



LYMPSTONE PARISH COUNCIL

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31st August 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 6th September 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
21/82	ACTION: Apologies	7.45
21/83	ACTION: Minutes To confirm the minutes of the PC meeting held on the 19 th July 2021 attached.	7.50
21/84	INFORMATION: To receive any Declarations of Interest	7.55
21/85	Clerk's Report (see attachments): ACTION i) Correspondence received – Mr Eaton Terry re Bench ii) Housing Needs Survey – Request received from Devon Community Housing Hub Coordinator INFORMATION: iii) Finance – Payments / Financial summary / Budget report iv) Clerk's Action List	8.00

21/86	INFORMATION: Report from the Chairman , if any.	8.10
21/87	ACTION: Website request from Mr Young for support and a lead Cllr link.	8.15
21/88	DISCUSSION: Land at Combe Farm update on Woodlands Trust plans to acquire land. Cllr Tyrrell and Cllr Staddon attended the invitation for key local stakeholders (see attached)	8.20
21/89	ACTION: Planning applications <i>(NB that any applications received following the issue of this agenda will be considered)</i> 21/2044/FUL - Installation of dormer window on second floor at Lympstone Nurseries. 21/2211/FUL - Erection of a shed at Orchard Barn, Sowden Lane 21/2327/FUL - Proposed first floor extension over existing garage and single storey rear extension at 3 Spring Meadow Jackson Meadow.	8.25
21/90	INFORMATION: Planning decisions (see attached)	8.30
21/91	INFORMATION: Reports of Lead Councillor Any reports requiring a decision are attached. Facilities and Estates – Cllr Atkins, Cllr Tyrrell - Cllr Atkins to report on the benches in the Parish. Communications: <i>Vacant</i> <i>Website:</i> D. Young reports ‘Occasionally, new material has to be added to the Agenda after the publication date – for the latest version please visit the website lympstone.org ’ 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, <i>Wotton Brook:</i> Cllr Staddon, Cllr Tyrrell, Cllr R Eastley. - Cllr Tyrrell to report on the pollution in the Brook (SWW and the EA). <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	8.35
21/92	INFORMATION: Items for the next Agenda to include matters raised by Councillors and members of the Public	8.40

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 19TH JULY 2021.**

PRESENT:	
Councillors	D Atkins, D Beatty, C Eastley, K Hill, N Linfoot, J Payne, L Staddon and D Tyrrell
Clerk	Miss L Tyrrell
County Councillors	R Scott and J Trail
District Councillors	B Ingham and G Jung
Public	5 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 Vice Chairman welcomed everyone present and invited the public to speak. No members of the public spoke in the open session.

21/71 Apologies

Cllr Carter, Cllr R Eastley and Cllr Rogers.

21/72 Minutes

Cllr Atkins proposed the PC minutes of meetings held on the 21st June accurate. Cllr Beatty seconded. Unanimous.

RESOLVED that the PC minutes of the meeting held on 21st June 2021 be confirmed as a correct record and signed by the Vice Chairman.

21/73 To receive any Declarations of Interest

Cllr C Eastley declared an interest with 21/1815/FUL

Cllr Beatty declared an interest with 21/1652/FUL

21/74 Clerk's Report:

21/74.1 Updated Emergency Plan

Cllr Linfoot suggested that the siting of the lockers at Underhill could be moved to elsewhere outside of the flood risk area. He added that the Village Hall for example could be the meeting place for volunteers and perhaps should be the centre of response to provide shelter, allow briefings and storing the necessary essential equipment etc. Cllr Atkins felt it was a wordy but detailed document. Cllr Atkins proposed to agree the plan. Cllr Eastley seconded. Unan.

RESOLVED that the updated reviewed emergency plan was agreed and the Clerk email a copy to Devon Communities for their records.

21/74.2 Grant Application

Cllr Hill presented the grant application from the VHCIO and asked Mrs Darby, the Chair of the VHCIO to speak. Mrs Darby explained that the trustees had many ambitions for the Village Hall and used volunteers as much as possible. The VHCIO would be funding 50% of the cost of proposed works and would be applying to EDDC and LPC for the remaining amount. The VHCIO had to apply to LPC as a stipulation on the Communities Building grant fund from EDDC. Cllr Linfoot asked why the PC had to be applied to as a stipulation on the grant form. Cllr Atkins responded that this was recognised EDDC policy. Mrs Darby added that the VHCIO was not VAT registered. She added that the deadline for the EDDC application was 28th July 2021.

Cllr Tyrrell felt the money should be awarded to the play area refurbishment, as he felt that the play area was used far more frequently than the village hall. Cllr Beatty highlighted the fact that the PC had ringfenced £20,000 for the play area refurbishment and proposed to support and award the VHCIO grant in full. Cllr Linfoot seconded. Cllr Atkins, Cllr Eastley, Cllr Payne and Cllr Staddon also supported. Cllr Tyrrell objected, and Cllr Hill abstained.

RESOLVED that the VHCIO grant application was awarded in full.

21/74.3 **Correspondence received** – Mr Goddard re Footpaths

County Cllr Trail spoke on this matter and explained that this issue was a private matter between the landowner and DCC's legal department. He did not wish to advise further. Cllr Atkins explained that he believed that the strimming had been completed by a DCC contractor however he had spoken to DCC PROW Officer, Mr Sam Jeffcoat who denied any knowledge of one of their contractors completing this work. Cllr Atkins had viewed the cut area and believed approx. twelve tree saplings had been cut down. He had spoken to the contractor in question who had agreed to replace the trees with no further liability. He also mentioned the raised tree stump in the path would need rectifying. Cllr Hill added that this was an unfortunate event and was this an acceptable outcome. Cllr Tyrrell added that DCC were trespassing on private property and had destroyed wildlife outside their remit. Cllr Trail explained that if there was a safety issue it had to be dealt with. He reiterated that it was a personal matter and needed to go through the County's PROW solicitor. Cllr Atkins asked if the Clerk could be kept informed when the PROW team and contractors were planning on working on private land to keep owners aware and updated. Cllr Hill believed this was a suitable way forward. Cllr Trail explained that it would have to be taken up with the PROW officer. Cllr Hill proposed that the Clerk write to the PROW Officer to request the necessary communication when future work was to be undertaken. Cllr Eastley seconded. Unan.

RESOLVED that the Clerk write to Mr Sam Jeffcoat, PROW Officer to request more open communications between his team, the PC and landowners.

Cllr Scott explained that the County Cllrs were representatives of the PC to take issue back to DCC. Cllr Tyrrell explained that it only took twelve years of someone maintaining someone else's land without permission to gain rights to their land. Cllr Hill reminded all that communication was the key to ensure everyone remained informed.

21/74.4 **S106** update and additional funding.

The Clerk explained that LPC had a zoom meeting with Jamie Buckley, funding Officer at EDDC to discuss the suggested ways to spend the S106 money for sport. Six people from the Parish had responded with project ideas, and this had been whittled down to three possibilities: a ground level/built in trampoline, convert the big old dead tree into a climbing frame and a small trim trail. These three agreed projects would now go back to the public for a final consultation.

Cllr Hill requested that these final three projects be added to the Herald for the wider public to access.

21/74.5 **Finance**

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

RESOLVED that the following payments be approved:

Payment– June 2021:

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 - expenses May 2021	£110.84
01/06/21	2842	HMRC - Income tax and NI	£114.30
01/06/21	2843	K Hill – solicitor 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
15/06/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£64.00
15/06/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£82.00
15/06/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£162.29
21/06/21	2844	Optima Graphic Topsham Ltd Inv: 26089	£299.00
21/06/21	2845	Source for Business (SWW 10/2/21-20/5/21) Cust No. 2151 9709 01	£185.05
21/06/21	2846	A Western April and May 21	£540.00
21/06/21	2847	Alison West - Bespoke Web Designs (domain name renewal) Inv:2517	£15.50
21/06/21	2848	J Cowe (Toilets March, April, May 21)	£1,260.00
21/06/21	2849	Ashbury Healthcare Limited - Herald advert refund	£225.00
30/06/21	DD	Plusnet REF: PNET3453454-1 (YC)	£41.59

Receipts June 2021:

15/06/2021	FPI	Herald Advert - EDWARD DIMMOCK MADRE	25.00
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Financial Summary Report:	
Opening balance 1st April 2021:	95,828.47
Total receipts (1st April 2021 to 30th June 2021)	28,378.44
Total Payments (1st April 2021 to 30th June 2021)	11,727.02
Running balance as of 30th June 2021:	112,797.97
Balanced carried forward at 30/06/21:	112,797.97

Budget Monitoring 2021 - 2022			
Expenditure			
Code	Item	Budget	Spent
G	VAT	£4,000.00	£205.18
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£11,000.00	£3,641.76
K	Clerks Expenses	£900.00	£197.97
L	Office expenses	£1,200.00	£119.39
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	£55.00
R	Miscellaneous	£1,000.00	£250.00
S	Herald Printing	£4,500.00	£1,721.00

T	A Western	£3,500.00	£1,458.50
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	£370.09
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£5,000.00	£1,694.55
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	£534.63
AJ	Website etc	£500.00	£32.50
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	£11,855.94
	Add VAT		<u>£205.18</u>
	Total		£12,061.12

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	1,948.00
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	28,378.44
	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	20,000	0
	Emergency funding	5000	0
	Total allocated balances	40500	0

It was noted that all money in the bank balance was allocated for the entire Parish and meticulously budgeted every year. A member of the public suggested that an explanation from the PC regarding the budget and allocated funding be added to the Herald.

21/74.6 Clerk's Action List

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

21/75 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

The Clerk reported that the Chair of LPC wanted to wish everyone a safe and lovely summer break.

District Cllr Jung spoke and agreed with Cllr Tyrrell's points raised previously. He had been working with landowners and the environmental land management system to discuss the additional paid work to encourage farmers to future protect the environment e.g. hedge and tree planting. He had also been in discussions with County Cllr Scott regarding flooding issues. Cllr Jung explained that there was a huge shortage of waste collection staff and that collections maybe late, including the public general waste and dog bins. He apologised and asked all present to remain patient whilst this issue was being resolved.

County Cllr Trail thanked all present for their letters and kind words of support for his new appointment as the DCC Chairman. He had stepped down from the Exe Estuary Management Partnership (EEMP) but would re-join in a years' time. He had also stepped down from Adult Health and Well Being Scrutiny but was still working closely with Cllr Scott, Cllr Ingham, Cllr Jung and Lympstone Parish Cllrs in an orderly manner to resolve issues raised. Cllr Tail explained that he was now a volunteer on the Harbour Master training, and he had been on patrol on the river and had identified users not adhering to the rules of the Estuary. He wanted to raise the profile of educating users in respect of speed limits and restrictions when using the river. He added that the

Harbour master would be applying to local PCs for funding support with fuel costs. He wished everyone a restful, enjoyable summer.

Cllr Atkins asked the County Cllrs why the slippery road signs had been installed approaching the A376 just before it was resurfaced and now are not applicable. He also asked why County Cllrs would not answer questions posed by the public during their item. County Cllr Scott explained that the public had an open session at the beginning of the meeting to ask questions and it was not correct protocol to ask during a meeting. If any member of the public wanted to ask any additional questions, they could contact him or Cllr Trail to discuss queries after the meeting. Cllr Hill raised the issue of electric car charging points. Cllr Scott explained that DCC were looking for suitable places so LPC could either let DCC know where they would like them installed or DCC would decide. Cllr Jung pointed out that half of EDDC fleet of cars were now electric.

21/76 Letter from LPC

Cllr Atkins raised the review of East Devon Local Plan and stated that there was no need for any more development. He believed the surrounding roads were not up to standard to take on any additional traffic. Cllr Jung explained that the review of the new local plan was taking shape and proposed land for development could be found online by searching HELAA. He added that two thirds of the proposed land would not be taken. Cllr Ingham strongly advised that the LNP would need reviewing to tie in with the Local Plan, as the current LNP was now six years old. The new local plan would last until 2041. Any future updated LNP could identify land to protect. Cllr Atkins supported this review of LNP and Cllr Eastley explained that both her and Cllr R Eastley were already working on this. The Clerk showed the HELAA map on the screen and Cllr Jung pointed out that the land in red was in Woodbury Parish but on the border between Woodbury and Lympstone. He added that LPC needed to add pressure on WPC to get their NP completed asap to protect this land that impacted Lympstone. Cllr Scott added that the NP must be up to date so infrastructure can be funded. A new Highway would only be considered if 5,000 or more properties were built. Cllr Atkins also explained that the land identified for development must be carefully considered as in parts this was the best agricultural land and should not be used for properties or roads. For example, the Exmouth Facebook Hub highlighted the fact that Summer Lane could be closed to traffic to become a footway or cycle way which he felt was unacceptable due to the access required to A La Ronde, Point in View Church, people's properties and farmland. The letter to the MP was important for LPC to highlight their initial concerns and must be responded to. The Clerk added that Cllr Rogers would support the letter from Cllr Atkins on behalf of LPC but it had to be rewritten in places, so it was not in the first person. Cllr Hill proposed to support the letter. Cllr Staddon seconded. Unan.

RESOLVED that the Clerk tweak the letter from LPC and send to the MP.

8.40pm Cllrs Ingham, Scott and Trail left the meeting.

21/77 Candy's Field

Cllr Atkins explained the importance of improving the football pitches on the field and revoked the original agreed motion of LFC not using the field for this season but playing in front of the current pitches for the young members only with temporary goals. Cllr Atkins had written 'Motion re further resolution in respect of LFC use of Candy's Field for the next season, in view of the response from G Webster. We the undersigned do support the above proposal as under, Cllrs DG Atkins, L Staddon, C Eastley, R Eastley, K Hill and D Beatty.'

Cllr Tyrrell explained that there seemed to be some confusion between the PC and LFC and needed clarifying regarding the removal of the goal posts, reseeding, maintaining the pitches and cutting the grass too short. The pitches must be rested. Cllr Staddon added that the FC must comply to FA rules and had played later after the season usually finished due to Covid19. The pitches had to be a certain size and adhered to by the FA regulations. Cllr Payne proposed that

LPC write to Mr Webster and fulfil his actions including an update regarding using CTCRM and St Peters School grounds. Cllr Eastley second. Unan.

RESOLVED that the Clerk write to Mr Webster, LFC and ask for clarification of his actions to improve and maintain the pitch.

RESOLVED That the Clerk write to Mr Webster, LFC for the progress with other pitches.

Cllr Hill felt that LPC should work with KePring directly regarding the maintenance of the field. He proposed that KePring continue their work but specify that the PC want the field hollow tine aeriated and naturally fertilised with a calcified seaweed. Cllr Eastley seconded. Unan.

RESOLVED that the Clerk specify the works directly with KePring contractors.

Cllr Tyrrell also added that the dips must be topsoiled using a sifted soil.

Cllr Eastley also suggested that next year the PC take on the maintenance of the pitches and charge LFC pro rata for the work.

The Clerk added that during the summer holidays, the primary school would be running a holiday club and she would be asking for a timetable, risk assessment and insurance from the holiday club leader.

The Clerk also explained she would be contacting the member of the public who requested a helicopter landing in Candy's field and require the following information before permission can be granted or refused by LPC:

1. *Details of the company*
2. *Landing Site Size with a clear approach and departure route.*
3. *Site Survey and risk assessment: As it is a public site details of operation, signage and segregation of the landing site.*
4. *Marshalling: During arrival and departure and whilst static to keep children, people safely away from the helicopter.*
5. *Police notification*
6. *500ft rule: Air law states a 500ft rule of people and infrastructure except for take-off and landing.*
7. *Obstacles at the Site*
8. *Completed appropriate Civil Aviation Authority (CAA) forms.*

The Clerk highlighted the importance of regular users/event organisers asking the PC's permission to timetable the use of the field effectively and safely. She reminded all that Candys Field was owned by the PC field who allowed the public to use it. The Clerk would add it to the Herald to remind the public of this fact. Cllr Tyrrell proposed a notice could be displayed in the field to inform the members of the public. Cllr Atkins seconded. Unan.

RESOLVED that the Clerk create a notice to be displayed in Candys Field for users to read and adhered to.

21/78 Planning applications

21/1651/FUL – Creation of off road parking to support installation of electric vehicle charging point at Figgins, Church Road.

21/1652/LBC – Removal and reinstatement of part of front wall to garden to create off road parking to support installation of electric vehicle charging point at Figgins, Church Road.

The applicant was present and spoke on this application. He highlighted the following points:

- Communal charge points will be a slow roll out.
- Owners need to install own charging points.
- Recognises the application is in the conservation area but there must be a balance regarding the change in circumstances of greener energy.
- The bends in the road already naturally slow the traffic down.

Two members of the public were present to object and raised the following points:

- Irreversible change in the conservation area.
- Grade II listed building.
- Change of street scene.
- Would set an unhelpful precedent.
- Contravenes Lympstone NP and design statement.
- Safety issues regarding the manoeuvre of vehicles in and out onto the highway.
- Already the main road to the village centre and very busy with traffic including deliveries and lorries.
- Flood zone and this will increase flooding issues.

Cllr Jung explained that planning decisions had to be decided upon planning policy currently in place and this application was in the conservation area. Cllr Linfoot highlighted that electric vehicle were a future Government vision that had to be addressed.

Cllr Atkins proposed to object due to the application in the conservation area. Cllr Hill seconded. Cllr Eastley, Payne, Staddon and Tyrrell also voted with Cllr Atkins proposal. Cllr Linfoot supported the application and Cllr Beatty abstained.

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

Cllr Atkins proposed to extend the meeting until 10pm. Unan.

21/1704/LBC – Replacement roof covering with natural slate on east, west and south slopes at 1 Bridge Cottages.

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

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

21/1729/FUL – First floor rear extension, replacing existing extension and replacement windows at 2 Hillside Cottages, Underhill.

Cllr Beatty proposed to support the application. Cllr Linfoot seconded. Unan.

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

21/1815/FUL – Single storey side extension and conversion of roof space to habitable use to include three front and one rear dormer at 31 Glebelands.

Cllr Hill felt this development would have a huge impact on the people living in this warden controlled, sheltered accommodation area. He proposed to object to this application due to over development of the site, the extension at the rear would overlook and create the loss of light to immediate neighbour and change the street scene. Cllr Tyrrell seconded. Unan.

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

21/1816/FUL – Replacement stables at Atlantis.

Cllr Eastley proposed to object to this proposal due to the increased size of the footprint to the original stables and in the Green Wedge. Cllr Beatty seconded. Cllr Linfoot, Payne, Staddon and Tyrrell also voted with Cllr Eastley's proposal. Cllr Atkins and Hill supported the application.

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

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. - *The amended plans indication the slight repositioning of the northern building (sleeping area) to the west to allow greater distance from the tree protection area.*

Cllr Atkins requested a recorded vote on this application.

Cllr Eastley proposed to support this application. Cllr Tyrrell seconded. Cllr Beatty, Hill, Payne, Staddon also voted with Cllr Eastley's proposal. Cllr Atkins objected. Cllr Linfoot abstained.

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

21/79 Planning decisions

RESOLVED that the EDDC decisions were noted.

21/80 Reports of Lead Councillor

21/80.1 Facilities and Estates:

Cllr Atkins reported that the BT phone box was in desperate need for a repaint and LPC should write to BT regarding this. Cllr Beatty added that if a pot of paint were purchased, she would repaint it.

Cllr Atkins reported that station bank was severely overgrown and needed a sign 'A managed wild area'. He believed it now needed maintaining. Cllr Tyrrell explained that nothing could be done until September due to bird nesting season. Cllr Beatty suggested a contractor was necessary. Cllr Staddon added that she would be happy to begin tackling the bank in September.

Cllr Atkins explained that the lock on Cliff field did not belong to LPC. The LPC lock had been cut off and another added. Cllr Hill explained that the field was managed by LPC so the lock there must be removed, and a new lock provided by LPC should be reinstated. Cllr Atkins asked the Clerk to purchase more padlocks.

21/80.2 Transport and Parking:

Cllr Hill reported that the annual permit in the public car park had increased by 25% and restricted users to only parking in Underhill car park. He explained that the quiet lanes in the Parish needed reviewing. Cllr Jung added that DCC did not want to continue with this review due to the extensive costs involved. Cllr Hill also explained that the PC would have to consider the yellow lines in the Parish and whether any needed to be added or removed in the future.

21/80.3 Community:

Cllr Linfoot reported that many dog walkers had been receiving verbal abuse from cyclists using the Exe Estuary Trail (EET) between Cliff and Avenue Field. Cllr Hill proposed that LPC write to

EEMP and DCC about appropriate signage for all users in this area to respect a shared space. Unan.

RESOLVED that the Clerk write to EEMP and DCC regarding appropriate signage.

Cllr Hill reported that recently there had been two fatal motorcycle accidents in Devon and the police would be more vigilant regarding road safety.

21/80.4 Environment:

Cllr Hill reported that the broken navigation sign at Darlings Rock had been replaced.

21/80.5 Heritage and Structure:

The Clerk reported on behalf of Cllr Rogers that a tour and two open days had been planned at Gulliford Burial Ground. These would be open for members of the public: Ken Perry & Torquil McNeilage, Conservation 22nd Aug 2021, 2-3pm tour explaining the HLF work of 2020 and Heritage Open Days 2021, 11th & 12th September 2021 10am - 4pm.

21/81 Matters raised by Councillors

Cllr Tyrrell explained that the attenuation tank at Highstone Grove was failing and leaking onto the Highway. SWW were investigating the situation.

Cllr Beatty asked Cllr Atkins to ensure a new lock was added to the far vehicular access gate in Candys Field.

Meeting closed **10.00pm**

Chairman:

Date:

21/85. Clerk's Report:

i) Correspondence received – Mr Eaton Terry re Bench

5/8/21

Hello I'd like to understand whether it's possible to replace - and put plaque on- one of the broken benches at Sowden End, and if so, what the cost would be? Thanks Jim

ii) Housing Needs Survey – Request received from Devon Community Housing Hub Coordinator

12/8/21

Good morning Lucy

Following the decision by the Parish Council not to support the Housing Needs Survey through my former client, I have had a fresh request.

My client is now Andy J Dyer Ltd. They wanted to be fully transparent with the Parish Council and request support for this new request with an open hand to cooperation.

The land they are considering for development is privately owned between Meeting Land and Strawberry Hill. The priority is not only to provide affordable housing homes but to develop a nature reserve and allotments. The client is keen to improve the current land, while making it a positive and appropriate impact. They want to be as clear about this as possible.

The survey however is an independent document, produced unbiased with a report based solely on the information returned by the residents. Devon Communities Together are engaged to carry out the survey as an independent organisation. It is used inform any neighbourhood planning. It is only influenced by the responses it receives from the community, who are the most important people to have a voice in detailing their own needs. Support for the survey would encourage the community to feed back more openly. It does not endorse any plans afterwards.

I am attaching some details on Housing Needs Surveys, which will hopefully allay any concerns over this as an independent report and a template survey. An example of a Housing Needs report can be found on this link; <https://www.devoncommunities.org.uk/services/rural-housing>.

I do hope the Parish Council will consider this new request. If they have any questions please do let me know. Obviously my role is purely to do the Housing Needs Survey but I am happy to answer any questions about this.

Many thanks

Caroline Shephard, Devon Community Housing Hub Coordinator

i) Finance - Payments / Financial summary / Budget report

Payments – July and August 2021:

01/07/21	2850	PVM Supplies - Public Toilets Inv: IN066524	£104.98
01/07/21	2851	Optima Graphics Topsham Ltd Inv: 26249	£474.00
01/07/21	2852	L Tyrrell - wages May 2021	£1,196.90
01/07/21	2853	L Tyrrell - expenses May 2021	£87.59
01/07/21	2854	HMRC - Income tax and NI	£114.30
05/07/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
15/07/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£65.00
15/07/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£32.00
15/07/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£77.21
15/07/21	2855	A Western June 2021	£610.00
19/07/21	2856	Graham Collins - Works to Youth Club	£134.47
19/07/21	2856	Graham Collins - New door, painted and fitted in ladies toilets	£287.53
30/07/21	DD	Plusnet REF: PNET3453454-1 (YC)	£28.29

02/08/21	2857	Michael Clarke - public toilets Inv no: SI-3553	£180.00
02/08/21	2858	Optima Graphic Topsham Ltd Inv: 26299	£443.00
02/08/21	2859	L Tyrrell - wages July 2021	£1,318.44
02/08/21	2860	L Tyrrell - expenses July 2021	£152.06
02/08/21	2861	HMRC - Income tax and NI	£171.56
04/08/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
05/08/21	2862	J Cowe – Public toilets cleaning June and July 21	£900.00
08/08/21	2863	Friends of Gulliford Burial Ground - Printing posters	£85.00
08/08/21	2864	Zurich Insurance renewal	£1,400.28
08/08/21	2865	SLCC - Clerks training Agendas and Minutes	£72.00
16/08/21	2866	A Western July 2021	£462.00
16/08/21	2867	Source for Business (SWW 21/5/21-3/8/21) Cust No. 2151 9709 01	£139.95
16/08/21	2868	Shift It (Cliff field corrugated iron removal) Inv no: INV-10504	£36.00
16/08/21	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£79.14
16/08/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£32.00
16/08/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£65.00

Receipts – July and August 2021:

01/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	1,818.48
02/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	19.17
09/07/2021	FPI	Herald Advert -QUICK I G HOUSE	30.00
09/07/2021	FPI	Herald Advert -TAYLOR M T	9.00
09/07/2021	FPI	Herald Advert -BYERS DM	25.00
10/07/2021	FPI	Herald Advert -TOOKE JE & E	15.00
10/07/2021	FPI	Herald Advert -TWIST AND SHOUT	100.00
14/07/2021	DC	EDF ENERGY REFERENCE: 671079829135 (YC)	£263.55
14/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	145.15
19/07/2021	FPI	ORCHARD MEMORIALS CANNING	45.00
23/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	19.17
28/07/2021	FPI	Herald Advert - TWIST AND SHOUT	100.00
30/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	96.85
30/07/2021	FPI	Laura Sissons - GoFundMe (Play areas)	48.30
03/08/2021	500026	A Crisp - donation towards play areas	20.00
03/08/2021	500026	C Wintrell - donation towards play areas	100.00
06/08/2021	FPI	Herald Advert - TWIST AND SHOUT	100.00
09/08/2021	FPI	Laura Sissons - GoFundMe (Play areas)	193.95

Financial Summary Report:	
Opening balance 1st April 2021:	95,828.47
Total receipts (1st April 2021 to 31 st August 2021)	31,527.06
Total Payments (1st April 2021 to 31 st August 2021)	20,503.72
Running balance as of 31 st August June 2021:	106,851.81
Balanced carried forward at 31/08/21:	106,851.81

	Budget Monitoring 2021 - 2022		
Expenditure			
Code	Item	Budget	Spent
G	VAT	£4,000.00	£352.68
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£11,000.00	£6,323.76
K	Clerks Expenses	£900.00	£329.95
L	Office expenses	£1,200.00	£250.56
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	£60.00
Q	Insurance, Audit, Elections	£3,500.00	£1,455.28
R	Miscellaneous	£1,000.00	£280.00
S	Herald Printing	£4,500.00	£2,164.00
T	A Western	£3,500.00	£2,530.50
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	£518.62
AC	Toilets inc: wages, consumables, sates, elec, utilities, repairs	£5,000.00	£3,133.63
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	£209.47
AI	YC Utilities	£1,000.00	£745.80
AJ	Website etc	£500.00	£132.50
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	£665.84
	Total	£63,924.00	£19,910.46
	Add VAT		<u>£352.68</u>
	Total		£20,263.14

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	2,327.00
K	Burial fees	2,000.00	90.00
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	263.55
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	29,065.99

Allocated balances 31st March 2021	Budget	Spent	Remaining
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	209.47	790.53
Public Conveniences	5000	£3,133.63	1,866.37
Play area	20,000	0	30,000.00
Emergency funding	5000	0	5,000.00
Total allocated balances	40500	3,343.10	37,156.90

ii) Clerk's Action List - Lympstone Parish Council: Clerks Action List – July and August 2021

Month and Minute	Response	Date Actioned
Mar – 21/21.1	Trees in Candys Field – Clerk visit Candys field with Lympstone tree warden and discuss the necessary work. (Autumn 21)	
May - 21/52.4	Contact Mr Shift It for a quote to remove the sheets of corrugated iron and tarpaulin in Cliff Field.	Email 30/7 7/8/21
June - 21/64	Clerk find out about CILCA training from DALC. Clerk arrange a date for her appraisal.	Email 30/7
July 21/74.1	Clerk to email to Devon Communities for their records.	30/7
July 21/74.3	Clerk write to Mr Sam Jeffcoat, PROW Officer to open communications between his team, the PC and landowners.	24/7
July 21/76	Clerk tweak the letter from LPC and send to the MP.	26/7
July 21/77	Clerk write to Mr Webster, LFC and ask for clarification of his actions to improve and maintain the pitch. Clerk write to Mr Webster, LFC for the progress with other pitches. Clerk specify the works directly with KePring contractors.	21/7
	Clerk to ask for a timetable, risk assessment and insurance from the club	21/7

	leader, primary school summer holiday club.	
	Clerk to request the following information before permission can be granted or refused by LPC for a helicopter landing in Candys Field: 1. <i>Details of the company</i> 2. <i>Landing Site Size with a clear approach and departure route.</i> 3. <i>Site Survey and risk assessment: As it's a public site details of operation, signage and segregation of the landing site.</i> 4. <i>Marshalling: During arrival and departure and whilst static to keep children, people safely away from the helicopter.</i> 5. <i>Police notification</i> 6. <i>500ft rule: Air law states a 500ft rule of people and infrastructure except for take-off and landing.</i> 7. <i>Obstacles at the Site</i> 8. <i>Completed appropriate Civil Aviation Authority (CAA) forms.</i>	22/7
	Clerk create a notice to be displayed in Candys Field for users to read and adhered to.	30/7
July - 21/78	21/1651/FUL – Creation of off road parking to support installation of electric vehicle charging point at Figgins, Church Road. 21/1652/LBC – Removal and reinstatement of part of front wall to garden to create off road parking to support installation of electric vehicle charging point at Figgins, Church Road. 21/1704/LBC – Replacement roof covering with natural slate on east, west and south slopes at 1 Bridge Cottages. 21/1729/FUL – First floor rear extension, replacing existing extension and replacement windows at 2 Hillside Cottages, Underhill. 21/1815/FUL – Single storey side extension and conversion of roof space to habitable use to include three front and one rear dormer at 31 Glebelands. 21/1816/FUL – Replacement stables at Atlantis. 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.	22/7 Clerk send the recommendations from LPC to EDDC.
21/80.1	Cllr Atkins asked the Clerk to purchase more padlocks.	9/8
80.3	Clerk write to EEMP and DCC regarding appropriate signage for between Cliff and Avenue fields.	30/7
Additional actions:		
	Zoom meeting with JB, LPC and FLOS Minutes	1/7 2/7
	Herald Report	5/7
	Emailed planning west with agreed planning decisions	2,6/7,22/7
	PC meeting Minutes from PC meeting 19/7/21	19/7 20/7
	Standing orders updated	
	Monthly PC Defib report x2 Registered with British Heart Foundation	29/7
	FLOS working group – emails, meetings on site with volunteers, GoFundMe Meet with LPC and EDDC re S106 and CIL money	Ongoing
	Gulliford Joint committee – emails, notice boards, gates, insurance, meeting, HLF finances, paths Meet with Benchworks 3/8 Mins 5/8	Ongoing
	Site meeting at Longbrook Cottage	5/8
	Pest control (Rats)	11/8
	Emailed planning west with agreed planning decisions	12/8
	New Football club contract with LPC	Aug
	Agendas and Minutes webinar	24/8

21/88. Land at Combe Farm

28/7/21

Dear Councillors

Land at Coombe Farm

I am writing to inform you of the Woodlands Trust's plans to acquire the land at Coombe Farm, near Woodbury. Over the past six months we have been working to explore options for this site to create a new woodland. As the UK's largest woodland charity we want to see the UK rich in woods and trees for people and for wildlife.

Coombe Farm already includes a mix of open pasture, small secondary woodland, veteran trees, hedgerows and two streams. It is a unique opportunity to increase tree cover in response to the climate and biodiversity emergencies. Our aim is to create a rich and diverse landscape that is a haven for wildlife and people, promoting nature recovery, climate resilience and public access. We plan to involve the local community in creating this landscape through tree planting and other activities.

We are now working to complete the acquisition process over the next few months and want to make sure that key local stakeholders are aware of what is happening. Our intention is to begin planting trees in October 2022.

The acquisition of this site involves a number of partners and a supportive foundation that has stepped forward to buy a section of the land on our behalf while we fundraise. Over the next six months, we'll develop our plans, before going public in early 2022 to raise the funds to permanently secure the whole site and bring our plans to fruition. We will also begin a programme to fully engage local communities. We are keeping communications relatively low this year but now want to engage with key stakeholders including direct neighbours and parish/town councils. There will be various stages at which formal consultations take place for example, planning applications on entrances and through the Forestry Commission on woodland creation plans. These will bring the project into the public domain and provide further opportunities for formal input. We are holding some exploratory meetings on site towards the end of July, but Covid is currently limiting our ability to involve large groups.

We would like to invite one or two representatives from your parish/town council join us and neighbours to attend a site walk at **2pm on 4th August** to share our initial plans and feed in your ideas. Our aim is to work collaboratively to create a vision for the site.

Please RSVP to southwestenquiries@woodlandtrust.org.uk to let us know if you would like to attend with names and a contact phone number.

I look forward to hearing from you.

Stan Abbott, Estate Manager, South West of England

21/89. Planning decisions

Date	Planning Application	LPC	EDDC
10/11/20	20/2392/LBC – Change use of first floor of garage from domestic storage to holiday accommodation, including installation of additional external door and internal alterations at Strand House.	26/11 Support	26/7 REFUSED
9/12/20	20/2391/FUL – Change use of first floor of garage from domestic storage to holiday accommodation, including installation of additional external door at Strand House.	23/12 Support	
19/4/21	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.	11/5 Support	3/8 APPROVED
26/4/21	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.	11/5 Support	3/8 APPROVED
17/5/21	21/1288/VAR - Variation of condition No. 2 (Approved plans) and No. 7 (Retained trees) of planning permission ref: 18/2787/FUL to	8/6 Support	15/7 APPROVED

	allow for re-positioning of, and alterations to, the garage at Wellsacre		
25/5/21	21/1388/VAR - Variation of condition No. 2 (approved plans) of planning permission ref: 18/2426/FUL at River Lea, Coutlands Lane	17/6 Support	30/7 APPROVED
10/6/21	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.	24/6 Support	12/8 APPROVED
10/6/21	21/1587/FUL - Replacement outbuilding barn with like for like barn to include a garage, store and annexe at Atlantis	24/6 Support	3/8 APPROVED
30/6/21	21/1729/FUL - First floor rear extension, replacing existing extension and replacement windows at 2 Hillside Cottages, Underhill	22/7 Support	12/8 APPROVED
29/6/21	21/1651/FUL – Creation of off road parking to support installation of electric vehicle charging point at Figgins, Church Road. 21/1652/LBC - Removal and reinstatement of part of front wall to garden to create off road parking to support installation of electric vehicle charging point at Figgins, Church Road.	22/7 Object	23/8 REFUSED

21/91. Communications:

Website: 31/8/21

D. Young reports

Mary and I will be experimenting on the website with using a QR code in addition to the usual links for the latest PC Agenda. This will enable people to download the latest version to their device – usually a mobile phone rather than, say, printing a copy.

We are also aware that often after the hardcopy of the Agenda has been published additional material had to be added – finance, planning etc.

‘Occasionally, new material has to be added to the Agenda after the publication date – for the latest version please visit the website lympstone.org’