



LYMPSTONE PARISH COUNCIL

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1st February 2022

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 7th February 2022 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 spaced Covid19 safe seating (NB Spaces will be limited). Face masks or shields are encouraged to be worn. Hand sanitiser and a track and trace system will operate on entry.

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

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

Miss L Tyrrell
Clerk to the Parish Council

AGENDA

| | | |
|-------|---|-------------|
| | Public session | 7.30 |
| 22/13 | ACTION: Apologies | 7.45 |
| 22/14 | ACTION: Minutes To confirm the minutes of the PC meeting and PC Part B meeting held on the 10 th January 2022 attached. | 7.50 |
| 22/15 | INFORMATION: To receive any Declarations of Interest | 7.55 |
| 22/16 | Clerk's Report (see attachments): ACTION <ul style="list-style-type: none"> i) Data and Information, Environmental, Filming and Recording Meetings Policies – To agree and approve LPC's Policies previously circulated to all Cllrs. ii) Queens jubilee tree – 'Plant a tree for the Queens jubilee'. Discuss the type of tree LPC would like to plant and locate a suitable position in the Parish iii) Pick up after your dog – Ways forward to improve educating irresponsible dog owners. iv) Cyclist through the village – Future strategies to slow cyclists entering/exiting the cycle path. INFORMATION: <ul style="list-style-type: none"> v) Finance – Payments / Financial summary / Budget report vi) Clerks Action List | 8.00 |
| 22/17 | INFORMATION: Reports from the Chairman, EDDC and DCC Cllrs if any. | 8.10 |

| | | |
|-------|---|------|
| 22/18 | ACTION: Community Asset – To receive an update from Cllr Atkins re Methodist Hall | 8.15 |
| 22/19 | INFORMATION: Lympstone Football Club – To receive an update. | 8.20 |
| 22/20 | ACTION: East Devon Local Plan Review – To discuss all the correspondence received from members of the public and an appropriate response from LPC at this time. Agree a lead Cllr(s) dedicated to this area. To arrange a public open meeting. | 8.25 |
| 22/21 | ACTION: Planning applications <i>(NB that any applications received following the issue of this agenda will be considered)</i> 22/0066/FUL - Demolition of existing rear extension and construction of new rear extension at Monmouth House, Courtlands Lane. 21/3177/LBC - Replace 1no. tripartite window on first floor south elevation at Varnes, Church Road. 22/0161/FUL - Single storey rear and front extension at Highfield 12 Underhill Close. | 8.30 |
| 22/22 | INFORMATION: Planning decisions (see attached) | 8.35 |
| 22/23 | INFORMATION: Reports of Lead Councillor Any reports requiring a decision are attached. Facilities and Estates – Cllr Atkins, Cllr Tyrrell. Communications: Cllr Francis to update all members from a meeting with the webmaster. Transport and Parking: Cllr Hill Planning: All Cllrs Community: <i>Youth Club:</i> Cllr Payne to report on the new contract and job description. <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, Cllr Linfoot to update with the review of the LNP. <i>CTCRM:</i> Cllr Payne, <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 to update all members regarding dredging along the Estuary. <i>Wotton Brook:</i> Cllr Staddon, Cllr Tyrrell, Cllr R Eastley. <i>Emergency Plan:</i> Cllr Linfoot, <i>Allotments:</i> Cllr Atkins (<i>Trustee</i>), Cllr Beatty, Cllr C Eastley, <i>Trees:</i> Cllr Tyrrell (<i>Warden</i>) Heritage and Structure: <i>Gulliford Joint Committee and Friends of Gulliford Burial Ground:</i> Cllr Beatty, Cllr Staddon. <i>Exe Estuary Trail:</i> Cllr Carter Finance, Grants, Funding and Compliance: All Cllrs | 8.40 |
| 22/24 | INFORMATION: Items for the next Agenda to include matters raised by Councillors and members of the Public | 8.50 |

ADDITIONAL INFORMATION FOR ITEM 22/18 COMMUNITY ASSET

Motion for adoption at PC meeting Monday 7th February 2022.

Methodist Hall purchase lender sealed bid procedure as under:

Mr Chairman,

I would like to formally move the undermentioned proposal – that Lympstone Parish Council do formally request to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a Public Works Loan Board (PWLB) loan of £150,000 over the borrowing term of 50 years for the purpose of securing the purchase of the redundant Methodist Hall situated in the heart of the village. An asset close to the train station, shop, pubs, public car park and tearoom.

The annual loan repayment will come to around interest of £3720 per annum over 50 years and the capital repayment of £3000 per annum paid half yearly.

It is not intended to increase the council tax precept for the purpose of the loan repayments.

Cllr DG Atkins.

Members of the public: If you have any views or opinions you wish to feed in, please contact the Parish Council direct.

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 10th JANUARY 2022.**

| | |
|-----------------------------|---|
| PRESENT: | |
| Councillors | D Atkins, D Beatty, C Eastley, R Eastley, K Hill, N Linfoot, J Payne, L Staddon and D Tyrrell |
| Clerk | Miss L Tyrrell |
| County Councillors | J Trail |
| District Councillors | B Ingham and G Jung |
| Public | 6 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 Committee Room of the Village Hall. It was a paperless meeting.

Public session

The Chairman invited members of the public to speak.

A member of the public had seen on social media there were 140 houses planned to be built in Lympstone. He asked where the land was for these houses. District Cllr Jung replied and explained that there were a few areas up for discussion. EDDC would be calling an open meeting later in the year for a full public consultation. All the proposed maps could be found online under EDDC housing plan. Cllr Jung added that the Government target was 920 new houses per year for the next 20 years. Another member of the public queried the relationship between EDDC local plan and Lympstone Neighbourhood plan as Lympstone had already met its housing quota. District Cllr Ingham was alarmed at the new housing proposals and more alternatives should be offered. He believed that Exmouth did not need to expand but made more sustainable without encroaching and expanding into the local villages. He believed that if houses needed to be provided by 2040 then a new 'garden village' should be created not adjoining developments to neighbouring Parishes. The first debate would be held tomorrow at EDDC Strategic planning meeting and he would be in attendance. He felt the plan was being rushed through. Cllr Ingham wanted the green wedge protected and expanded. He would be proposing this to EDDC. Another member of the public felt the data provided from Government regarding housing needs was flawed and infrastructure was not up to par. He was an attendee at the Devon Climate Summit whose aim was to reduce number of cars, more houses would equal more vehicles with inadequate infrastructure. This planning opposed the Devon Climate plan. Cllr Ingham also reported to Lympstone PC in the public session due to having to leave early to attend another Parish Council meeting. He explained that EDDC were currently looking at next years budget and there was a proposal to raise public car parking charges. He explained parking charges would only be raised in high usage car parks but he felt this was unfair and the cost should be raised in every car park not selected ones.

22/1 Apologies

Cllr C Carter due to ill health.

County Cllr Scott due to another meeting.

Cllr Atkins proposed to approve the apologies. Cllr Beatty seconded. Unan.

RESOLVED that the Apologies were approved by the PC.

22/2 Minutes

Cllr Hill proposed that the PC and Part B PC meeting held on the 6th December and the PC planning meeting held on the 21st December 2021 accurate. Cllr Beatty seconded. Unanimous.

RESOLVED that the PC and Part B PC meeting held on the 6th December and the PC planning meeting held on the 21st December 2021 be confirmed as a correct record and signed by the Chairman.

22/3 To receive any Declarations of Interest

None

22/4 Clerk's Report

22/4.1 Declaration of Office and Code of Conduct

Cllr Francis read out loud to all present and signed both the declaration of Office and Code of Conduct.

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

22/4.2 Discipline, Email usage, Freedom of Information and Publications, Training and Development Policies

Cllr Atkins highlighted the importance of responding quickly to emails for effective decisions to be made. Cllr Atkins proposed to agree and adopt the Discipline, Email usage, Freedom of Information and Publications, Training and Development Policies. Cllr Linfoot seconded. Unan.

RESOLVED that the Discipline, Email usage, Freedom of Information and Publications, Training and Development Policies were agreed and adopted by LPC.

22/4.3 Parish Council Burial ground

Cllr Tyrrell proposed to agree and adopt the Burial Ground Policy. Cllr Atkins seconded. Unan.

RESOLVED that the Burial ground policy was agreed and adopted by LPC.

Cllr Atkins agreed an amendment of double fee costs for residents outside the Parish but only if they had strong links to the Parish as the burial ground did have limited space. Cllr R Eastley proposed to keep double fees for non-parishioners but allow a discretion of the PC to waive double fees if strong links to the Parish could be proven. Cllr Atkins seconded. Unan.

RESOLVED that the Burial grounds double fees would remain unless strong links to the Parish were relevant.

The Clerk explained that a more detailed plan of maintenance needed to be recorded. It was agreed that the Clerk would work with Cllr Atkins on drafting this.

The Clerk also queried the fee for a replacement memorial on a current cremation plot.

Cllr Payne proposed no fee should be charged for a replacement. Cllr Tyrrell seconded. Unan.

RESOLVED that the Clerk would inform the stone mason there would be no charge for a replacement headstone.

22/4.4 Parish Cllrs expenses

The Clerk presented a new expenses policy which would reimburse PC travel and purchase expenses agreed in advance by the PC. Cllr Linfoot proposed to agree and adopt the Parish Councillor Expenses policy. Cllr Hill seconded. Unan.

RESOLVED that the Parish Councillors Expenses policy was agreed and adopted by LPC.

22/4.5 Notice boards under the railway bridge

The Clerk presented the new design and cost for a new notice board under the railway bridge to encompass all groups notice boards. The cost would include supplying all materials, labour and fitting. A member of the public raised a query for more joint notice boards around the Parish to prevent laminated posters distributed on telegraph poles. Cllr Hill added that these could be displayed in the car park, Longmeadow Road, Glebelands and bus stops. Cllr Atkins added that the current notice boards are not large enough to display all information so new boards could be rolled out over time across the Parish. County Cllr Trail suggested asking the 'Men's Shed' in Exmouth for another quote. The Clerk asked for the contact details from Cllr Trail to enquire.

22/4.6 PC meeting dates

The PC meeting dates for 2022 would remain. Cllr Atkins proposed to move any Monday bank holiday meeting date to the next day, on the Tuesday instead. Cllr Linfoot seconded. Unan.

RESOLVED that any Monday bank holiday meeting date would be moved to the Tuesday, the following day.

22/4.7 Finance

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

RESOLVED that the following payments be approved:

Payments – December 2021:

| | | | |
|----------|------|---|-----------|
| 06/12/21 | 2911 | Oakwater Laboratories - Brook water testing | £65.00 |
| 06/12/21 | 2912 | Optima Graphics Topsham Ltd Inv: 26527 | £547.00 |
| 06/12/21 | 2913 | PVM Supplies - Public Toilets Inv: IN072143 | £183.98 |
| 06/12/21 | 2914 | HMRC - Income tax and NI | £161.98 |
| 06/12/21 | 2915 | L Tyrrell - wages Nov 21 | £1,298.22 |
| 06/12/21 | 2916 | L Tyrrell - expenses Nov 21 | £77.69 |
| 06/12/21 | 2917 | Alison West - Bespoke Web Designs Inv: 2650 | £25.00 |
| 06/12/21 | 2918 | Angela Cole - HLF evaluation meeting expenses | £35.50 |
| 06/12/21 | 2919 | A Western - Nov 21 | £693.00 |
| 06/12/21 | DD | EDF ENERGY REFERENCE: 671024465401 (Toilets) | £14.00 |
| 06/12/21 | DD | EDF ENERGY REFERENCE: 671079829135 (YC) | £32.00 |
| 06/12/21 | DD | EDF ENERGY REFERENCE: 671079829166 (YC) | £97.00 |
| 21/12/21 | 2920 | VHCIO - Committee Room Hire for Gulliford HLF project evaluation | £17.50 |
| 21/12/21 | 2921 | Doreen Murray - Printing for Advent calendar trail | £130.68 |
| 21/12/21 | 2922 | J. Morrish - Metal safety fence between pri sch and car park | £2,590.00 |
| 21/12/21 | 2922 | J. Morrish -Notice board repairs | £335.00 |
| 21/12/21 | 2922 | J. Morrish -Remove faulty play equipment, safety tree fence | £425.00 |
| 21/12/21 | 2922 | J. Morrish -Remove damaged gate in Cliff field and cut back hedge behind YC and pre sch | £400.00 |
| 21/12/21 | 2922 | J. Morrish -Hedge at Rag, remove metal goal posts | £380.00 |
| 21/12/21 | 2922 | J. Morrish -Erect signs for pollution in Brook | £390.00 |
| 21/12/21 | 2923 | J Smallwood - Gulliford HLF project evaluator | £782.90 |
| 21/12/21 | 2924 | Exeter City Council - contribution to Exe Estuary patrol boat | £250.00 |
| 21/12/21 | 2925 | VHCIO - Kitchen Hire for community hub xmas lunches | £35.00 |

Receipts – December 2021:

| | | | |
|------------|--------|--|--------|
| 01/12/2021 | FPI | Herald Advert - Swan Inn | 150.00 |
| 06/12/2021 | FPI | Heral Advert - Peter Tosh Optica | 25.00 |
| 09/12/2021 | FPI | Herald Advert - M Hobbs Roofing | 135.00 |
| 10/12/2021 | FPI | Herald Advert - J P MOFFATT | 45.00 |
| 13/12/2021 | 500030 | R Gegg - Burial fee for S Wilson | 415.00 |
| 13/12/2021 | 500030 | Tennis Club donation towards play area | 500.00 |
| 15/12/2021 | FPI | Herald Advert - Redwing | 100.00 |
| 16/12/2021 | FPI | Herald Advert - House IT Ltd | 135 |
| 20/12/2021 | FPI | Herald Advert - Rodney Spiller | 100 |
| 20/12/2021 | FPI | Herald Advert - Rodney Spiller | 100 |
| 21/12/2021 | FPI | Andrew Wadham - cake sale fundraising | 343.95 |
| 23/12/2021 | 500031 | Herald Advert - Simon Quick (via S Morgan) | 45 |
| 23/12/2021 | 500031 | Herald Advert - T Matthews (Clockwise) | 135 |
| 27/12/2021 | FPI | Herald Advert - P Hardy | 54.00 |

| Financial Summary Report: | |
|---------------------------------|-----------|
| Opening balance 1st April 2021: | 95,828.47 |
| | |

| | |
|---|-------------------|
| Total receipts (1st April 2021 to 31st December 2021) | 117,556.77 |
| | |
| Total Payments (1st April 2021 to 31st December 2021) | 56,201.93 |
| | |
| Running balance as of 31st December 2021: | 157,183.31 |
| | |
| Balanced carried forward at 31/12/21: | 157,183.31 |

| Budget Monitoring 2021 - 2022 | | | |
|--------------------------------------|--|---------------|--------------|
| Expenditure | | | |
| Code | Item | Budget | Spent |
| G | VAT | £4,000.00 | £2,364.55 |
| H | S137 | £100.00 | £100.00 |
| I | Other Grants | £1,000.00 | £2,158.00 |
| J | Clerk's Salary | £11,000.00 | £10,726.71 |
| K | Clerks Expenses | £900.00 | £527.92 |
| L | Office expenses | £1,200.00 | £555.09 |
| M | Village Hall Hire | £0.00 | £31.50 |
| N | Chairman's Allowance | £200.00 | £85.00 |
| 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 | £2,497.00 |
| S | Herald Printing | £4,500.00 | £3,778.00 |
| T | A Western | £3,500.00 | £4,518.50 |
| U | Grass and hedge cutting | £1,000.00 | £0.00 |
| V | Other Maintenance | £1,500.00 | £5,669.04 |
| W | General tree work inc Candys Field | £500.00 | £605.00 |
| X | Bin emptying | £750.00 | £472.50 |
| Y | Handyman | £4,000.00 | £0.00 |
| Z | Notice Boards - Maintenance | £100.00 | £335.00 |
| 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 | £4,855.10 |
| AD | Flood equipment and Maintenance | £300.00 | £249.92 |
| AE | LFRG expenses | £400.00 | £51.33 |
| AF | Gulliford Cemetery | £800.00 | £0.00 |
| AG | Burial Ground | £500.00 | £0.00 |
| AH | Youth Club Building Maintenance | £500.00 | £362.47 |
| AI | YC Utilities | £1,000.00 | £1,319.56 |
| AJ | Website etc | £500.00 | £157.50 |
| 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 | £165.68 |
| 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 | £9,203.44 |
| | | | |
| | Total | £63,924.00 | £51,943.71 |
| | Add VAT | | £2,364.55 |
| | Total | | £54,308.26 |

| 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 | 55,126.87 |
| I | DCC re Candys Field | 400.00 | 0.00 |
| J | Herald Adverts | 4,000.00 | 4,811.00 |
| K | Burial fees | 2,000.00 | 1,611.00 |
| 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 |
| AA | FLOS | 0.00 | 3,605.96 |
| | | | |
| | Total | 68,621.00 | 115,303.82 |
| | | | |
| | | | |
| | | | |
| | Allocated balances 31st March 2021 | Budget | Spent |
| | Elections | 2000 | 0 |
| | Reserve for Village hall car park | 1500 | 0 |
| | NP Projects | 6000 | 0 |
| | Works to Youth Club | 1000 | 209.47 |
| | Public Conveniences | 5000 | £3,133.63 |
| | Play area | 20,000 | 0 |
| | Emergency funding | 5000 | 0 |
| | | | |
| | Total allocated balances | 40500 | 3343.1 |

The Clerk asked for two more Cllrs to be cheque signatories. Cllr Beatty and Cllr Francis agreed to do this. The Clerk would get the necessary paperwork.

22/4.8 Clerk's Action List

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

22/5 Report from the Chairman, EDDC and DCC Cllrs.

County Cllr Trail wished all present a happy new year, he congratulated Cllr Francis on her appointment and introduced himself. Cllr Trail explained that he would be the main point of contact for the

development at Goodmores and any Highway issues. There would be no contractors traffic using any minor road from Wotton Lane down to Gypsy Lane. He would be policing and enforcing this with constant communication with members of the public, the PC and developers. He explained that both himself and County Cllr Scott would be holding meetings with all contractors and site managers. He explained that contractors failing to adhere to the rules set would be fined and money received would go to local groups in the community. The development time was estimated seven years. Cllr Hill suggested the Clerk add Cllr Trails contact details about being the main point of contact once the development physically begun.

Cllr Trail explained that he had received the email from the Clerk regarding electric car charging points in the village and had responded. He had also agreed with Cllr Jung's response to the same email. He believed that members of the public and the PC should not pay for the installation of these charging points and it was the responsibility of the District, County Councils and the Government. He did add that charging point sites should be considered in the LNP review. Cllr Linfoot added that a wholistic approach needed to be considered as current policies were contradicting each other. A member of the public explained that he had read about shared charging points on residents' driveways and felt this was another option and way forward.

Cllr Trail also explained that he had been responding to a complaint of cars driving too fast during school drop off and pick up times. He had produced safety leaflets for all parents of the local primary school. A member of the public suggested these leaflets were also distributed to St Peters school for the parents.

District Cllr Jung wished all present a happy new year. He thanked Cllr Trail for being the point of contact regarding Goodmores and Highways. Cllr Jung added that fuel companies would be setting up charging points. He added that the technology was advancing rapidly with the time of charge and travel distance. He also explained that non-contact charging points would be available in the future. Cllr Jung explained that both EDDC and DCC were working together to place charging points along Highways and in car parks. The green issue must be encouraged. The charging points in EDDC car parks would be rolling out soon across East Devon.

22/6 Update from VHCIO Chairman

The Chair of Lypmstone Village Hall went through her presentation to show the future plans of the hall. (See Appendix 1)

22/7 Community Asset

Cllr Atkins read his statement to all present regarding his recent correspondence with DALC and the Methodist Hall:

As you may have noticed, a paragraph headed, community asset re the hall was explained in the content of my reports. The problem I have is still being investigated as to the Methodist representative who is also a preacher and is a manager of 'Gearing Company, Creditor'. He has made it quite clear it will be a sealed bids sale and he will not instruct the estate agents 'Hall and Scott of Ottery St Mary' to bring out details until two weeks before the PC can know whether we have the funding in place. Furthermore, there is a major problem of whether the Hall stands in the conservation area. It was in 1966 when DCC dealt with it, in 2015, Kate Little, EDDC Chief Planning Officer, produced a report stating the Hall was in the conservation area. EDDC now say it is not now included. But their website clearly stated it was, until I raised the query. EDDC now say they will correct the matter and remove it from their website! This therefore creates a further problem that of obtaining a value. Mr Smale from Gearing is adamant that no agent is prepared to pronounce a value hence sealed bids, worst still, he also indicated that he would be opening each bid as and when they arrived (a Dutch auction). This is totally illegal and borders on criminal activity according to my solicitor. Knowing the position of loan board response time, I had to move forward before one can gauge where funds can come from, hopefully deep pocketed people in the Parish along with crowdfunding. The meeting next Wednesday on the 12th of Jan is to judge how many people are prepared to buy into a share scheme. I already have a list of persons who wish to help, some with funds and some with just support.

The further problem was that because it would not be in the interest of the Council taxpayer to give out in open session a figure to place our bid. I therefore suggested at the last PC meeting that the Council seeks a full loan if required. If we cannot obtain funds through the crowdfunding scheme. Thus, the PC cannot move on the matter until after Wednesday night's meeting which will hopefully indicate a way forward or stop it in its tracks. I value the building at £350,000 hopefully by public subscription of say at least £150,000 and from the loans board of a maximum of £200,000. This I

estimate would not require any increase in the Parish precept for the purchase and repayment as long as lettings and a PC office were forthcoming. This course of action is accepted by those who have sought information on a confidential basis.

I await further solicitors' advice who considers the officer dealing with the instruction to the agents to be boarding on a criminal act, and certainly does not wish to enter any meaningful dialogue. Therefore, placing us in a difficult situation unlike when I dealt with the small hall in Harpford when I was Clerk at Newton Poppleford when the Church of England diocese was selling that hall and had a price already stated.

Cllr Atkins reminded all that a public meeting would be held on Wednesday the 12th January in the Function room at 7.30pm to create a 'Friends of the Methodist Hall' group. He asked all present to share the date and time of the meeting and attend.

22/8 Planning applications
None

22/9 Planning decisions

RESOLVED that the EDDC decisions were noted.

22/10 Reports of Lead Councillors:

Facilities and Estates

Cllr Atkins reported that the trees along the Avenue needed the crown raised. He had received a quote and asked the Clerk to circulate the information to all Cllrs.

Cllr Atkins also informed everyone that Mrs Vicki Drinkwater, who had been proactive in the building of the new pre-school would be leaving the school on Friday and proposed to send her a letter of thanks from the PC. Unan.

RESOLVED that the Clerk send Mrs Drinkwater a letter of thanks from the PC.

Cllr Tyrrell read his statement on the horse chestnut tree in Candys field:

The Clerk and I went to examine the Horse chestnut Tree in Candys Field.

As you are all aware there had been a recommendation by DCC that one of the branches was in a dangerous state and at the time of the report there was no mention of the woodpecker nest in the same branch. The PC were proactive and put up a temporary fence around the tree to notify the public of a potential danger. We have had several gales and the damaged branch is still up in the tree.

At the time of our inspection it was a sheer delight to see how much wildlife was feeding in the branches especially blue tits and how the insect life live in the rough crevices of the bark,

This tree is probably one of the oldest horse chestnut trees in the parish and in my opinion the PC should try and protect it. If the branch is removed it will upset the balance and look of the tree.

I would like to suggest that the PC consider putting a more permanent fence around the tree with appropriate signage and allow the ground rewild itself, with a little help of scattering wildflower seeds, bee bombs and appropriate shrubbery.

The fence would also protect the ground around the tree from compaction.

The school and preschool children can be encouraged to view this space and watch the development of plants throughout the year thus helping the young children learn to identify the wildflowers and wildlife habitats. The horse chestnuts can be collected by the children to plant and grow new trees.

Many developments have removed trees and hedgerows so this would help save and protect an ancient tree in the centre of the village in this year of the Queens platinum jubilee.

Cllr Beatty proposed to put up a permanent fence and reseed the area with wildflowers. Cllr C Eastley seconded. Unan.

Cllr Payne felt it would be a good idea to get the primary and pre-school involved with reseeding the area.

RESOLVED that the area would be fenced off and rewilded.

Communications

Cllr Francis had contacted Mr Young about the website and was meeting up with him in the next couple of weeks.

Transport and Parking

Mr Stratford (Getting Around Group) explained that the development on the Underhill site was going to appeal. The appeal was for the property only and not a car park. He asked the PC to consider reigniting the getting around group as it was so important for the Parish. He added that the 20mph speed limit had been investigated and needed someone to complete a detailed report to present to Highways. Cllr Jung explained he had been involved with many reducing speed limit initiatives and as the village had a designated cycle route this should lever a reduced speed limit.

Community

Youth Club: Cllr Payne explained that the YC had not reopened due to Covid19. The YC leader would hopefully be opening by the end of the month for small groups. The YC leader had been managing the bookings of the main hall in the building by community groups. Cllr Payne explained that Cllrs met and walked round the building last week. She added that there was now a leak in the roof and to repair would cost £600 and to replace the roof would cost £12,000. The approx cost for all repairs and refurbishment of the building would be £50,000. She asked the PC to consider another option of demolishing the dilapidated building and rebuild. A new build could be a community building including a YC area, PC Office, a mezzanine floor, with flexible workspace, café and offer other skill workshops for all ages in the community, additional educational space including a sensory room. Cllr C Eastley added that there are many grants available to cover costs without tapping into PC money. She believed a new build could be an outstanding building for the community. A member of the public added that all utility services were already in place so this would not be an issue. Cllr Payne presented an idea of costs from a similar project of a village hall in another location (see Appendix 2). Cllr Linfoot agreed that a vision of a new build was far more appealing than a refurbishment. Cllr Payne explained that she had spoken to a local architect for ideas regarding a sustainable building with an innovative design. Cllr Payne added that surrounding the YC building was a new pre-school, tidy Village Hall and new play park being installed. She felt the YC building let the area down and was physically falling apart. A member of the public explained that the Village Hall was fully booked up and it would be a building used by the community. Another member of the public did add that the PC were already looking at purchasing the Methodist Hall as a community building and it was not sensible to take on another project. Cllr Linfoot explained that the YC building was already owned by the PC. Cllr Tyrrell added that on walking around the building it was in a state of disrepair. Cllr Linfoot also added that ballpark figures for demolishing and producing new plans would have to be sought. District Cllr Jung suggested that the PC wait and find out what happened with the Methodist Hall first and then decide on the YC building. The Clerk would send all Cllrs a list of what was expected from the YC leader to create a new working contract.

Cllr Hill proposed to extend the meeting. Unan.

Neighbourhood Plan: Cllr C Eastley explained she would update the PC after the deadline of the 17th January 2022 from the public consultation letter sent to residents, groups and schools.

Community Hub: Mrs Lyons reported an update on behalf of the community hub:

Community Lunches

57 Xmas Lunches (and Santa Goody Bags) were delivered to homes on Sunday 19 December after we cancelled the gathering in the Village Hall. The January meal will also be delivered to homes and the decision on when to start holding a community event in the Hall will be taken at the end of January. The money received from DCC and other generous donors has now been spent. Thanks to Richard Scott, Jeff Trail, Harlow Consultancy, the Lympstone W.I. and many individual personal donors who have enabled this initiative to happen since March 2020. Future shortfall's in costs will be met by the Parish Council Hub Fund.

Queen's Jubilee

Fantastic news that the Guinness Book of Records has now formally accepted our intention to break the world record of 1088 cream teas served at the same time (currently held in China!). This is planned to take place at 11am on Sunday 5 June 2022 on Candys Field and we plan to do at least 1100 cream teas.

There are strict regulations around this including :-

- tables with chairs, tablecloths and full crockery & cutlery*

- English Breakfast tea
- the 'full monty' cream tea items
- Stewards for every 50 people

Vicki Drinkwater is managing the event and has already sent out adverts on social media. We will need loads of support from the village to achieve this but would be a huge historical village event to remember.

Places and volunteers can be registered at largestcreamtea@yahoo.com

Other events will include a beacon lighting and parties. The Hub organisers will be starting to plan soon and holding meetings to invite villagers to propose their ideas for participation. Details will be available on the website, in the Herald and on social media soon.

Police Advocate: Cllr Hill reported to everyone to remain careful and vigilant with the current increase of scam emails. He explained that he had recently been hacked and to always check the email address before replying to ensure it was a genuine email.

Heritage and Structure

Gulliford Joint Committee and Friends of Gulliford Burial Ground: Cllr Beatty thanked Mrs Jane Moffat, Mrs Angela Coles, Mr Ken Perry and all the volunteers of FOGBG who had worked tirelessly to complete the Gulliford burial ground project and finalised the Heritage Lottery Fund Report. She proposed a letter of thanks was sent to Mrs Moffat from the PC. Cllr Hill seconded. Unan.

RESOLVED that the Clerk send a letter of thanks to Mrs Moffat from LPC.

22/11 Items for the next Agenda

None raised.

At this point, the Chairman asked the public to leave for the Part B meeting.

Meeting closed **9.55pm**

Chairman:
:

Date:

22/16 Clerk's Report:

v) Finance – Payments / Financial summary / Budget report

Payments – January 2022:

| | | | |
|----------|------|--|-----------|
| 04/01/22 | DD | Plusnet REF: PNET3453454-1 (YC) | £29.99 |
| 04/01/22 | DD | EDF ENERGY REFERENCE: 671024465401 (Toilets) | £14.00 |
| 05/01/22 | 2926 | Optima Graphics Inv 26578 | 505 |
| 05/01/22 | 2927 | L Tyrrell – staff expenses Dec 21 | £1,686.58 |
| 05/01/22 | 2929 | HMRC - Income tax and NI | £305.02 |
| 05/01/22 | 2930 | DG Atkins - Fuel expenses Nov/Dec 21 | £28.80 |
| 05/01/22 | 2931 | Exmouth & District Community Transport Group | £332.94 |
| 05/01/22 | 2932 | Lympstone Village Hall CIO (Methodist Hall Meeting) | £16.00 |
| 05/01/22 | 2933 | S Archer - LFRG first aid equipment reimbursement | £28.15 |
| 17/01/22 | DD | EDF ENERGY REFERENCE: 671079829135 (YC) | £50.00 |
| 17/01/22 | DD | EDF ENERGY REFERENCE: 671079829166 (YC) | £97.00 |
| 25/01/22 | 2934 | Mrs J Cowe - public toilet cleaning Nov and Dec 2021 | £915.00 |
| 31/01/22 | DD | Plusnet REF: PNET3453454-1 (YC) | £29.99 |

Receipts – January 2022:

| | | | |
|------------|-----|----------------------------------|--------|
| 11/01/2022 | FPI | Herald Advert - Adrian Walters | 250.00 |
| 12/01/2022 | FPI | Heral Advert - Candice Hartshoen | 8.00 |
| 28/01/2022 | FPI | Ashes Internment for K Chapman | 276.00 |

| Financial Summary Report: | |
|--|-------------------|
| Opening balance 1st April 2021: | 95,828.47 |
| Total receipts (1st April 2021 to 31st January 2022) | 118,366.77 |
| Total Payments (1st April 2021 to 31st January 2022) | 60,240.40 |
| Running balance as of 31st January 2022: | 153,954.84 |
| Balanced carried forward at 31/1/22: | 153,954.84 |

| Budget Monitoring 2021 - 2022 | | | |
|-------------------------------|-----------------------------|------------|------------|
| Expenditure | | | |
| Code | Item | Budget | Spent |
| G | VAT | £4,000.00 | £2,375.60 |
| H | S137 | £100.00 | £100.00 |
| I | Other Grants | £1,000.00 | £2,490.94 |
| J | Clerk's Salary | £11,000.00 | £12,633.87 |
| K | Clerks Expenses | £900.00 | £593.91 |
| L | Office expenses | £1,200.00 | £573.54 |
| M | Village Hall Hire | £0.00 | £47.50 |
| N | Chairman's Allowance | £200.00 | £85.00 |
| 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 | £2,525.80 |
| S | Herald Printing | £4,500.00 | £4,283.00 |
| T | A Western | £3,500.00 | £4,518.50 |
| U | Grass and hedge cutting | £1,000.00 | £0.00 |
| V | Other Maintenance | £1,500.00 | £5,669.04 |
| W | General tree work inc Candys Field | £500.00 | £605.00 |
| X | Bin emptying | £750.00 | £472.50 |
| Y | Handyman | £4,000.00 | £0.00 |
| Z | Notice Boards - Maintenance | £100.00 | £335.00 |
| AA | Play Equipment Mtce | £1,000.00 | £214.55 |
| AB | Lighting in Candy's field | £800.00 | £518.62 |
| AC | Toilets inc: wages, consumables, rsates, elec, utilities, repairs | £5,000.00 | £5,783.40 |
| AD | Flood equipment and Maintenance | £300.00 | £249.92 |
| AE | LFRG expenses | £400.00 | £79.48 |
| AF | Gulliford Cemetery | £800.00 | £0.00 |
| AG | Burial Ground | £500.00 | £0.00 |
| AH | Youth Club Building Maintenance | £500.00 | £362.47 |
| AI | YC Utilities | £1,000.00 | £1,516.19 |
| AJ | Website etc | £500.00 | £157.50 |
| 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 | £165.68 |
| 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 | £9,203.44 |
| | | | |
| | Total | £63,924.00 | £55,971.13 |
| | Add VAT | | <u>£2,375.60</u> |
| | Total | | £58,346.73 |

| 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 | 55,126.87 |
| I | DCC re Candys Field | 400.00 | 0.00 |
| J | Herald Adverts | 4,000.00 | 5,069.00 |
| K | Burial fees | 2,000.00 | 2,163.00 |
| 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 |
| AA | FLOS | 0.00 | 3,605.96 |
| | | | |
| | Total | 68,621.00 | 116,113.82 |
| | | | |
| | | | |
| | | | |
| | Allocated balances 31st March 2021 | Budget | Spent |
| | Elections | 2000 | 0 |
| | Reserve for Village hall car park | 1500 | 0 |
| | NP Projects | 6000 | 0 |
| | Works to Youth Club | 1000 | 209.47 |
| | Public Conveniences | 5000 | £3,133.63 |
| | Play area | 20,000 | 0 |
| | Emergency funding | 5000 | 0 |
| | | | |
| | Total allocated balances | 40500 | 3343.1 |

vi) Clerk's Action List - LPC: Clerks Action List – January 2022

| Month and Minute | Response | Date Actioned |
|--|---|---------------|
| Mar – 21/21.1 | Trees in Candys Field – Clerk visit Candys field with Lymstone tree warden and discuss the necessary work. (Autumn 21) | 6/1 |
| Jan - 22.4/3 | That the Clerk would inform the stone mason there would be no charge for a replacement headstone. | 11/1 |
| Jan - 22/4.5 | Notice boards under the railway bridge – Clerk to identify another quote from Men's Shed | 27/1 |
| Jan - 22/4.7 | The Clerk would get the necessary paperwork for two new bank signatories | |
| Jan - 22/10 | Clerk send Mrs Drinkwater a letter of thanks from the PC. | 19/1 |
| Jan - 22/10 | Clerk would send all Cllrs a list of what was expected from the YC leader to create a new working contract. | 18/1 |
| Jan – 22/10 | That the Clerk send a letter of thanks to Mrs Moffat from LPC. | 19/1 |
| | | |
| Additional actions: | | |
| Loan application and consultation timeline | | 3/1 |
| Defib checks and report online x2 | | 5/1 |
| LPC Cllr expenses Draft policy | | 6/1 |
| PC meeting | | 10/1 |
| Minutes from PC meeting | | 11/1 |
| Herald Report | | 11/1 |
| Update HLF finances and complete online | | 14/1, 17/1 |
| Meet with JP, LS – YC job description and contract | | 19/1 |
| Creation of new documents | | |
| Draft Policies – Data and information, Environmental, Filming and Recording of meetings Policies | | 19/1 |
| Agenda and zoom invites | | 19/1 |
| Zoom meeting with MP and LPC | | 24/1 |
| Minutes | | 25/1 |
| Met with Mr Ley (Men's Shed) and DGA to discuss the notice boards for a quote | | 27/1 |
| Site meeting with Cllrs | | 28/1 |
| Submitted planning responses to EDDC | | 31/1 |

22/22 Planning decisions

| Date | Planning Application | LPC | EDDC |
|---------------------------------|--|---|---------------------|
| 27/10/21 expires 10/11/21 | 21/2317/VAR - 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 adj to 21 Strawberry Hill. | 8/11 LPC would like to highlight that another option to lay a suitable pump system through the field to connect to the main sewage system should be considered rather than a soak away. | 14/1/22 APPROVED |
| 8/3/21 expires 7/4/21 | 21/0567/FUL - Retention of field access (retrospective application) at Gulliford Close | 24/3 Object | 27/1/22 REFUSED |
| 8/12/21E xpires 22/12/21 | 21/2433/FUL - First floor extension at The Workshop, Longmeadow Road | 6/10 Object | 27/1/22 REFUSED |