dwelling and public amenity of a car park at Underhill

A member of the public asked to speak on this item. He queried whether the new Cllrs had read all the previous planning applications. He added that two applications had been submitted 1) One storey dwelling and 2) Two storey dwelling with car park. He explained that the PC had refused the single dwelling but supported the two storey with the car park application. The Chairman explained the PC had supported the application with the car park because it would have benefitted the community. The member of the public understood but added that this car park was not in the right place for the community to use and a traffic count was necessary in the current public car park. Cllr Atkins explained he did a traffic count in the current public car park daily and it was always full. Cllr Hill added that the new car park would be a private car park for the public to secure a full-time space. Cllr Atkins added that the spaces would be named plots and yellow lines could then be added along the road. The member of the public added that yellow lines would only force people off the road to park elsewhere. Cllr Atkins added that on reading the EDDC planning officers report, he had written that additional parking was not necessary in the village, Cllr Atkins felt that he had got confused with the Nurseries site car park and this was categorically not for public use. He added that if there was a benefit to the community then planning was given an exceptional allowance. Cllr Beatty added that a lot of people in the village support a long-term parking amenity. She feared that people would soon start removing their front gardens for parking. Cllr R Eastley explained that other developers who offered public amenities in the past had been turned down because of the green field site and queried why this site was any different when it was also a green field. The member of the public added that the East Devon report had stated it was a green field site. District Cllr Ingham reminded all that this site was in the Green Wedge and a dwelling would contravene policies. Both Mr Fayers planning applications had been refused by EDDC. He asked LPC to wait for 6 months and consider EDDC buying the land for a parking amenity. Cllr Hill suggested that LPC comply with EDDC officer's

recommendations and not compromise the LNP. Cllr Rogers proposed not to support the request. Cllr Hill seconded. Cllr Staddon and Cllr Payne supported. Cllr Atkins objected to the motion that no letter would be sent because he had been previously advised that policies could be broken if there were of benefit to the community. Cllr C and R Eastley declared an interest and Cllr Beatty abstained.

RESOLVED that the Clerk would let Mr Fayers know that his request would not be supported by LPC.

21/63.7 FLOS

The Clerk updated all members on the progress of the play area refurbishment. A zoom meeting had been planned with LPC and Jamie Buckley, funding officer at EDDC for the 1st July 2021. She asked if Mr and Mrs Sissons from FLOS could also be present as observers. Unan.

RESOLVED that the Clerk invite Mr and Mrs Sissons as observers to the zoom meeting with LPC and Jamie Buckley at EDDC.

The Clerk also requested that another £5,000 from the PC budget was allocated to the refurbishment due to the fact that no additional funding had been granted for 2021/22. Cllr Rogers proposed £10,000. Cllr C Eastley seconded. Unan. Cllr Atkins abstained.

RESOLVED that an additional £10,000 would be ringfenced for the play area refurbishment.

The Clerk also queried the S106 money from EDDC and where it should be allocated in the community. Cllr Rogers proposed the S106 money was allocated in its entirety to the play area refurbishment. Cllr Hill seconded. Unan.

RESOLVED that all S106 money from EDDC go towards the play area refurbishment.

The Clerk explained the difficulties of LPC extracting the funds from the FLOS GoFundMe page due to regulations of having a business account but not being a registered business. The Clerk explained that the money had to be withdrawn by September or all funds would be returned to donors. The Clerk suggested that Mrs Sissons opened a new bank account and LPC had a contract written that the money was consecutively transferred to LPC. Cllr Atkins suggested that the Clerk contact DALC for advice. Cllr C Eastley proposed that in the short term, Mrs Sissons opened the bank account and Cllr Hill could write an agreement to transfer funds. Cllr Hill seconded. Unan.

RESOLVED that Mrs Sissons open a bank account and sign LPCs agreement to immediately transfer all funds raised to LPC.

21/63.8 Finance

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

RESOLVED that the following payments be approved:

Payments – May 2021:

04/05/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
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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

Receipts May 2021:

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

Financial Summary Report:

Opening 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
Running 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, repairs	£5,000.00	£162.02
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	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	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 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

21/63.9 Clerk's Action List

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

Month and Minute	Response	Date Actioned
Mar – 21/21.1	Trees in Candys Field – 1) Clerk visit Candys field with Lymstone tree warden and discuss the necessary work. 2) Clerk would let Lymstone 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 glamping pods and a facilities and toilet building (retrospective application) at Pine Hollow. Recommendation: Object Due to inadequate information regarding the waste products soakaway.	11/5, 12/5 <i>Clerk send the recommendation of support from LPC to EDDC.</i>
Planning applications	21/0951/FUL - Proposed weather boarding to dormer window, and construction of raised patio at 4 Grange Close. Recommendation: Support	
	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. Recommendation: Support LPC support inline with the listed building officer's recommendations.	
	21/0917/FUL - Construction of single storey extension and detached garage at Long Park. Recommendation: Support	
	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. Recommendation: Support	
	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 Lymstone Manor Hotel. 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.	
	-1/0894/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.	

	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. Recommendation: Support	
	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. 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.	
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

21/64 Clerk appraisal.

Cllr Rogers proposed that the Clerk was sent on CILCA training, and her pay was reviewed and upgraded after. Cllr Hill seconded. Unan.

RESOLVED that the Clerk find out about CILCA training from DALC.

Cllr Beatty, Cllr Rogers, Cllr Atkins and Cllr Hill agreed to complete the Clerks full appraisal with her via zoom.

RESOLVED that the Clerk arrange a date for her appraisal.

21/65 Footpath No.7

Cllr Atkins explained that the house at the top of the drive adjoining the footpath was built in 1935 and the footpath had always been alongside the house in the field and never up the driveway. There was a stile at the bottom of the field for the public to use and the stile at the top was for use of the house only. This footpath issue was a private matter between the landowner and DCC footpath officer.

A member of the public added that the public had been diverted several years ago by the landowner. He also added that the gates to the field had been recently locked to prevent people walking all over the agricultural land. He added that if the footpath appeared too wet and muddy then people should use the road instead. Cllr Atkins explained that the fences had been added along the set paths to stop members of the public walking across the fields. Cllr Ingham added that now the pathway had become dangerous especially in wet weather. He reminded everyone that this was the East Devon Way. The Chairman asked the Clerk to bring it to DCC's attention. The Clerk queried that she would have to clarify the rules and expectations when using public footpaths before reporting the issue. Devon County Cllr Scott interjected and explained he would ring the Clerk to discuss this issue in more detail with her. He would also discuss this with Mr Sam Jeffcoat, DCC public rights of way officer.

21/66 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

The Chairman congratulated both Devon County Cllr Trail and Scott on being elected to represent the area for another four years.

County Cllr Scott congratulated Cllr Trail on being voted as Chairman for Devon County Council. Cllr Scott reminded all members of LPC that both he and Cllr Trail had asked for a four-year plan of issues and aspirations for the Parish and they would look into them. Cllr Scott asked LPC to advise where LPC would like yellow lines added and removed to ease the parking issues in the Parish. He added that electric cars would be on the increase and as Lympstone already had many parking issues, charging points would also need to be considered. Lympstone had a lot of homes with no drives so LPC would need to suggest where charging sites could be allocated for the future. A member of the public asked how charging points would be policed. Cllr Scott explained that enforcement officers would do this.

Cllr Atkins asked on behalf of Cllr Tyrrell why there were 'slippery road' signs leading to the A376 but not on the A376. He also added that when the A376 was resurfaced there was still temporary road signs left behind. Cllr Scott agreed to get these removed. Another member of the public queried if DCC had been reclassifying roads and quiet lanes. Cllr Scott explained that many roads were being reclassified on quieter green roads. He also added that any ideas for road changes in the Parish could go to him directly for further discussion.

District Cllr Ingham told LPC that EDDC had a new Chairman, Cllr Ian Morris and he was looking forward to working with him. He explained that there was an investigation into bullying issues at EDDC where officers had received 'added stress through intimidation from senior figures'. Cllr Ingham added that this was totally unacceptable behaviour and would be reporting to LPC again once fully investigated.

9.15pm Cllr Ingham and Cllr Scott left the meeting.

21/67 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

The applicant spoke and had produced a presentation of his planning proposal. This covered the sustainability of the new one storey, timber frame construction, with raised floor, solar energy, waste composting, rainfall harvesting, drainage, wildlife and habitats. He highlighted the relevant LNP, East Devon Local Plan, East Devon Climate Change policies, the characteristics of local buildings, affordability, the minimal impact on the skyline and images to support his vision.

Issues raised from other members of the public:

- What was the life expectancy of the wood?
- How would you access the site to build?

- It would set a precedent to other applicants.
- It contravened LNP, local plans and NPPF.
- It would not be an affordable home.
- The site is a green field site.
- The site was already full of wildlife.
- The access lane was too narrow for emergency vehicles and refuse collectors.
- Must protect the Green wedge.

Another member of the public added that she knew the site well and the piece of land was currently unusable for growing crops or grazing animals. She felt this application in design and sustainability was the future and should be supported. Another member of the public believed if a project was sustainable it was permitted.

Cllr Atkins felt the idea was brilliant but in the wrong place. Cllr C Eastley felt the proposal was innovative and should be the way forward. Cllr Hill felt it was a project better equipped with future global warming than other new builds. Cllr C Eastley proposed a site visit. Cllr Rogers seconded. Unan.

RESOLVED that the Clerk arrange a site meeting with the applicant.

The Chairman requested permission to extend the meeting. Cllr Atkins seconded. Unan.

RESOLVED that the meeting would continue until 10pm.

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

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

RESOLVED that the Clerk send the recommendation of support in line with listed building officer's recommendations from LPC to EDDC.

21/1361/FUL - Single storey outbuilding for use as a store to front at Underhill House

Cllr Atkins proposed a site meeting for this application. Cllr Hill seconded. Unan.

RESOLVED that the Clerk arrange a site meeting.

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

Cllr Atkins proposed support the application. Cllr Rogers seconded. Unan.

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

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.

Cllr Beatty proposed to support in line with the tree officer's recommendations. Cllr Rogers seconded. Unan.

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

21/1587/FUL - Replacement outbuilding barn with like for like barn to include a garage, store and annexe at Atlantis

Cllr Hill proposed to support a one storey, guest only accommodation with no kitchen facility. Cllr Rogers seconded. Unan.

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

21/1560/FUL - Rebuild of barn to approved conversion under application 18/0478/FUL at Atlantis.

Cllr Rogers proposed to support as previously approved. Cllr Hill seconded. Unan.

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

21/68 Planning decisions

RESOLVED that the EDDC decisions were noted.

**21/69 Reports of Lead Councillor
Facilities and Estates**

Due to time constraints, Cllr Atkins report was postponed.

Environment: Exe Estuary:

Cllr Staddon reported that the Marine Management Organisation was investigating the dredged sludge from the boat store in the Harbour. She would keep LPC updated with the outcome.

21/70 Matters raised by Councillors

None

Meeting closed **10.00pm**

Chairman:

Date: