



LYMPSTONE PARISH COUNCIL

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29th March 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 4th April 2022 in the Meeting 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.

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Miss L Tyrrell
Clerk to the Parish Council

AGENDA

	Public session	7.30
22/39	ACTION: Apologies	7.45
22/40	ACTION: Minutes To confirm the minutes of the PC meeting held on the 7 th March and PC Part B meeting held on the 4 th March 2022 attached.	7.50
22/41	INFORMATION: To receive any Declarations of Interest	7.55
22/42	INFORMATION: Sgt Stonecliffe – To receive a report on recorded crimes and incidents in the area.	8.00
22/43	Clerk's Report (see attachments): ACTION i) Candy's Field maintenance plan – to agree the previously circulated action plan. ii) Candy's Field play area refurbishment – to update on work due to commence 11 th April. Agree on new permanent signs for the play area and trim trail. iii) Committees incorporating working groups – to agree the previously circulated suggested committees. iv) Public toilets and vandalism/anti-social behaviour – to update on the new locking system and CCTV. v) Replacement Oak tree – to agree a suitable location to plant a new Oak tree to replace Ye Olde Oak tree in Candy's Field as requested by EDDC. vi) Grant Application – to discuss the grant application received from Lympstone Primary School PTFA. vii) Correspondence received re Memorial tree – to discuss the request for a memorial tree.	8.05

	INFORMATION: viii) DALC Cllr training session confirmed 19 th May 2022. ix) Finance – Payments / Financial summary / Budget report x) Clerks Action List	
22/44	DISCUSSION: Clerks expenses – To review the monthly Clerks expenses for working from home.	8.15
22/45	INFORMATION: Reports from the Chairman, EDDC and DCC Cllrs if any.	8.20
22/46	ACTION: Community Asset – To receive an update from Cllr Atkins re Methodist Hall	8.25
22/47	ACTION: Trees along the Avenue – To discuss and agree the next steps.	8.30
22/48	INFORMATION: East Devon Local Plan Review – Cllr Linfoot to update with dates a planned public drop in session and set up.	8.35
22/49	INFORMATION: Lympstone Football Club – To receive an update.	8.40
22/50	ACTION: Planning applications <i>(NB that any applications received following the issue of this agenda will be considered)</i> 22/0475/TRE - T1 - Pinus Sylvestris (Scotts Pine) remove to stump Reason ofr work - Heavy lean embankment tree with previous indentification of heave (see attached report, Apex Survey). Basal holes undermining tensile side of tree. Recommend removal due to possible wind throw and hang up by main road side at Tanglewood, Marley Drive. 22/0514/FUL - Proposed single storey rear extension to form a conservatory at St Peters School 22/0546/FUL - Ground mounted photovoltaic panel array at Chatterpark 22/0565/FUL and 22/0599/LBC - Conversion of first floor storage to holiday flat with amended ground floor access at Store and Garage Adjoining Strand House. 22/0600/FUL - Single storey side extension, two storey side/rear extension and construction of a 3 x bay detached garage with associated first floor annexe at Candys. 21/3265/FUL - Erection of a two-bedroom semi-detached cottage at Leighton Cottage. 22/0445/FUL - Two storey side and rear extension to include creation of roof accommodation, widening of driveway and alterations to fenestration at 1 Birch Rd (Amended plan) 22/0655/FUL - Single storey side/rear extension and first floor extension above existing garage to include a side dormer at 7 Gulliford Close. 22/0657/FUL - Construction of deck to the rear of existing bungalow at 13 Underhill Crescent.	8.45
22/51	INFORMATION: Planning decisions (see attached)	8.55
22/52	INFORMATION: Reports of Lead Councillor Any reports requiring a decision are attached. Facilities and Estates: Cllr Atkins, Cllr Tyrrell. Communications: Cllr Francis Transport and Parking: Cllr Hill Planning: All Cllrs Community: <i>Youth Club: 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 <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>), <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>) to report on the dead Oak tree in Candys Field. 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	9.00
22/53	INFORMATION: Items for the next Agenda to include matters raised by Councillors and members of the Public.	9.05

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 7th MARCH 2022.**

PRESENT:	
Councillors	D Atkins, D Beatty, K Hill, N Linfoot, J Payne, L Staddon and D Tyrrell
Clerk	Miss L Tyrrell
County Councillors	J Trail and R Scott
District Councillors	B Ingham and G Jung
Public	10 members

Public session

The Chairman invited members of the public to speak. No members of the public asked to speak.

22/26 Apologies

Cllr C Carter, Cllr C Eastley and Cllr R Eastley due to ill health.

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

RESOLVED that the Apologies were approved by the PC.

22/27 Minutes

Cllr Atkins proposed that the PC and Part B PC meeting held on the 7th February 2022 accurate. Cllr Linfoot seconded. Unanimous.

RESOLVED that the PC and Part B PC meeting held on the 7th February be confirmed as a correct record and signed by the Chairman.

22/28 To receive any Declarations of Interest

Cllr Payne declared a personal interest with 22/0445/FUL and this was recorded in the book.

22/29 Clerk's Report

22/29.1 Public toilets and vandalism/anti-social behaviour

The Clerk reported on the recent vandalism and anti-social behaviour at the public toilets. She had reported three incidents in the last fortnight online to the police. The Clerk had written to Mr Andrew Ennis, Service Lead EDDC, for support with the installation of CCTV and was awaiting a response. The Clerk would also contact the Police Crime Commissioner for support with the funding of any new initiative.

22/29.2 Correspondence received

14/2/22:

Hi I recently learnt that the Woodland Trust are fundraising for purchase of 54 hectares of local land in order to create woodland for wildlife, with public access. This is a fantastic boost for Lympstone! However they are fundraising to meet the £2.5 million required by March. Could Lympstone Council fund some of this in return for a stake in the land to prevent sell-off in the future? Surely residents would be supportive? Could this be discussed at the next meeting, as funds are now urgently needed?

Ms S Culhane

Cllr Atkins highlighted that every individual in the Parish had been written to by the Woodlands Trust and it should be up to an individual to donate not the Parish Council. Cllr Linfoot felt that the land would be protected by the Woodlands Trust for the future regardless of the PCs involvement. The Clerk pointed out that in the Standing Orders, the PC did not donate towards national charities. Cllr Atkins proposed not to support the request. Cllr Beatty seconded. Unan.

RESOLVED that the request to donate funding to the Woodlands Trust would not be supported.

22/29.3 Jubilee Mugs

The Chairman explained that a personalised mug from the PC to the children of the Parish for the Queens Platinum Jubilee would cost approx £5-£6 per mug and there would be a reduced cost for more mugs ordered. The Chairman proposed 500 mugs were ordered to present to all Parishioners under 17 years of age and all attendees of Lympstone Primary and Pre-school. Cllr Payne seconded. Unan.

RESOLVED that 500 personalised mugs was agreed to be ordered for the youth of the Parish.

22/29.4 Jubilee Parking

Cllr Beatty suggested that if the event was dry then Avenue Field could be used for parking. Cllr Linfoot explained that he was tasked with volunteering stewards and parking Marshals for the four-day event. Cllr Linfoot proposed to use Avenue Field for the entire four-day event unless inclement weather prevented parking in the field. Cllr Hill seconded. Unan.

RESOLVED that Avenue Field would be opened as a temporary car park for the Platinum Jubilee celebrations weather permitting.

Cllr Tyrrell requested that the Clerk include an article in the Herald and write to the Primary and Pre-school to save any excess timber for the Jubilee Beacon and for volunteers to help build the Beacon from the 28th May – 2nd June.

22/29.5 Finance

The Clerk reported that a VAT refund claim had been applied for Feb 21 – Jan 22 for £2,564.87.

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

RESOLVED that the following payments be approved:

Payments – February 2022:

04/02/22	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
05/02/22	2935	Staff wages and expenses Jan 22	£1,601.78
05/02/22	2937	HMRC - Income tax and NI	£251.92
05/02/22	2938	VHCIO Hire of committee and function room hire for Jubilee meet	£22.00
05/02/22	2939	Heritage Lottery Fund - repayment of unused grant	£4,084.00
05/02/22	2940	Mrs J Cowe - public toilet cleaning Jan 2022	£465.00
05/02/22	2941	VHCIO Hire of function room for joint LPC and WPC meet	£16.00
05/02/22	2942	Optima Graphics Inv 26618	£601.00
15/02/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
15/02/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£97.00
15/02/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£24.07
23/02/22	2943	Mr J Morrish - grass cutting (Candys Field 14/5/21-24/11/21)	£840.00
23/02/22	2944	Source for Business (SWW 4/11/21-11/2/22)	£252.62
23/02/22	2945	Eric's Knob and Lock Shop - replaced lock at public toilets	£112.74
23/02/22	2946	Gulliford joint committee - gulliford burial ground contribution	£140.00

Receipts – February 2022:

09/02/2022	FPI	Herald Advert - M Moffat	45.00
10/02/2022	FPI	James Eaton Terry - Memorial Bench	270.00
11/02/2022	FPI	Herald Advert - Benson	5.00
15/02/2022	50032	Herald Advert - S Murch	50.00
18/02/2022	FPI	Lympstone Youth Club (utilities refund to PC)	1503.94
20/02/2022	FPI	Herald Advert - RJ Acca	135.00
21/02/2022	FPI	Herald Advert - John Gil	14.00
25/02/2022	FPI	Herald Advert - Twist and Shout advertising	100.00

Financial Summary Report:	
Opening balance 1st April 2021:	95,828.47
Total receipts (1st April 2021 to 28th February 2022)	120,489.71
Total Payments (1st April 2021 to 28th February 2022)	68,812.53
Running balance as of 28th February 2022:	147,505.65
Balanced carried forward at 28/2/22:	147,505.65

	Budget Monitoring 2021 - 2022		
Expenditure			
Code	Item	Budget	Spent
G	VAT	£4,000.00	£2,417.14
H	S137	£100.00	£100.00
I	Other Grants	£1,000.00	£2,490.94
J	Clerk's Salary	£11,000.00	£14,375.19
K	Clerks Expenses	£900.00	£659.90
L	Office expenses	£1,200.00	£619.93
M	Village Hall Hire	£0.00	£63.50
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	£4,884.00
T	A Western	£3,500.00	£4,518.50
U	Grass and hedge cutting	£1,000.00	£840.00
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	£541.49
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£5,000.00	£6,595.64
AD	Flood equipment and Maintenance	£300.00	£249.92
AE	LFRG expenses	£400.00	£79.48
AF	Gulliford Cemetery	£800.00	£140.00
AG	Burial Ground	£500.00	£0.00
AH	Youth Club Building Maintenance	£500.00	£362.47
AI	YC Utilities	£1,000.00	£1,655.84
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	£187.68
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	£13,286.57
	Total	£63,924.00	£64,501.72
	Add VAT		<u>£2,417.14</u>
	Total		£66,918.86

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	5,418.00
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	270.00
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	1,767.49
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	118,236.76
	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

22/29.6 Clerk's Action List

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

22/30 Report from the Chairman, EDDC and DCC Cllrs.

The Chairman read his statement to all present:

Reminder – all Cllrs signed up to a code of conduct. Part of that is when the Council has passed a resolution then we do not revisit a decision unless to progress it would have a seriously detrimental effect on our parishioners. Before it can be revisited you must have signatures of at least six Councillors, and they must also be able to provide substantive proof that it is detrimental, and it requires revisiting, or they also may be in breach.

The Chairman added that any member of the PC found in breach of the code of conduct would be reported to the EDDC monitoring officer.

County Cllr Scott explained that he could get a definite number of Primary and Preschool children that attended the school for the PC and the jubilee mugs. Cllr Scott thanked the volunteers who offered to assist with the application of 20mph speed zones in the Parish and would be sending out the online teams invites this week. The application was open until the end of March.

County Cllr Trail explained that any signage for the jubilee must be hung using string. He would converse with and support Cllr Linfoot with the Marshals and parking. He assumed there would be no proposed road closures as these would have to be applied for through Highways immediately. Cllr Trail reported that work had started at Goodmores and he had met with the site managers. There was signs up to prevent contractors using smaller roads to access the site. The County Cllrs had submitted their first fine to a contractor for not adhering to rules set. He would be meeting with the developers every six months to continue good relationships and resolve issues quickly.

District Cllr Jung explained that EDDC collected rates on behalf of DCC, the Police and emergency services, EDDC only received a small percentage of the rates charged. The rates did not cover all statutory costs and recycling and waste was the largest expense. EDDC had lost income during the pandemic but had continued to keep many public facilities open. Cllr Jung explained that EDDC did not decide on housing numbers, this figure came from the Government. He added that if a planning application conformed to regulations, then EDDC had to accept the proposal. Cllr Jung added that EDDC would be installing two electric charging points in the Underhill public car park by Easter.

District Cllr Ingham explained that within the set EDDC budget, all paying car park charges would increase by £1 and central car parks would increase by £2. This applied to short term parking only as parking permits automatically increased each year. Cllr Ingham explained that EDDC produced draft policies and District Cllrs voted on them. He explained that the size of current settlements and allocation of properties was teared. He believed it was wrong to put forward provisional development sites and floored because they were debated before a proposal of a new village/town had been considered. He felt a new village/town would make the most sense. He could see a compromise between Cllrs suggesting new towns and Officers suggesting new pocket development in existing settlements. He also believed a proposed new Dinan Way extension could lead to further developments.

22/31 Community Asset

The Chairman explained that after the PCs last Part B meeting, the PC would be submitting a bid for the Methodist Hall. He had received a response from LPCs letter to Mr Mark Williams, CEO of EDDC and would now submit a proposal to the Methodist Church.

Mr Ian Stratford had collated the responses received from the public survey and reported the following:

Methodist Hall Survey Results - at 10.30 on 07/03/2022

93 responses on paper or via Google Form.

Paper responses entered to Google form for analysis and donation follow up

Q1 Would you support the purchase of the Methodist Hall for the Community by Lympstone Parish Council

92 responses: 88 Yes 5 No

95.7% approve

Q2 Would you support LPC pursuing a Loan from the Public Works Loan Board for the purchase of the Methodist Hall

88 responses: 83 Yes 5 No

94.3 % approve

Q3 Would you make use of the Hall if it were purchased for the Village by LPC

4 Organisations said yes. Many individual responses said yes

Q4 Would you donate towards the purchase?

87 responses: 55 Yes 32 No

63.2% said they would donate

Mr Stratford explained that the members of the public who had offered to donate would now need to be contacted individually.

22/32 Management of Candys Field

Cllr Tyrrell read his report regarding Candy's Field:

Candys Field

Over the 21st and 22nd February, Mr Morrish and myself had a clear up in Candys Field.

The pile of hedge trimmings has been burnt with the extra trimmings from the hedgerows all around the perimeter of the field.

The bottom growth from the popular and lime trees has also been cut down to ground level.

The damaged branches on the Millennium oak has been removed as have the overhanging blackthorn and elder trees in the north boundary hedge. The bottom of all the hedges and ditches has been strimmed out.

The litter from around the hedges and ditches was also picked up. The ash from the bonfire has been cleared and grass seeds sown.

This has made a huge difference to the look of the field.

However, in my opinion the field is in a general poor state that needs improving.

For example:

- The uneven level and dips of the field in places are a hazard and the area where football was played has still not been rectified.*
- The manhole cover by the top footpath is a trip hazard.*
- The rubbish and garden waste that is being dumped in Candys Field by the rear of Jackson Meadow and the Marine Houses are a disgrace and has in fact assisted in the decline of the hedges*
- The North, East and part of the West hedges need urgent attention.*
At the top of the North Hedge the neighbour came out to tell me that the hedge and the ditch belong to them. I urge the PC that this is dealt with as this hedge and ditch always belonged to Candys Field. In fact, the ditch was dug by the council and the soil put on the bank soon after the council bought the field to aid drainage and the hedge grew up through the spoil.

In my opinion the field for too many years has been neglected and the PC needs to put aside a substantial amount of money to bring the neglected parts of the field back to how it should be. I also believe that it is long overdue that we have no management plan written and in place for Candys Field. I am happy to answer any questions.

Cllr Atkins asked the Clerk to locate the plans of Candys Field. Cllr Tyrrell asked the Clerk to contact the solicitor and identify the ownership of the banks and ditches of the field. Cllr Hill proposed that the solicitor write to the owner of the referred property claiming ownership to state that the hedge and ditch belonged to the PC. Cllr Atkins seconded. Unan.

RESOLVED that the Clerk contact the PCs solicitor for details of ownership and write to the property owner as necessary.

Cllr Tyrrell also explained that he had met with EDDC on Candy's Field earlier that day and planted the PCs Jubilee tree. He added that a plaque supplied by EDDC would be delivered in the near future and felt the children should be involved with a ceremony of unveiling of the plaque. Cllr Tyrrell had also asked EDDC for another tree if one was available. This looked a likely option and Cllr Tyrrell was asked to circulate suggestions of appropriate places to plant another Jubilee tree for the PC.

The Chairman asked Cllr Tyrrell if it was worth reinstating a pond at the bottom of Candys Field. Cllr Beatty explained a bog garden could be a safer option to reintroduce. Cllr Atkins queried the cost of opening up the ground to see if there was drainage. Cllr Tyrrell added that the hedge would need replanting so any spoil from a pond could be reused on the bank. He requested this item was added to the next agenda.

22/33 Lympstone Football Club

The Chair of LAFC, Mr Webster had sent his apologies.

Cllr Satddon asked when Saturday matches could resume. Cllr Atkins explained he liaised with Mr Adam Fradley, LAFC YC Chairman on a Wednesday for the consecutive Saturday play.

22/34 East Devon Local Plan Review

Cllr Linfoot explained that both he and Cllr Francis had attended a meeting with all the local PCs to discuss the East Devon Local Plan Review. The PCs present all wanted to oppose the development sites proposed and had asked LPC to contribute towards a review of the proposed sites. Both Cllr Linfoot and Cllr Francis felt LPC would not be involved in this due to developments being built regardless. District Cllr Jung felt a new town was necessary not dividing up sites around East Devon. Cllr Linfoot proposed not to support an independent development officer to review the sites in all of East Devon. Cllr Francis seconded. Unan.

RESOLVED that the joint PCs financial contribution to review all sites would not be supported by LPC.

Mrs Anne-Marie Bates, Clerk to WPC, was present and explained the WPC Cllrs had met to discuss and measure each site with their own suitability criteria. The PC would rank each site individually. There was going to be a public consultation drop-in session during the first week of April for members of the public to give their opinion on proposed sites and identify what community facilities the public would like to see. WPC would then gather all the evidence from both Cllrs and members of the public to submit their own findings and forwarding community needs to EDDC. Mrs Bates also explained that WPC were not ruling out a new town further away and in a more suitable location.

Cllr Linfoot explained that Cllr Francis, the Clerk and himself would be meeting this week to discuss and arrange an open public meeting.

A member of the public present asked to speak and shared his concerns of proposed development at the top of Hulham Road. He felt the area was already being overdeveloped with Goodmores, and any additional development would cause more congestion, it would not be sustainable, and the appropriate infrastructure was not in place. He felt strategically this was not the right area for more development as Exmouth was a peninsula, there were other central towns in East Devon which were more suitable and adaptable to development. He had contacted Exmouth Town Council and felt that both LPC and WPC were well ahead with their timings.

County Cllr Scott added that if land proposed was not strategic then LPC could also put their own sites forward. Cllr Payne explained that LPC had considered this.

22/35 Planning applications

22/0162/FUL and 22/0162/FUL - Proposed erection of replacement classroom at St Peters School.

Cllr Atkins proposed to support a like for like replacement classroom. Cllr Hill seconded. Unan.

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

A member of the public questioned whether this classroom would increase the number of pupils and traffic congestion which was already a problem. Another member of the public explained that the school should have a transport plan which the PC could request and ask how the school envisaged solving the traffic issues.

22/0308/FUL - Creation of access ramp to the front of building and relocation of existing doorway at Lympstone Village Hall.

Cllr Hill proposed to support. Cllr Payne seconded. Unan.

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

21/2318/FUL and 21/2319/LBC - 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.

Cllr Tyrrell proposed to object to the application due to it being in the conservation area and the change of character. He shared concerns of the driveway and the highway. He felt that the gates must be set back at least one vehicle length from the road. Cllr Linfoot seconded. Unan.

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

22/0445/FUL - Two storey side and rear extension to include creation of roof accommodation, widening of driveway and alterations to fenestration at 1 Birch Rd.

Cllr Hill proposed to support. Cllr Linfoot seconded. Unan.

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

22/36 Planning decisions

RESOLVED that the EDDC decisions were noted.

22/37 Reports of Lead Councillors:

Communications - Cllr Francis reported she had created a new Facebook page for the Parish Council. She had discovered that there was an old Facebook page for the PC set up in 2011 which hadn't been updated since 2018. She had tried to contact the author but had received no response and therefore had decided to continue with the new page. She asked for information from Cllrs to be sent to her to include online. It was suggested to open with the new jubilee tree planted, club info, survey links and necessary quotations from the Clerks Herald report. It was agreed to keep information for the page, informative, positive and educational for the community. District Cllr Jung explained that EDDC info could also be added to the page.

Community - Neighbourhood Plan: Cllr Linfoot explained that with Cllr R and C Eastley, Cllr Hill, Cllr Atkins, Mr Ian Stratford and Mr Steve Archer had reviewed and written a comprehensive short report to be read in conjunction with the current LNP. He read the report. (See Appendix 1). Cllr Linfoot explained that the short report would now be sent to Angel King, NP Officer at EDDC for the next steps to approve and publish.

Cllr Francis had found out that the 'Friends of the surgery' initiative to transport people in the Parish was being wound down. Cllr Linfoot added that they were looking at starting a charity car scheme to transport parishioners for free. Cllr Beatty recommended Cllr Linfoot spoke with Jill Elson from Exmouth Community Transport for support and advice.

Community Hub: Cllr Linfoot reported that he had received the following requested from the Community Hub group:

1. *Does the PC support the 4-day Jubilee event still taking place? If it becomes a PC rather than a Hub event, can it be funded?*
2. *How much is the PC willing to spend on providing funds to enable this event to take place?*
3. *In the past, the Hub would only financially support an event if it was free to attend. Would the same approach be adopted for the Jubilee?*
4. *Does the PC expect all or any profits made to be returned to this fund and in what proportion?*
5. *The organisers had intended to donate profits from the sale of food & drink at Saturday's Candy's Field party to the School and Pre-school. The Sunday Cream Tea event is funded entirely by a Lottery Grant which Vicki Drinkwater (a Royal Marines Charity ambassador) has worked tirelessly to achieve. In recognition, any donations from this event would go to the RM charity. Does the PC agree with this – in line with decision 3?*

The Clerk presented finances to show that there was £2,812.32 left in the community hub budget for 2021-22 and £3000 budgeted for 2022-23.

Cllr Hill proposed to support the community hub in continuing with the events for the Jubilee and their proposals up to £6,150 to cover the proposed jubilee budget. Cllr Beatty seconded. Unan.

RESOLVED that the PC would fund up to £6,150 towards the jubilee event.

RESOLVED that the Community Hub proposals for the Jubilee events would be supported.

Environment

Trees: Cllr Tyrrell read his report on the trees in the Avenue.

The Avenue

As most of you are aware one of the Lime Trees blew down in the recent gales. The tree was passable with care and was removed two days after it came down. This tree had severe rotting to the trunk and on closer inspection the unprofessional pollarding in the past assisted to the rotting process.

DCC laid a hard path down through the avenue to the exe estuary trail with no consultation with the PC.

Unfortunately, and in my professional opinion, this has also contributed to the decay of the trees. The 300 mm of stone laid along the avenue has compacted the roots of the trees making it more difficult for the trees to flourish and draw nutrients from the ground.

There are 32 lime trees in total but I fear that 12 need to be pollarded to a greater extent to assess their safety and two of them need removing as soon as possible after the bird nesting season.

This will be a very expensive project as there will need to be replanting and a far more specialised approach to the pollarding .

In my opinion this is something that needs to be discussed in far greater detail by the PC and then brought to the National Trusts attention if necessary.

I will be happy to try and answer any questions.

Cllr Hill asked Cllr Tyrrell for an idea of costs for the necessary work. Cllr Tyrrell explained a site visit would be necessary to view the trees and discuss the issues in more detail. He asked for the Avenue trees to be added to the April agenda for further discussion. He asked the Clerk to find the agreement and plans with the National Trust as he believed the PC was the managers for both Avenue and Cliff fields but not the Avenue itself.

Heritage and Structure: *Gulliford Joint Committee and Friends of Gulliford Burial Ground:* Cllr Beatty reported that the Gulliford Burial Ground project with the Heritage Lottery Fund had been completed and officially signed off. She thanked all FOGBG volunteers and the Gulliford Joint Committee for all their hard work with this wonderful achievement.

Cllr Beatty also wanted it noted that British Rail had been out and cut back the brambles along the railway embankment. Cllr Beatty asked the Clerk to chase up the PROW officer Sam Jeffcoat with the repairs to the footpath at the lower corner of Candys Field.

22/38 Items for the next Agenda

DALC Cllr training session.

Play area logistics.

Consider future committee groups

Trees along the Avenue.

Meeting closed **9.50pm**

Signed:

Date:

22/42 Clerk's Report:

- i) **Candy's Field maintenance plan** – to agree the previously circulated action plan.
- ii) **Candy's Field play area refurbishment** – to update on work due to commence 11th April.
- iii) **Committees incorporating working groups** – to agree the previously circulated suggested committees.

Potential LPC committees for discussion:

- 1. **Planning including trees and hedges**
 - a. *Subcommittee* – East Devon Local Plan and Lympstone Neighbourhood plan
 - 2. **Parish paths, bridleways, rural and village footways and roads**
 - a. *Subcommittee* – Getting around group,
 - b. *Subcommittee* - LFRG
 - 3. **Assets, buildings, land and finance**
 - Including NT field management, grants (both received and awarded) and football club
 - a. *Subcommittee* – Facilities and Estates/Amenities:
FLOS, LPC cemetery, The Hub, The Green, The Rag, Green open space at the Nurseries site, The Public toilets. Benches,
 - b. *Subcommittee* - Gulliford Joint committee and FOBGB
 - 4. **Community**
 - a. *Subcommittee* – Communications,
 - b. *Subcommittee* - Youth Club/The Hub, Village Hall, CTCRM, Community Hub group,
 - 5. **Environment**
 - a. *Subcommittee* - Exe Estuary, Wotton Brook, Emergency Plan, Allotments, Exe estuary trail,
 - b. *Subcommittee* – LFRG,
 - 6. **LPC Cllrs, staffing and compliance**
 - All Cllrs and Clerk
- iv) **Public toilets and vandalism/anti-social behaviour** – to update on the new locking system and CCTV.

Lympstone Parish Council - Attn Lucy Tyrrell

REF - CCTV at Lympstone Village Car Park

Dear Lucy

A pleasure to meet you today. I believe the following system will suit your needs to protect the toilets against further vandalism

The recording device is IDIS, a South Korean Brand which is easy to use – if you get internet available to the cupboard in the gents toilets we can put the system online for you, as it stands you would review recordings locally on the supplied monitor. I would load and train you on the software etc at no charge should you get it online at a later date – do ensure the upload speed is 5mbps or greater

Equipment

Lockable Network Cabinet for recorder - 600mm deep – shelf required for this or we wall mount the cabinet

12 Volt power supply unit

6 x Vandal Resistant Dome Cameras with Infra Red

Located as follows - 2 cameras on each long side and one on each gable end

2 x Covert Cameras type we will discuss to suit

Set in door lobby areas

All Cameras are 5 megapixel

1 x 22 inch Monitor

1 x IDIS 16way HD Recorder with 6TB HDD

2 x Door Contacts – really an alarm trigger only useful if this is going “online” which sends you an email alert with jpeg image attached or push notification to your phone

Data Compliant Signage

All cabling and Installation

12months parts and labour warranty

Cost £3,350 plus vat

OR: Finance Lease 3 year term **1 + 35 monthly payments of £118.72p plus vat**

End of lease £100 plus vat for title of goods

Should you get permission/clearance for a camera in the ladies wash area this is included at no extra cost

Any Questions please ask

Kind Regards

Mr Robert Castle

Systems Consultant

v) **Replacement Oak tree** – to agree a suitable location to plant a new Oak tree to replace Ye Olde Oak tree in Candy's Field as requested by EDDC.

vi) **Grant Application** – to discuss the grant application received from Lympstone Primary School PTFA.

APPLICATION FOR A GRANT

Name of organisation: <i>Lympstone Primary School PTFA</i>
Contact details: <i>Joanne Payne 07960958679</i> <i>Susan Briggs 07731808663</i>
Please tell us about your organisation. We would like to know what area you cover, who uses your facilities and how often and how your group is run. <i>Lympstone primary school are not cash rich and have no funds to improve their own working environment which includes the staff room where they eat lunch and often work from. Currently the room has only a sink and a cupboard with a dishwasher and some old chairs and coffee table. A group of able parents would like to give something back to the teachers for all the hard work over the past two years keeping the children safe and allowing children to learn at school and home where many other schools haven't been able to provide such a service. Whilst we have the skills to make over the staff room, we need funds. The staff room is used for eating and an office space daily.</i>
Please tell us about the support your organization has in the community and any measures you take to ensure all sections of the community are included in your activities. <i>The staff room make over would benefit the schoolteachers and all volunteers who give up their time to support the school.</i>
Please say what you want the money for and how you know there is a need for your activity. If this is to buy equipment, LPC can buy this and donate it to your Group. This is usually more cost effective. <i>The money would be spent on material such as paint, flooring, kitchen units, chairs and tables.</i>
If the grant is for a particular project, what is the total cost and where is the balance coming from. <i>We estimate the costs to be around 2k with money coming from grant applications for up to 1k and the rest from council grant and DDC grant if successful. We are asking for £500 contribution which will be matched by DDC.</i>
Do you have a Constitution? If so, please supply a copy.
Accounts. Please supply a copy of your last set of accounts and give details of your current account balance.
Policies If your Organisation deals with people, please list the policies you have in place to ensure that they are protected. <i>We follow school guidelines.</i>

vii) **Correspondence received re Memorial tree** – to discuss the request for a memorial tree.

24/3/22 FAO Lucy Tyrrell

My name is Sue Allen, I am the niece of Michael Hoyle who has been a member of Lympstone FC committee for over 45 years. He sadly passed away on Friday 18th March 2022. The family have asked me to contact yourselves with a request that if possible we think Michael would very much approve.

We would like to plant a tree in Michael's name with a plaque on the Lymestone FC football pitch, obviously not on it but surrounding it.

Firstly we'd like to know whether this is possible and secondly if so how we would go about it. I thank you for your time and look forward to hearing from you soon.

Best wishes

Sue.

INFORMATION:

viii) **DALC Cllr training session** confirmed 19th May 2022.

v) **Finance** – Payments / Financial summary / Budget report

Payments – March 2022:

02/03/22	DD	Plusnet REF: PNET3453454-1 (YC)	£29.99
04/03/22	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
05/03/22	2947	HMRC - Income tax and NI	£278.47
05/03/22	2948	L Tyrrell - wages Feb 22	£1,545.77
05/03/22	2949	L Tyrrell - expenses Jan 22	£226.07
05/03/22	2950	DG Atkins Grass cutting Inv no 19	£336.00
05/03/22	2951	DG Atkins Hedge and grass cutting Inv no 20	£432.00
05/03/22	2952	DG Atkins Hedge cutting Inv no 21	£444.00
05/03/22	2953	Optima Graphics Inv 26669	£553.00
05/03/22	2954	Optima Graphics Inv 26676	£72.00
05/03/22	2955	Tempcon Instrumentation Ltd Acc ref: ZZLIM014	£744.93
05/03/22	2956	A Western - grass cutting Feb 22	£195.00
15/03/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
15/03/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£97.00
15/03/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£31.24
30/03/22	DD	Plusnet REF: PNET3453454-1 (YC)	£29.99

Receipts – March 2022:

02/03/2022	FPI	Herald Advert - The Glo Inn	200
04/03/2022	DC	Lottery Grant (Jubilee cream tea event)	9836
04/03/2022	FPI	Herald Advert - WP Downes	50
04/03/2022	FPI	Herald Advert - HNC Accounting	18
10/03/2022	DC	HMRC VTR REFERENCE: XTV126000100158	2564.87
10/03/2022	FPI	Herald Advert - Passmore DJ	75
11/03/2022	DC	DevonCC (School Hire - Candys Field)	400
16/03/2022	FPI	LFC Inv No: LT/38	200
23/03/2022	FPI	Herald Advert - RODNEY SPILLER	100
25/03/2022	FPI	Orchard Memorials (Chapman memorial)	130
27/03/2022	FPI	Herald Advert - Peter Tosh Opticia	25

Financial Summary Report			
Current Account			
Opening balance at 1st April 2021		95,828.47	
Receipts		£134,088.58	
Total receipts		£229,917.05	
less, Payments		£73,666.99	

Net balance	£156,250.06		
Unpresented cheques	£252.74		
Receipts not on statement	£0.00		
	Balance at Bank	£156,502.80	
Unpresented cheque info:			
23/02/22	(2945)Eric's Knob and Lock Shop - replaced lock at public toilets		£112.74
23/02/22	(2946)Gulliford joint committee - gulliford burial ground contribution		£140.00

Budget Monitoring 2021 - 2022			
Expenditure			
Code	Item	Budget	Spent
G	VAT	£4,000.00	£2,821.87
H	S137	£100.00	£100.00
I	Other Grants	£1,000.00	£2,490.94
J	Clerk's Salary	£11,000.00	£17,174.47
K	Clerks Expenses	£900.00	£791.88
L	Office expenses	£1,200.00	£815.65
M	Village Hall Hire	£0.00	£63.50
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	£5,497.00
T	A Western	£3,500.00	£4,713.50
U	Grass and hedge cutting	£1,000.00	£1,300.00
V	Other Maintenance	£1,500.00	£6,219.04
W	General tree work inc Candys Field	£500.00	£605.00
X	Bin emptying	£750.00	£735.83
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	£571.17
AC	Toilets inc: wages, consumables, rsates, elec, utilities, repairs	£5,000.00	£6,633.64
AD	Flood equipment and Maintenance	£300.00	£870.70
AE	LFRG expenses	£400.00	£79.48
AF	Gulliford Cemetery	£800.00	£140.00
AG	Burial Ground	£500.00	£0.00
AH	Youth Club Building Maintenance	£500.00	£362.47
AI	YC Utilities	£1,000.00	£1,852.47
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	£187.68
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	£13,286.57
	Total	£63,924.00	£70,595.12
	Add VAT		£2,821.87
	Total		£73,416.99

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	400.00
J	Herald Adverts	4,000.00	5,886.00
K	Burial fees	2,000.00	2,293.00
L	Lympstone FC re Cliff Field	50.00	200.00
M	Flower beds	0.00	0.00
N	Western power re Wayleaves	10.00	7.54
O	Miscellaneous (eg refunds)	0.00	270.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,500.00	0.00
R	External Grants	0.00	12,713.90
S	VAT Refund	5,000.00	2,564.87
T	Youth Club	1,500.00	1,767.49
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	131,835.63
	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 – March 2022

Month and	Response	Date
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Minute		Actioned
Jan - 22/4.7	The Clerk would get the necessary paperwork for two new bank signatories	
Mar - 22/29.4	Clerk include an article in the Herald and write to the Primary and Pre-school to save excess timber for the Jubilee Beacon and for volunteers to help build the Beacon from the 28 th May – 2 nd June.	8/3
Mar - 22/32	<i>Clerk contact the PCs solicitor for details of ownership and write to the property owner as necessary.</i>	21/3
Mar – 22/35 Planning Application	22/0162/FUL and 22/0162/FUL - Proposed erection of replacement classroom at St Peters School. Recommendation: Support	10/3 Clerk send the recommendations from LPC to EDDC.
	22/0308/FUL - Creation of access ramp to the front of building and relocation of existing doorway at Lymptone Village Hall. Recommendation: Support	
	21/2318/FUL and 21/2319/LBC - 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. Recommendation: Object LPC object due the application being in the conservation area and the change of character. LPC are concerned with the driveway and the highway, the gates on the driveway must be set back at least one vehicle length from the road.	
	22/0445/FUL - Two storey side and rear extension to include creation of roof accommodation, widening of driveway and alterations to fenestration at 1 Birch Rd. Recommendation: Support	
Mar – 22/37	Clerk to chase up the PROW officer Sam Jeffcoat with the repairs to the footpath at the lower corner of Candys Field.	21/3
Additional actions:		
Minutes from LPC, MP and SWW (28/2)		1/3
Reviewed and updated all risk assessment		2/3
Zoom meeting with KH and DB		3/3
PC Part B zoom meeting re Methodist Hall Minutes		4/3
PC meeting		7/3
Minutes from PC meeting		8,9/3
Herald Report		8/3
Defib checks and report online x2		9/3
PC bid submitted		9/3
Submitted LPC planning responses to EDDC		10/3
Scan and return signed agreement to EDDC for S106 funding		10/3
Zoom meeting with NL, SF and notes		10/3
Zoom meeting with Eibe, LPC and FLOS Minutes		15/3
Draft Candys field maintenance plan		21/3
Meet with L Lyons – Jubilee insurance		23/3
Meet with LHB, KH and LS		25/3

22/49 Planning decisions

Date	Planning Application	LPC	EDDC
10/11/21 Expires: 10/12/21	21/2441/LBC - Remove existing render on north, south and east elevations and re-render with lime based plaster at Brookfield Cottage	7/12 Support	7/3 APPROVED
19/11/21 expires: 12/12/21	21/3011/FUL - Proposed single storey rear extension - revised scheme at 3 Spring Meadow	10/12 Object	11/3 REFUSED
24/1/22 expires: 18/2/22	21/3177/LBC - Replace 1no. tripartite window on first floor south elevation at Varnes, Church Road	11/2 Support	14/3 APPROVED
23/2/22 expires 25/3/22	22/0308/FUL - Creation of access ramp to the front of building and relocation of existing doorway at Lymptone Village Hall.	10/3 Support	23/3 APPROVED