



# LYMPSTONE PARISH COUNCIL

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28<sup>th</sup> September 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 4<sup>th</sup> October 2021 in the Committee 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](http://www.lympstone.org).

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Miss L Tyrrell  
Clerk to the Parish Council

## AGENDA

	<b>Public session</b>	<b>7.30</b>
21/93	<b>ACTION: Apologies</b>	<b>7.45</b>
21/94	<b>ACTION: Minutes</b> To confirm the minutes of the PC meeting held on the 6 <sup>th</sup> September 2021 attached.	<b>7.50</b>
21/95	<b>INFORMATION: To receive any Declarations of Interest</b>	<b>7.55</b>
21/96	<b>Clerk's Report (see attachments):</b> <b>ACTION</b> i) <b>Asset Register Policy</b> – to agree and approve LPC's Asset Register Policy previously circulated to all Cllrs. ii) <b>Correspondence received</b> - Mr and Mrs Hine Re: Kissing gate at Cliff Field <b>INFORMATION:</b> iii) <b>Notice of conclusion of audit</b> - Annual Governance & Accountability Return for the year ended 31 March 2021 iv) <b>Finance</b> – Payments / Financial summary / Budget report v) <b>Clerk's Action List</b> including responding to Clerks emails.	<b>8.00</b>
21/97	<b>INFORMATION: Report from the Chairman</b> , if any.	<b>8.10</b>
21/98	<b>ACTION: Clerks Appraisal</b> – Review the Clerks working terms and conditions.	<b>8.15</b>
21/99	<b>DISCUSSION: Community Asset re Methodist Hall</b> – Cllr Atkins to update and report.	<b>8.20</b>

21/ 100	<b>DISCUSSION: Chairman and Clerk Honours Board</b> in the Committee Room at the Village Hall – to discuss the removed board, a replacement and position.	8.25
21/ 101	<b>DISCUSSION: Lympstone Football Club</b> – to discuss the contract, maintenance and use of Candy's and Cliff fields.	8.30
21/ 102	<b>ACTION: Planning applications</b> <i>(NB that any applications received following the issue of this agenda will be considered)</i>  <b>21/2317/VAR</b> - Variation of condition 2 (approved plans) of 21/0490/FUL (Proposed new dwelling and car port) to allow the installation of a Packaged Sewage Treatment Plant at Land Adjacent To 21 Strawberry Hill <b>21/2318/FUL</b> - Installation of timber gates to existing driveway, construction of porch and single storey extension to the east of existing dwelling with associated landscaping at Southerleigh, Church Rd and <b>21/2319/LBC</b> - Installation of timber gates to existing driveway, construction of porch and single storey extension to the east of existing dwelling with associated landscaping at Southerleigh, Church Rd <b>21/2433/FUL</b> - First floor extension at The Workshop, Longmeadow Road <b>21/2459/FUL</b> - Removal and raising of roof, front pitched roof dormers and side flat roof dormers, and alterations to external materials at 1 Meadow Close <b>21/0751/FUL</b> - Siting of six shepherds huts with external decking, 3 boiler houses/log stores, one with decking area, and associated infrastructure (retrospective application) at Lympstone Manor Hotel <b>21/1312/FUL</b> - Replacement garage and workshop at Three Acres Summer Lane <b>21/2404/FUL</b> - Retention of 4 shipping containers for B8 storage uses, Farm Buildings At Meetings Lane	8.35
21/ 103	<b>INFORMATION: Planning decisions</b> (see attached)	8.45
21/ 104	<b>INFORMATION: Reports of Lead Councillor</b> Any reports requiring a decision are attached. <b>Facilities and Estates</b> – Cllr Atkins, Cllr Tyrrell <b>Communications:</b> <i>Vacant</i> <b>Transport and Parking:</b> Cllr Hill <b>Planning:</b> All Cllrs <b>Community:</b> <i>Youth Club:</i> Cllr Payne, <i>Friends of Lympstone Open Spaces:</i> Cllr Beatty, Cllr Payne to report on the update from FLOS and fundraising for the refurbishment of Candy's Field. <i>Village Hall:</i> Cllr Hill. <i>Neighbourhood Plan:</i> Cllr C Eastley, Cllr R Eastley to update with the review of the LNP. <i>CTCRM:</i> Cllr Rogers, <i>Community Hub:</i> Cllr Linfoot to update on events planned for 2022. <i>Police Advocate:</i> Cllr Hill <b>Environment:</b> <i>Lympstone Flood Resilience Group:</i> Cllr Atkins, <i>Exe Estuary:</i> Cllr Beatty, Cllr Staddon, Cllr Hill ( <i>EEMP rep</i> ) to report on the EEMP forum and letter from the Exeter Port Authority. <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> ) <b>Heritage and Structure:</b> <i>Gulliford Joint Committee and Friends of Gulliford Burial Ground:</i> Cllr Rogers to update on progress of work, HLF and the grand opening day with Prof Todd Gray. <i>Exe Estuary Trail:</i> Cllr Carter <b>Finance, Grants, Funding and Compliance:</b> All Cllrs	8.55
21/ 105	<b>INFORMATION: Items for the next Agenda</b> to include matters raised by Councillors and members of the Public	9.00

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN  
THE VILLAGE HALL AT 7.30PM ON MONDAY 6<sup>th</sup> SEPTEMBER 2021.**

PRESENT:	
<b>Councillors</b>	D Atkins, D Beatty, K Hill, J Payne, K Rogers, L Staddon and D Tyrrell
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	None
<b>District Councillors</b>	B Ingham
<b>Public</b>	2 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 Chair welcomed everyone present and thanked all for attending. She invited the public to speak.

A member of the public explained that a new Government initiative was now up and running called 'Active Travel' - *Putting pedestrians, cyclists & horse-riders at the top of the new hierarchy of road users. The car no longer king. A Prime Minister backed initiative, "The most radical change to our streets since the arrival of mass motoring."* More information about this initiative could be found at [About Us | Active Travel | Encouraging a 15% Spend on Cycling & Walking](#). He asked for the PCs support in encouraging Parishioners to help set up a new committee to aid Active Travel in Lympstone to make the Parish a more friendly pedestrian place. He added his concerns of emergency vehicles trying to pass all the parked vehicles and the importance of attempting to resolve this issue. He thanked the PC for taking the time to listen. The Chairman supported the idea and suggested that this request was added to the Herald.

Another member of the public raised the issue of electric charging points and shared his concerns of how, in practice, they could effectively and efficiently operate. He had seen street charging facilities in operation and noticed how users were plugging their cars in and leaving them parked in the space indefinitely. He felt this was causing many problems for all users needing to share the charging points. He added that a manned space was necessary like the Village Hall car park for example. The Chair explained that this was something that DCC and EDDC needed to investigate further. The Chair added that she would raise it with Devon County Cllrs.

District Cllr Ingham spoke and fully supported the Active Travel scheme raised. He believed it was the future and the PC had to be prepared for the change with a group and funding. It was positive action to take. He also raised the Lympstone Neighbourhood Plan (LNP) and reviewing it in time for the East Devon Local Plan which was due to be finalised in 2025. He felt the PC needed a group to review the LNP made up of half Parish Cllrs and half members of the public. He explained that the LNP simply needed tightening at this stage and not rewritten. He felt it was paramount that the PC ensured this review was completed in time to tie in with the new local plan. The Chair explained that LPC currently had two Parish Cllrs looking at the LNP to bring recommendations to full council. A steering group could be created after.

*District Cllr Ingham left the meeting at 7.47pm.*

A member of the public raised the recycling collections across East Devon. He felt that currently the system was inadequate and inefficient. He had seen other operations in place where one bin was used for all recycling, apart from food waste, and a factory sorted all materials quickly and safely. He felt the recycling lorry and sorting on the doorstep did nothing but hold the traffic up and polluted the air which outweighed the benefit of recycling. He strongly believed that EDDC needed to revise their recycling policy. The Chair suggested the Clerk write to EDDC Streetscene and copy in the District Cllrs about their policy and reviewing it.

## **21/82 Apologies**

Parish Cllr Linfoot and District Cllr Jung – summer vacation  
Parish Cllrs C and R Eastley – precautionary health measures (due to Covid19)  
Cllr Atkins proposed to approve the apologies. Unan.

*RESOLVED that the apologies received were approved by the PC.*

The Clerk explained that a reason for the apologies must be recorded and approved by the PC. The Clerk had attended a recent SLCC agendas and minutes training webinar and it was highlighted that the six-month rule could be overruled if the PC agreed to apologies that may span over six months e.g. long term illness, military service or a global pandemic. If the PC agreed to accept the apologies for something completely unavoidable then an individual Councillor or entire Parish Council would not automatically lose their seat after six months. The Clerk then added and pointed out that Lympstone Parish Council should never have been made to dissolve due to the unavoidable global pandemic Covid19.

## **21/83 Minutes**

Cllr Atkins proposed the PC minutes of the meeting held on the 19<sup>th</sup> July 2021 accurate. Cllr Beatty seconded. Unanimous.

*RESOLVED that the PC minutes of the meeting held on 19<sup>th</sup> July 2021 be confirmed as a correct record and signed by the Chairman.*

## **21/84 To receive any Declarations of Interest**

Cllr Atkins declared an interest with item 21/85.2

## **21/85 Clerk's Report:**

### **21/85.1 Correspondence received – Mr Eaton Terry re Bench**

Cllr Atkins explained that the current bench at Sowden End was broken and needed replacing. The Chair proposed to support this request of a new bench at Sowden end and allow a memorial plaque. Cllr Hill seconded. Unan.

*RESOLUTION that the Clerk contact Mr Eaton Terry with the cost of a new composite bench.*

### **21/85.2 Housing Needs Survey**

Cllr Atkins declared an interest and left the room.

Cllr Rogers stated that although she lived near the site of the owner who had requested the housing need survey, she had no financial interest.

Cllr Hill proposed to object to the request as the need for housing in the village was not necessary at this time. Cllr Payne seconded. Unan.

*RESOLUTION that the Clerk contact let the Housing Hub coordinator know that the PC would not support a housing needs survey.*

### **21/85.3 Finance**

Cllr Rogers proposed to approve the payments and receipts. She noted the financial summary and budget report. Cllr Hill seconded. Unan.

*RESOLVED that the following payments be approved:*

### **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

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

<b>Budget Monitoring 2021 - 2022</b>			
<b>Expenditure</b>			
<b>Code</b>	<b>Item</b>	<b>Budget</b>	<b>Spent</b>
G	VAT	£4,000.00	£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

#### 21/85.4 Clerk's Action List

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

### **21/86 Report from the Chairman.**

The Chair hoped everyone had an enjoyable summer break, she thanked all for attending and welcomed everyone back. The Chair explained that Gulliford Burial Ground was hosting two Heritage Open Days on the 11<sup>th</sup> and 12<sup>th</sup> September, and all were very welcome to attend. She added that two bespoke gates were being made for the burial ground and would be installed at the start of October in time for the official opening date at the end of October. The Chair explained that EDDC pest control had been in to investigate the Youth Club and no rats had been found. The overgrown vegetation behind the YC and Preschool would be cut back and tidied from the end of September. She reminded all present that Covid19 was on the increase in the area and asked everyone to continue to remain cautious and safe.

### **21/87 Website**

The Chair asked if there was a Cllr who would be able to shadow and support Mr Young with the website. No Cllr felt they were technologically confident enough to do this. Cllr Payne offered to ask a few members of the public that she felt maybe able to help.

### **21/88 Land at Combe Farm**

Cllr Staddon felt this invitation had been for a very closed meeting held by the Woodlands Trust and the representatives from the Trust would not answer any direct questions about their proposals. Cllr Tyrrell read his report:

*Councillor Staddon and I attended a meeting with the Woodland Trust at Coombe Farm on the 4th of August. Other Cllrs from Woodbury Parish Council and interested residents were also present.*

*We were introduced to the team from the Woodland Trust.*

*Initially it was explained that the Woodland Trust were there to listen the future plans of the land and listen to any concerns that any of us might have.*

*In my opinion, the Trust representatives seemingly avoided any direct questions, and as the afternoon unfolded it felt like the consultation was a closed tick boxing exercise rather than an open forum.*

*Whilst walking the fields the apparent insect life was a sight to see. The amount of wildlife lifelines was also very apparent. The whole area is a designated area of outstanding natural beauty.*

*The Trust explained that they wanted to encourage walkers and cyclists to use the area by constructing paths/cycle paths and car parks.*

*I felt dismayed at their seemingly lack of knowledge regarding fauna and flora.*

*In my opinion I believe if this is allowed to go ahead it will destroy the Coombe Valley forever for the following reasons.*

*1. Planting Trees will destroy the grass land of the Coombe Valley along with the grassland insects, lizards, frogs, toads, field mice, voles, moles and rabbits which will have a knock-on effect to entire life cycles; insect eating birds, small mammal eating birds and larger mammals eating the smaller mammals.*

*The destruction of all of their lifelines will be lost forever.*

*The answer given by the Woodland Trust was that they were going to create wildlife corridors, but no one could explain how they envisaged doing this proposal.*

*The Coombe Valley have a very small wild deer population and to combat them from eating the new trees the Trust are proposing to erect deer fencing. This fencing is approximately 6 feet high closed wired which would prevent most mammals accessing their lifelines.*

*To explain a lifeline.*

*A lifeline is an ancient track which animals and birds use to source food and water and escape from predators.*

*If they cannot use their lifelines the mammals run up and down the fence line for a few hours then die through stress.*

*The proposal to open to the public will only accelerate the loss of wildlife.*

*2. Along with members of the public there will be dogs, litter will increase and ultimately a café, visitor centre and toilet facilities.*



*Currently, the Coombe Valley has no visitors. The public and wildlife do not mix as we have Woodbury Common for that.*

*3. To accommodate car parks and footpaths means a faster water runoff into the Wotton Brook as this site is a huge catchment area for the Brook and I have concerns for the consequences for the residents of the village.*

*4. The current roads up to this site are somewhat narrow and difficult to navigate besides Devon County Council withdrawing money from the maintenance of these roads and indeed closing off some altogether.*

*In conclusion, the Coombe Valley has for centuries been an open space of land which wildlife has been able to use freely.*

*For several hundred years the farmers of the Coombe Valley have farmed the land allowing the wildlife a free rein to eat some of their crops. Now a large Trust will own the area in its entirety and effectively destroy the very thing they say they are going to help.*

*What the Woodland Trust have planned would attract short term financial gain and Government Grants rather than the longevity for the countryside and all wildlife that live there.*

*In my opinion, this is a huge unnecessary development on our doorstep for the approximately 250 plus acres of prime agricultural land.*

Cllr Tyrrell added that he did not know if the Woodlands Trust had ever bought open land before. He felt the planting of numerous trees would disturb the soil and cause more water run off towards Lympstone which was geographically below the area. He recommended that everyone should go and visit the land as it was a beautiful and scenic span of land. Cllrs could then envisage the before and after events that unfolded. Cllr Beatty believed the PC should oppose this change, the land and wildlife was currently a perfect balance. Cllr Staddon explained that LFRG were speaking with the EA about these proposals. Cllr Atkins proposed that this was something that could be raised once LPC had their meeting with the MP. Cllr Beatty proposed that Cllr Atkins met with the current owner of the land and raised the concerns highlighted in Cllr Tyrrell's report and whether the sale to the Trust could be revoked. Unan.

*RESOLVED that Cllr Atkins met with the current owner of the land to discuss the proposals in more detail.*

## **21/89 Planning applications**

**21/2044/FUL** - Installation of dormer window on second floor at Lympstone Nurseries.

WITHDRAWN

**21/2211/FUL** - Erection of a shed at Orchard Barn, Sowden Lane

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

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

**21/2327/FUL** - Proposed first floor extension over existing garage and single storey rear extension at 3 Spring Meadow Jackson Meadow.

Cllr Rogers felt that this would be permitted development and proposed to support the application. Cllr Payne seconded. Unan. Cllr Hill abstained.

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

## **21/90 Planning decisions**

*RESOLVED that the EDDC decisions were noted.*

## **21/91 Reports of Lead Councillor**

### **21/91.1 Facilities and Estates:**

Cllr Atkins briefly reported on the benches in the Parish. He proposed that new picnic tables were needed at: the lookout point beyond the Green and two in Candy's Field. New benches were needed: two in Candy's Field in front of the Preschool, and one outside Gulliford burial ground.

He proposed they should be replaced using composite material.

Cllr Hill seconded. Unan.

*RESOLVED that the Clerk purchase the necessary new picnic table and benches.*

Cllr Atkins also reminded all Cllrs that the necessary remedial works in Candy's Field still needed to be completed. Cllr Atkins reported that the fence between the school and lower car park was rotten and needed replacing. He highlighted that the vehicular gate post was rotten and also needed replacing. Cllr Atkins proposed that three quotes were sought as soon as possible to replace the entire fence and gate with metal for longevity and heightened safety for pedestrians walking past the cars. Cllr Hill seconded. Unan.

*RESOLVED that the Clerk identify three quotes for the necessary work.*

### **21/91.2 Communications: Vacant**

*Website:* The Clerk read the report on behalf of Mr Young regarding the website:

*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](http://lympstone.org)'*

All Cllrs unanimously agreed to include the final quote to every agenda to allow for any additional necessary information.

*RESOLVED that the Clerk add a sentence explaining any additional information added after the published agenda on to the website.*

**21/91.3 Transport and Parking:** Cllr Hill highlighted that there would be a rise in electric cars and charging points. He also added his concerns of the possibility of EDDC discontinuing parking permits for residents in the public car park.

**21/91.4 Community: Youth Club:** Cllr Payne reported that the Youth Club was hoping to open in October. She explained that there was an issue with the bank account closing and trying to find a new bank account which allowed a community account. Cllr Beatty requested for the Youth Club and Preschool accounts as she had not seen any and the PC were liable to check these. Cllr Payne explained she would get something from the Youth Club by the end of the year for the PC. The Chair highlighted the fact that a new committee had to be formed.

*Friends of Lympstone Open Spaces:* Cllr Payne reported that she had begun a grant application from the Marines Charity and would update the PC on this in due course. She added that LPC and FLOS would be holding a zoom meeting regarding updates on Thursday 16<sup>th</sup> September at 1.30pm.

*Community Hub:* The Clerk reported on behalf of Mrs Lyons an update from the Community Hub: *The community hub had provided between 30-35 meals a month to the most vulnerable members*

of the Parish. This averaged a cost of £85 per month. The Hub had been provided with three grants to help towards the cost of this:

Devon County Councillors £500 – grant specific to Covid19 support

Lympstone WI £400 – grant specific to be used in Lympstone

Harlow Consultancy £300 – grant specific for Community lunches

These grants had covered all costs from January 2021 and should last at least until Dec 2021.

The Community Hub propose to continue delivering the lunches and in December, hire the village hall to host a community Christmas meal with entertainment. From January the village hall would be booked out once a month to continue a social event.

**21/91.5 Environment:** *Lympstone Flood Resilience Group:* Cllr Atkins reported that he would like more detail regarding the LFRG spending money to tell farmers in the area how they should run their land. He felt this money spent was not necessary as many farmers in the community did not want this advice. Cllr Atkins proposed to contact Mr Corcos from LFRG to discuss this. Unan.

*RESOLVED that Cllr Atkins would contact Mr Corcos about this issue.*

*Exe Estuary:* Cllr Hill (EEMP rep) explained he would be attending an EEMP forum on Wednesday 15<sup>th</sup> September.

*Wotton Brook:* Cllr Tyrrell read his report and displayed photographic evidence regarding the pollution in the Wotton Brook:

*You have all received the many photographs I have circulated regarding the state of Wotton Brook. The numerous times I have sent out photographs makes me so disappointed that our authorities who are supposed to help and support the public seemingly ignore that our water courses are so polluted.*

*In the present climate when global warming and pollution is so high on our authorities list to tackle and change why there is nothing investigated to rectify the situation on our doorstep. The PC is the bottom tier of authority which gathers evidence first-hand and is seemingly ignored by the larger authorities with the power to make a difference.*

*In the second week of August, I met SWW testing the water at the Ford where a large amount of white foam was floating on the water. Recently this has become a very common sight there. I asked the SWW official about the foam who stated it was froth. I explained that this froth was not upstream (by the waterfall and above) and he could not answer me.*

*His final words to me were that as a parish you must contact the EA as it is obvious that someone's private sewage plant is not working. I pointed out that there was a private plant just over the hedge. He again suggested to ask the EA to find out if the owner of the sewage plant had a permit to discharge into the Wotton Brook and if they had then to ask the EA why as the main sewer is so close.*

*He also stated that the EA could analyse the water quality far better than he could and request that too.*

*Therefore, I would like to propose that LPC write to the EA to test the water in the Brook and specify the following:*

*1 The PC would like to observe the time of testing*

*2 The PC would like a full report of what exactly are the chemicals in the water making the froth.*

*Unfortunately, it means that we must give up more of our time to try and sort out an issue where paid officers from larger authorities should be regularly doing as a matter of course regarding public health. I haven't even seen a dragon fly in the Brook this year. It is shameful that an open sewer is in existence in this day and age. It should also be noted that the River Trust has found evidence of Covid19 in some rivers in this country.*

*I would like to also propose that the PC get advisory information signage to put up at all the public access points i.e. The waterfall, Ford and the Boat Shelter end to advise the public that the Brook is potentially polluted and until tested clear to please avoid children and dogs entering and playing*

*in the water.*

*As a responsible council I believe it is our duty to inform and we may also get more public to start taking notice of the state of Wotton Brook.*

The Chair seconded Cllr Tyrrell's proposal of writing to the EA. Unan.

*RESOLVED that the Clerk draft a letter to the EA using points raised in Cllr Tyrrell's report.*

Cllr Hill seconded Cllr Tyrrell's proposal of advisory signage for members of the public. Unan.

*RESOLVED that the Clerk draft a sign to get printed.*

Cllr Staddon reported that she had now received a water testing kit from the River CSI Project and would be able to regularly test the water and enter findings online to a national database to monitor.

**21/92 Items for the next Agenda**

Lympstone Football Club – using the fields and the LPC and LFC contract.

Meeting closed **9.30pm**

Chairman:

Date:

## 21/85. Clerk's Report:

- i) **Asset Register Policy** – to agree and approve LPC's Asset Register Policy previously circulated to all Cllrs.
- ii) **Correspondence received** - Mr and Mrs Hine Re: Kissing gate at Cliff Field

11/9/21

Dear Councillors

The kissing gate which leads into the Field was removed a few days ago; we have been told that this was due to concern about corrosion. The gate has, of course been there for as long as anyone can remember. Margaret remembers it from 70 years ago, when she used to visit her grandparents and then her uncle and aunt, Tim and Pat Tapscott, at West View.

Any field needs a gate and the entrance to the field now looks very odd and somehow neglected. May we hope that the existing one is currently under repair and will be returned in the near future? Kind regards,

John and Margaret Hine

16/9/21

Hi Lucy,

We generally use mass-produced gates as we have to install and maintain so many across the county. They also have to meet certain British Standards when being installed by DCC so that also prevents us realistically being able to use different designs in different places. We currently have a stock of certain types of gates from this company: <https://centrewire.com/>

If the parish decides that it would rather produce and install something bespoke, I may still be able to assist. I'm sure if I spoke to my boss I could get permission to reimburse the parish however much it would have cost DCC to have supplied an equivalent gate from a company like Centrewire. That could be a couple of hundred pounds towards a bespoke gate assuming I can get that agreed? Just a thought.

I'll wait to hear back from you, many thanks

Sam Jeffcoat

Public Rights of Way Warden

Devon County Council

- iii) **Notice of conclusion of audit** - Annual Governance & Accountability Return for the year ended 31 March 2021 – posted on notice boards and website 21<sup>st</sup> Sept 21.

- iv) **Finance** – Payments / Financial summary / Budget report

### Payments – September 2021:

06/09/21	2869	Alison West - Bespoke Web Designs Inv no: 2567	£100.00
06/09/21	2870	L Tyrrell - wages August 2021	£1,115.80
06/09/21	2871	L Tyrrell - expenses August 2021	£111.09
06/09/21	2872	HMRC - Income tax and NI	£76.20
06/09/21	2873	VHCIO - LPC grant awarded	1,683.00
06/09/21	2874	Benchworks Groundworks Ltd - Paths at Gulliford Burial Ground	4,549.03
06/09/21	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	14.00
15/09/21	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£65.00
15/09/21	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£32.00
30/09/21	DD	Plusnet REF: PNET3453454-1 (YC)	£29.99

### Receipts – September 2021:

08/09/2021	FPI	Laura Sissons - GoFundMe (Play areas)	48.04
10/09/2021	FPI	Heral Advert - Peter Tosh Optica	25.00

14/09/2021	FPI	Herald Advert - R Sissons	15.00
14/09/2021	FPI	Herald Advert - Rodney Spiller	100.00

<b>Financial Summary Report:</b>	
Opening balance 1st April 2021:	<b>95,828.47</b>
Total receipts (1st April 2021 to 30th September 2021)	<b>55,215.10</b>
Total Payments (1st April 2021 to 30th September 2021)	<b>28,309.82</b>
Running balance as of 30th September 2021:	<b>122,733.75</b>
<b>Balanced carried forward at 30/09/21:</b>	<b>122,733.75</b>

<b>Budget Monitoring 2021 - 2022</b>			
<b>Expenditure</b>			
<b>Code</b>	<b>Item</b>	<b>Budget</b>	<b>Spent</b>
G	VAT	£4,000.00	£1,327.23
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,683.00
J	Clerk's Salary	£11,000.00	£7,634.96
K	Clerks Expenses	£900.00	£395.94
L	Office expenses	£1,200.00	£360.34
M	Village Hall Hire	£0.00	£0.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£650.00	£586.00
P	Courses, Travel etc	£500.00	£60.00
Q	Insurance, Audit, Elections	£3,500.00	£1,855.28
R	Miscellaneous	£1,000.00	£280.00
S	Herald Printing	£4,500.00	£2,638.00
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	£472.50
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, rates, elec, utilities, repairs	£5,000.00	£3,146.93
AD	Flood equipment and Maintenance	£300.00	£166.66
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	£894.93
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	£8,221.70
	Total	£63,924.00	£32,482.88
	Add VAT		<u>£1,327.23</u>
	Total		£33,810.11

Code	Receipts - Budget Performance 2021-2022		
		Budget	Actual
F	Precept	47,000.00	47,000.00
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	2,467.00
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	52,705.99

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	20,000.00
Emergency funding	5000	0	5,000.00
Total allocated balances	40500	3343.1	37,156.90



**v) Clerk's Action List - LPC: Clerks Action List – September 2021**

Month and Minute	Response	Date Actioned
Mar – 21/21.1	<b>Trees in Candys Field</b> – Clerk visit Candys field with Lymptone tree warden and discuss the necessary work. (Autumn 21)	
June - 21/64	Clerk find out about CILCA training from DALC. Clerk arrange a date for her appraisal.	Email 30/7 15/9
Sept – Public session	Add Active Travel info to Herald report	7/9
Sept – Public session	Contact Streetscene cc EDDC Cllrs re recycling policy	9/9
21/85.1	Clerk to contact Mr Eaton Terry with the cost of a new composite bench.	13/9
21/85.2	Clerk to let the Housing Hub coordinator know that the PC would not support a housing needs survey.	8/9
Sept - 21/89 Planning applications	<b>21/2044/FUL</b> - Installation of dormer window on second floor at Lymptone Nurseries. – WITHDRAWN	9/9 Clerk send the recommendations from LPC to EDDC.
	<b>21/2211/FUL</b> - Erection of a shed at Orchard Barn, Sowden Lane <i>Recommendation – Support</i>	
	<b>21/2327/FUL</b> - Proposed first floor extension over existing garage and single storey rear extension at 3 Spring Meadow Jackson Meadow. <i>Recommendation – Support</i>	
21/91.1	Clerk to purchase the necessary new picnic tables and benches.	13/9 emailed 2 companies
21/91.1	Clerk to identify three quotes for replacing the fence and post between school and lower car park.	
21/91.5	Clerk draft a letter to the EA using points raised in Cllr Tyrrell's report.	9/9, 13/9
21/91.5	Clerk draft a sign to get printed regarding Wotton Brook.	9/9
Additional actions:		
PC meeting		6/9
Minutes from PC meeting 6/9/21		9/9
Herald Report		7/9
Monthly PC Defib report x2 and updated details online		8/9
New defib pads ordered and fitted		9/9
Emailed planning west with agreed planning decisions		9/9
Meet with KR, CE, RE re: NP		9/9
Asset Register Policy		10/9
VH opening		12/9
KePring correspondence and accessing the fields		14-21/9
Clerks appraisal		15/9
Zoom meet LPC and FLOS and Minutes		16/9
Gulliford Joint committee – emails, notice boards, gates, insurance, meeting, HLF finances, paths		Ongoing
Draft Policies written: Co-option/Complaints/FOI & Publication/Training/Filming & recording/Equality/Digital & Social Media/Health & Safety Statement		21/9
Signed LFC and LPC contract		22/9
Draft Policies written: Environmental/PC Job description/Email usage/Grants/Data Protection & Information Security/Disciplinary/Working groups terms of reference		23/9
Draft policy and risk assessment written: Burial ground		27/9
Draft LPC 5-year plan written		27/9
Zoom meet with JB, LPC, R&LS and Minutes		29/9

**21/103. Planning decisions**

Date	Planning Application	LPC	EDDC
30/4/21	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   Highcliffe Bungalow Sowden Lane Lymptone Exmouth EX8 5HB	12/5 Support	3/9 Approved
22/6/21	21/0894/VAR - Variation of Condition 2 [plans condition] of application 20/0695/FUL [Construction of single storey rear and	6/7 Support	10/9 Refused



	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		
30/6/21	21/1704/LBC – Replacement roof covering with natural slate on east, west and south slopes at 1 Bridge Cottages	22/7 Support	3/9 Approved
28/5/21	21/1437/FUL - Construction of replacement dwelling at Woodstock	17/6 Support	1/10 Approved