



Chairman: Cllr Nick Linfoot
Tel: 07751 307107

LYMPSTONE PARISH COUNCIL

Clerk to the Council: Miss L Tyrrell
c/o Minnows,
Longmeadow Road,
Lympstone, Devon EX8 5LF
Tel: 07890717081

Email: lympstonepc@gmail.com
www.lympstone.org

27th May 2022

To All Members of the Parish Council

You are summoned to attend an annual meeting of Lympstone Parish Council, to be held **7.30pm on Monday 6th June 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 will be available 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
22/71	INFORMATION: Apologies	7.45
22/72	ACTION: Minutes To confirm the minutes of the Part B PC meeting held on the 5 th May and PC meeting held on the 9 th May 2022 attached.	7.50
22/73	INFORMATION: To receive any Declarations of Interest	7.55
22/74	Clerk's Report (see attachments): ACTION: i) Standing Orders and Code of Conduct – To approve and agree the new and updated Policies, previously circulated. ii) Financial Regulations – To review and agree the financial regulations, previously circulated.	8.00

	<p>iii) Committees – Confirm the Chairman and Vice Chairman of agreed committees.</p> <p>iv) Garden Club Grant Request – To briefly discuss the Grant request received and action. <i>(Details to follow)</i></p> <p>v) Funds raised from play area auction – To briefly discuss funds raised and allocate for the youth in the community.</p> <p>INFORMATION:</p> <p>vii) Cllr Vacancy - The Clerk has notified EDDC of a Cllr vacancy on the PC and it is now up to the PC to co-opt a new member.</p> <p>viii) Finance - Payments / Financial summary / Budget report</p> <p>ix) Clerk's Action List</p>	
22/75	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10
22/76	ACTION: Technology support – To agree and approve suitable technical equipment for Councillor business.	8.15
22/77	INFORMATION: The Hub building – To receive an update from Cllr Payne.	8.20
22/78	<p>INFORMATION: Planning applications</p> <p>22/0899/FUL - Construction of a new driveway and demolition of 2no. walls at Limestones</p> <p>22/0907/FUL - retrospective planning permission sought for the siting of an air conditioning unit on the east elevation. Planning permission sought for the siting of an air conditioning unit on the south elevation at Oysters, 7 Charles Court.</p> <p>22/0767/FUL - Demolition of the front garden wall and construction of a paved hard standing driveway at 5 Meadow View.</p> <p>22/1119/FUL and 22/1120/LBC – Internal alterations to existing rear extension with alteration to fenestration at Queen Anne House.</p>	8.25
22/79	INFORMATION: Planning decisions (see attached)	8.30
22/80	<p>INFORMATION: Reports of Committees</p> <p>Any reports requiring a decision are attached.</p> <p>Planning including trees and hedges – Cllr Linfoot, Cllr Tyrrell and Cllr Francis</p> <p>Parish paths, bridleways, rural and village footways and roads – Cllr Beatty, Cllr Francis and Cllr Staddon</p> <p>Assets, buildings, land and finance – Cllr Atkins, Cllr Hill, Cllr Tyrrell and Cllr Payne</p> <p>ACTION: Update and approve staff costs.</p> <p>Community – Cllr Linfoot, Cllr Francis, Cllr Payne and Cllr Staddon</p> <p>Environment – Cllr Staddon and Cllr Tyrrell</p> <p>LPC Cllrs, staffing and compliance - All Cllrs and Clerk</p>	8.35
22/81	DISCUSSION: Items for the next Agenda	8.40

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 9TH MAY 2022.**

PRESENT:	
Councillors	D Atkins, D Beatty, S Francis, K Hill, N Linfoot, L Staddon and D Tyrrell,
Clerk	Miss L Tyrrell
County Councillors	R Scott
District Councillors	G Jung
Public	6 members

22/58 Election of Chairman for 2022/2023

Cllr Hill asked for a proposal of a Chairman.

Cllr Atkins proposed Cllr Hill. Cllr Beatty seconded.

Cllr Payne proposed Cllr Linfoot. Cllr Staddon seconded.

The Clerk asked all Cllrs for a recorded blind vote. Cllr Hill received three votes. Cllr Linfoot received five votes. Cllr Linfoot read out and signed the Chairmans Declaration of Acceptance of Office.

RESOLVED that Cllr Linfoot be elected Chairman for the Municipal year.

22/59 Election of Vice Chairman for 2022/2023

Cllr Linfoot explained that Cllr Beatty did not want to continue to stand as Vice Chairman and asked for a proposal of a Vice Chairman. Cllr Tyrrell proposed Cllr Staddon. Cllr Payne seconded. Unan. Cllr Staddon read out and signed the Vice Chairman's Declaration of Acceptance of Office.

RESOLVED that Cllr Staddon be elected Vice-Chairman for the Municipal year.

Cllr Linfoot thanked Cllr Hill and Cllr Beatty for all their hard work over the last year.

22/60 Declarations of Office

All Cllrs re-signed their Declarations of Acceptance of Office, Declaration of Acceptance of Code of Conduct, and consent form to receive emails for 2022/23 in front of the Clerk.

Public session

The Chairman reminded all members of the public that they had three minutes to speak on any item on the agenda. He added that if a planning application was to be discussed then to wait until the necessary item. He invited the public to speak.

Miss Dimond from the friends of the Methodist Hall group reminded all the Cllrs the large public support in the Parish for the purchase of the Methodist Hall as a Community Asset. She shared her concerns that if the PC did not pursue the purchase of the Hall, then it could become a building site for a private developer. She believed the Friends group was set up with the support of the PC. She thanked Cllr Hill and Cllr Atkins for all their help and support.

Another member of the public shared his concerns of two outstanding planning applications in the Parish. One still had not been decided in over a year. He asked the PC to write to EDDC and ask about the delay. He believed one of the planning applications had dumped their removed soil, rubble, and other materials on site without an environmental license. District Cllr Jung explained that there were current legal issues holding up the decision process of these applications between EDDC and the applicant. He added that the applicant was allowed to leave hardcore on site. The Chairman added that he would like to hold further discussion regarding the two applications with District Cllr Jung and report back to the member of the public.

22/61 Apologies

Cllr C and R Eastley due to ill health.

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

RESOLVED that the Apologies were approved by the PC.

22/62 Minutes

Cllr Atkins wanted it minuted that he did not approve of the wording regarding his involvement in item 22/46 and the Methodist Hall. He objected to the current wording. Cllr Hill agreed that the wording was not ideal. Cllr Atkins added that he had received four independent professionals' advice and did not act in any poor faith. He would clarify his actions further in item 22/66.

The Chairman proposed the minutes of the APM and PC meeting on the 4th April were accurate. Cllr Payne seconded. Cllr Francis, Staddon and Tyrrell agreed.

Cllr Atkins and Cllr Hill objected. Cllr Beatty abstained.

RESOLVED that the PC minutes of the APM and PC meeting held on 4th April 2022 be confirmed as a correct record and signed by the Chairman.

22/63 To receive any Declarations of Interest

Cllr Tyrrell declared a pecuniary interest with 22/0912/FUL.

Cllr Atkins declared a personal interest with 22/0850/OUT and pecuniary interest with 22/0852/FUL.

Cllr Beatty declared a personal interest with 22/0850/OUT.

These were recorded in the book.

22/64 Clerks Report

22/64.1 End of Year Accounts 2021/2022

Cllr Atkins proposed the end of year accounts a true and accurate record. Cllr Linfoot seconded. Unan.

RESOLVED The Chairman and Clerk signed off LPC's end of year accounts for 2021/22.

22/64.2 Annual Audit 2021/22 Internal Auditor's certificate.

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

RESOLVED that the PC agreed the Internal Auditors certificate.

22/64.3 Annual Audit 2021/22 Governance Statement.

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

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

22/64.4 Annual Audit 2021/22 Accounting statements.

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

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

22/64.5 Notice of public rights.

The Clerk suggested suitable dates to publicise the Notice of public rights 13 June to 22 July 2022. Cllr Atkins proposed the suggested dates. Cllr Linfoot seconded. Unan.

RESOLVED that the Clerk put up the public notices and add to the website from 13th June 2022.

22/64.6 2022/2023 Meeting Dates

The Chairman proposed to approve the following PC meetings dates for 2022/2023: Monday: 9 May 22, 6 June 22, 4 July 22, August 22 – no meeting, 5 September 22, 3 October 22, 7 November 22, 5 December 22, 9 January 23, 6 February 23, 6 March 23, 3 April 23 including the Annual Parish Meeting. Cllr Francis seconded. Unan.

RESOLVED that the PC meeting dates for 22/23 were approved and agreed to be published.

22/64.7 Committees

Cllr Atkins proposed to approve the committees and their members. Cllr Tyrrell seconded. Unan.

RESOLVED that the following committees and members were approved:

- 1. Planning including trees and hedges – Cllr Linfoot, Cllr Tyrrell and Cllr Francis**
 - a. Subcommittee – East Devon Local Plan and Lymington Neighbourhood plan
- 2. Parish paths, bridleways, rural and village footways and roads – Cllr Beatty, Cllr Francis and Cllr Staddon**
 - a. Subcommittee – Getting around group,
 - b. Subcommittee - EET
- 3. Assets, buildings, land and finance – Cllr Atkins, Cllr Hill, Cllr Tyrrell and Cllr Payne**
 - 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 – Cllr Linfoot, Cllr Francis, Cllr Payne and Cllr Staddon**
 - a. Subcommittee – Communications,
 - b. Subcommittee - Youth Club/The Hub, Village Hall, CTCRM, Community Hub group,
- 5. Environment – Cllr Staddon and Cllr Tyrrell**
 - a. Subcommittee - Exe Estuary, Wotton Brook, Emergency Plan, Allotments, Exe estuary trail,
 - b. Subcommittee – LFRG,
 - **LPC Cllrs, staffing and compliance - All Cllrs and Clerk**

Cllr Atkins pointed out that both the Chair and Vice Chair were default members of all committees. Cllr Tyrrell wanted it noted that he would declare an interest with any financial discussion involving the Clerk.

RESOLVED that the committees and members were approved and agreed.

22/64.7 Old play equipment in Candys Field

The Clerk explained a new start date for the play area refurbishment had been confirmed for the 25th July. The Clerk added that due to the postponed start date, the H&S of the current equipment was an issue that needed resolving. Cllr Tyrrell

suggested holding an auction for members of the public to bid for any of the old equipment. Cllr Hill added that the PC would not be responsible for any sold old equipment. Cllr Tyrrell proposed to hold an auction with zero responsibility, 'sold as seen'. Cllr Beatty seconded. Unan.

RESOLVED that an auction would be held on Saturday 21st May at 10am.

Cllr Tyrrell added that he would lot up an auction sheet and all sold equipment would need to be removed by the consecutive Sunday evening.

22/64.8 Cllr Vacancy

The Clerk had notified EDDC of a Cllr vacancy on the PC, the notice had been publicly advertised and this would expire on the 23rd May. After this date, EDDC would notify the Clerk if an election had been called or if the PC could co-opt new members.

The Chairman proposed that the PC write a letter of thanks to Mr Chris Carter for his time and hard work over the years as a well-known and respected member of the Council. He also wanted an acknowledgement added to the Herald. Cllr Hill seconded. Unan.

RESOLVED that the Clerk would write a letter of thanks to Mr Carter.

22/64.9 Internal Auditor Meeting

The Clerk reported that she had met with the internal auditor, Mrs Penny Clapham on the 28th April 2022 at 5pm:

Overall, Penny was very happy with all the information provided to her. She was very pleased that she could locate everything online and glad to see policies and risk assessments were all up to date. She fully approved of the way I laid the finances out and felt the spreadsheet was very clear and easy to follow.

She has made the following recommendations:

- There is too much money in the TSB account and therefore the PC should open a new bank account to include the PC's allocated funds up to the value of £85,000 (as this money is then protected and secure by the financial services should anything happen to TSB). She has made a recommendation of an online bank which specialises in charities and Parish Councils.*
- Update LPCs standing orders.*
- PC phone for Clerk to use for work purposes.*

The Clerk presented the information from CCLA as an example of a reputable bank which specialised in charities and parish councils. Cllr Staddon wanted it confirmed if money was easily accessible from this account or was it just an investment account. The Chairman agreed that a separate bank account was necessary, and the finance committee could research bank accounts further and report back to full council. Cllr Hill seconded. Unan.

RESOLVED that the PC would open a new bank account.

Cllr Hill proposed reviewing the financial policy of payment processes and the finance committee to also discuss and report back procedures. Cllr Linfoot seconded. Unan.

RESOLVED that the finance committee would review how PC payments could be updated and made in the future.

Cllr Hill proposed a Parish Council phone for the Clerk to use. Cllr Linfoot seconded. Unan.

RESOLVED that the Clerk would investigate purchasing a new phone for work use.

22/64.10 Finance

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

RESOLVED that the following payments be approved:

Payments – April 2022

06/04/2022	2945	Eric's Knob and Lock Shop - replaced lock at public toilets	£112.74
04/04/2022	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£14.00
05/04/2022	2957	J A Morrish - Tree work in Avenue and Candys Field	£900.00
05/04/2022	2958	Partybench Ltd (Jubilee)	£3,175.20
05/04/22	2959	South West Event Hire Ltd (Jubilee)	£2,269.20
05/04/22	2960	Heart Performing Arts - Pixie Maz Parties (Jubilee)	£170.00
05/04/22	2961	Vicki Drinkwater (Hivis.co.uk - Jubilee)	£90.41
05/04/22	2962	EDDC - Inv no 50064280 (Waste collection)	£325.00
05/04/22	2963	Express Fire In no SI-501 (YC fire safety)	£90.00
05/04/22	2964	Westcountry Rivers Trust Inv No INV-2686	£1,296.00
05/04/22	2965	P Corcos (LFRG equipment - Exeter Tool Shop)	£442.80
05/04/22	2965	P Corcos (LFRG equipment - Only Branded Ltd)	£78.39
05/04/22	2966	LVHCIO (Community Hub Lunch)	£66.00
05/04/22	2967	Optima Graphics Topsham Ltd -Inv no: 26724	£565.00
05/04/22	2968, 2969	Staff costs	£1,775.99
05/04/22	2970	HMRC (tax and NI Mar 22)	£344.94
05/04/22	2971	Mrs J Cowe (Public toilets cleaning Feb and Mar 22)	£1,035.00
05/04/22	2972	DALC membership 22-23 Inv No: 3829	£486.12
05/04/22	2973	A Western - March 22	£461.50
05/04/22	2974	DG Atkins - expenses Mar 22	£34.65
19/04/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£33.19
19/04/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
19/04/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£40.00

Receipts – April 2022

01/04/2021	DC	EDDC - Precept + C tax support	23,500.00
11/04/2022	500034	R Gegg (burial fee)	415.00
11/04/2022	500034	Western Power wayleaves	7.54
26/04/2022	FPI	Herald Advert	21.00
27/04/2022	FPI	Herald Advert	75.00

Financial Summary – April 2022

Current Account		
Opening balance at 1st April 2022		156,502.80
Receipts		£24,268.54
Total receipts		£180,771.34

less, Payments		£13,856.13
Net balance		£166,915.21
Unpresented cheques		£0.00
Receipts not on statement		£0.00
	Balance at Bank	£166,915.21

Budget reports – April 2022

	Budget Monitoring 2022 - 2023		
Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£1,364.10
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,080.00
J	Clerk's Salary	£15,000.00	£2,031.54
K	Clerks Expenses	£900.00	£23.40
L	Office expenses	£1,000.00	£65.99
M	Village Hall Hire	£0.00	£0.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,000.00	£430.00
P	Courses, Travel etc	£1,000.00	£0.00
Q	Insurance, Audit, Elections	£3,500.00	£0.00
R	Miscellaneous	£2,000.00	£34.65
S	Herald Printing	£5,000.00	£565.00
T	A Western	£6,000.00	£461.50
U	Grass and hedge cutting	£2,000.00	£0.00
V	Other Maintenance	£5,000.00	£75.00
W	General tree work inc Candys Field	£1,000.00	£900.00
X	Bin emptying	£750.00	£270.83
Y	Handyman	£0.00	£0.00
Z	Notice Boards - Maintenance	£500.00	£0.00
AA	Play Equipment Mtce	£500.00	£0.00
AB	Lighting in Candy's field	£800.00	£31.53
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£7,000.00	£1,142.20
AD	Flood equipment and Maintenance	£300.00	£446.55
AE	LFRG expenses	£400.00	£0.00
AF	Gulliford Cemetery	£600.00	£140.00
AG	Burial Ground	£1,000.00	£0.00
AH	Youth Club Building Maintenance	£1,000.00	£0.00
AI	YC Utilities	£1,600.00	£85.50
AJ	Website etc	£500.00	£0.00
AK	Adverse weather	£200.00	£0.00
AL	Gully cleaning and jetting	£2,000.00	£0.00
AM	Parishes Together	£1,500.00	£0.00
AN	Community Hub Projects	£2,000.00	£66.00
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	Lottery Grant (Jubilee)	£9,836.00	£4,782.34
	Total	£80,686.00	£12,632.03
	Add VAT		£1,364.10
	Total		£13,996.13

Code	Receipts - Budget Performance 2022-2023		
		Budget	Actual
F	Precept	47,500.00	23,750.00
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	6,000.00	96.00
K	Burial fees	2,000.00	415.00
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	1,000.00	0.00
S	VAT Refund	5,000.00	0.00
T	Youth Club	1,500.00	0.00
U	VHMC car park	0.00	0.00
V	MoD Community Covenant	0.00	0.00
W	DCC error	0.00	0.00
X	Community Hub Projects Income	100.00	0.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	10,000.00	0.00
	Total	75,160.00	24,268.54
	Allocated balances 31st March 2021	Budget	Spent
	Elections	3000	0
	Reserve for Village hall car park	1500	0
	NP Projects	3000	0
	Works to Youth Club	10000	0
	Public Conveniences	5000	£0.00
	Play area	20,000	0
	Emergency funding	5000	0
	Field maintenance eg fences, ground repairs	10000	0
	Building funding re Community Purchase	10000	0
	Total allocated balances	67500	0

22/64.11 Clerk's Action List

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

22/65 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

County Cllr Scott congratulated Cllr Linfoot and Cllr Staddon on their positions.

District Cllr Jung thanked the previous Chair and Vice Chair on their work last year. He congratulated the new Chair and Vice Chair. He thanked the PC for hosting the public drop-in sessions regarding the proposed development sites in the East Devon Local Plan review to gain an insight on the member of the public's views. He felt that the public overall wanted to retain the character of the Parish, maintain access to open countryside, protect the green wedge, safeguard from commercial development and improved transport links. Cllr Beatty thanked Cllr Jung for coming along and taking the time to be involved and speak with the public at the PCs drop-in sessions. He reminded all members that the Woodlands Trust were holding a public drop-in session on Thursday 12th May in the village hall and invited all present to attend. Cllr Jung explained that new housing numbers for East Devon had been released from the government and had increased from providing 918 to 946 new houses a year.

22/66 Community Asset

Cllr Hill explained that the PC had held a recent Part B meeting to discuss this item in more detail. Cllr Atkins explained that District Cllr Ingham had recommended that he write to Mr Mark Williams, the Chief Executive of EDDC. He felt that Mr William's response was not good enough to support the PC so he then had written to Mr Chris Rose, Development Manager of EDDC to make a pre application.

Cllr Atkins read his letter and response received from Mr Rose:

1/4/22

Dear Chris,

Thank you very much for your phone call on Friday morning to me. I very much appreciate your interest in the matter of Lympstone Parish Council wish to purchase the property known as the Old Methodist School building, Chapel Road, it being adjacent to the Chapel and on the edge of the conservation area. I took early action to activate the building's purchase under the right to buy and the designation of it as a community interest building.

I would like to propose to the Parish Council that it puts to the District Authority the need to try to protect its demolition, conversion, or a new build in such a sensitive position centrally located within easy reach of the train station and public car park.

I have put together the attached letter of information and community support for your attention.

Thanking you in anticipation and help you are providing.

Cllr DG Atkins

5/4/22

Good Morning Cllr Atkins,

Thank you for your email below and attachment.

The current building is protected for Community Use under Strategy 32 (Resisting Loss of Employment, retail and Community Sites and Buildings) and Policy RC6 (Local Community Facilities) of the adopted East Devon Local Plan.

These policies seek to retain buildings such as this in community use and resists their loss or change of use to other uses, particularly residential. As such these policies support the Parish Council purchase of the building for continued community use.

The only circumstances where development or a change of use would be supported is where the building is no longer needed for community use, or alternative equivalent provision is made nearby.

If the building is no longer required by the current owners, in order to gain planning permission for an alternative use, they would need market the building widely and at a reasonable market value for at least 12 months and following this demonstrate to us that there is no other community interest in purchasing or renting the building. Alternatively they would need to provide alternative provision nearby.

In this instance, even if they marketed the building for 12 months, as we are aware that the Parish Council wish to purchase it for community use any application for redevelopment or change of use is highly likely to fail as being contrary to Strategy 32 and Policy RC6.

I hope this is of assistance.

Kind regards

Chris

Chris Rose BA (Hons) BTP MRTPI

Development Manager

East Devon District Council

Cllr Atkins explained this was his interpretation of enquiring about a pre application. Cllr Linfoot added that this was much clearer than previously reported.

Cllr Atkins asked the Clerk to read the most recent response from the Methodist Trustees Agent, Mr Smale:

21st April 2022

Dear Lucy

Thank you for your email dated 14 April 2022 together with attachment.

Firstly thank you for the Parish Council's continued interest in acquiring the now closed Church premises.

It remains the case that in order to demonstrate the market has been tested, and the best price obtained, the property will be marketed by formal tender thereby leaving all interested parties to frame their own views on value and to bid accordingly.

Mike Henderson of Hall and Scott (the appointed agents) will be handling the sale and will be in touch when the marketing campaign commences. It is not currently intended to quote an asking/guide price.

Thank you once again for your interest.

Regards.

Lloyd

Lloyd Smale FRICS - Chartered Surveyor

RICS Registered Valuer

Carter Geering Property Consultants

115 High Street, Crediton EX17 3LG

Mob: 07535 099660

The Chairman read the PCs public statement regarding the Methodist Hall:

Lympstone Parish Council after careful consideration submitted an offer to purchase the Methodist school as a community asset. This was not accepted by the Methodist Church, who now intend to place the property on the open market. The future of the building now lies with the Methodist Church. The PC will continue to actively monitor the situation and the market.

The PC would like to thank the 'Friends of the Methodist Hall group' for their hard work in supporting the Parish Council.

Miss Dimond queried when the Hall went on the open market, and someone wanted to develop it what would happen then? The Chairman explained that it would force the Methodist Church to come back to the PC with a guide price. District Cllr Jung added that Mr Rose's letter does highlight the fact that the Church needed to demonstrate and prove the marketing. Cllr Hill added that it was reasonable to expect the Church to follow Government guidelines and market the property for 12months. Miss Dimond also added she was chasing the local listing of the building.

22/67 Planning applications

22/0850/OUT - Outline application with some matters reserved (access) for the erection of a single dwelling with associated development and demolition of outbuilding and glasshouse at Southtown House.

Cllr Linfoot was concerned that as this was an outline planning application, it was not clear what was protected in the coastal preservation zone and it was outside the BUAB. Cllr Tyrrell added that it was in the green wedge and the development would increase the traffic and the restricted access point. Cllr Linfoot proposed to object. Cllr Hill seconded. Unan.

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

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. (Amended plan)

Cllr Atkins raised his concern of the application on a dangerous bend and restricted access point. Cllr Linfoot proposed to support in line with EDDC planning officers checking the parking space measurements and accuracy. Cllr Francis seconded. Unan. Cllr Tyrrell and Cllr Atkins objected.

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

22/0912/FUL - Addition of first floor with alteration to fenestration at The Workshop.

Cllr Hill believed this application was continued planning by stealth. Cllr Atkins felt the aesthetics in this application was worse than the last application submitted. Mr Brewer (LFRG) reminded all that this application was also on a flood plain. Cllr Linfoot proposed to object to this application with the previous reasons given by LPC on the last site planning application in Dec 21. Cllr Beatty seconded. Unan.

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

22/0852/FUL - Erection of agricultural storage building at Great Loxhill.

Cllr Hill felt this was an overdevelopment of the site. Cllr Tyrrell pointed out that there had been an agricultural store originally on the field which the applicant turned into a house. There was no agricultural number for the site. He was concerned of additional traffic and access to the site. It was also in the green wedge. Cllr Linfoot proposed to object on the reasons already mentioned and felt an agricultural building was not needed or necessary. Cllr Beatty seconded. Unan.

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

22/0958/FUL - Conversion of existing garage attic with addition of rooflights and side dormer window to form new home office at Ashdown, Marley Hayes.

Cllr Linfoot proposed to support the application with a condition as a live work unit only. Cllr Francis seconded. Unan.

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

Title: The Electronic Communications Code (Conditions and Restrictions) (Amendment) Regulations 2017

Operator: Jurassic Fibre

Intention: To erect a 10.5m wooden pole for electronic communications apparatus

Location: ROSTEGA THE STRAND, LYMPSTONE, EXMOUTH EX8 5JW

Notice: Under Regulation 5 of the above Code, Jurassic Fibre hereby give you 28 days' notice informing you of our intention to install one wooden 10.5m pole at the above location.

Cllr Beatty felt all the other poles had been renewed. Cllr Tyrrell reminded all members that this pole was in a conservation area and in the past the PC had removed all poles and overhead wires in this area. He believed this application should have gone to full planning. Cllr Linfoot proposed to object due to the pole being in a conversation area. Cllr Hill seconded. Unan. Cllr Beatty did not support the PCs objection.

RESOLVED that the Clerk write to EDDC to object to the new 10.5m pole being erected.

22/68 Planning decisions

RESOLVED that the EDDC decisions were noted.

22/69 Reports of Committees

Parish paths, bridleways, rural and village footways and roads

Cllr Beatty asked the Clerk if there was any update from DCC regarding the damage to footpath no.20. The Clerk explained that DCC had emailed that the remedial work would be completed in the next month or two. Cllr Hill proposed that the Clerk write to DCC and explain that the work would need to be completed as soon as possible due to the Queens jubilee and members of the public frequenting the footpath for the celebrations. Unan.

RESOLVED that the Clerk write back to DCC.

Assets, buildings, land and finance

Cllr Atkins explained that the committee would meet as soon as possible to discuss Candy's field boundaries and the management plan. Cllr Beatty queried what had happened with the notice boards under the railway bridge. The Clerk explained she would chase this up with another contractor to compare costs. Cllr Hill explained that the finance group would meet to discuss the Clerks expenses in line with HMRC recommendations.

Community

Cllr Linfoot requested that Avenue Field grass was cut just before the Jubilee celebrations to allow for disabled parking spaces. He added that letters would be dropped to residents around Candy's Field to notify them of the footpath closure on the Sunday for the Jubilee cream tea. He explained the timetable for the world record attempt: 8.30am set up, 11.30am stewards arrive, 12.30 guests arrive, 1.30pm start. He added that Exmouth Community College would be asked for help from media students to film the event and guests taking part as evidence.

Cllr Francis updated all members on the Facebook. Currently there was 82 followers on the PCs page, up 178% on post engagement and 139 page visits. She had tried to keep posts short and with photos to grab members of the public's attention. She was very grateful to David Young and Mary Turner, the webmasters for all their help and thanked everyone for their support.

22/70 Items for the next Agenda

Garden Club grant request
Standing Orders
The Hub building update
Boundary sign for Exmouth

Meeting closed at **9.40pm**

Chairman:

Date:

22/74 Clerk's Report:

ACTION:

- i. **Standing Orders and Code of Conduct** – To approve and agree the updated Policies, previously circulated.
- ii. **Committees** – Confirm the Chairman and Vice Chairman of agreed committees.
- iii. **Garden Club Grant Request** – To briefly discuss the Grant request received and action. (Details to follow)
- iv. **Funds raised from play area auction** – To briefly discuss funds raised and allocate for the youth in the community.

INFORMATION:

- v. **Cllr Vacancy** - The Clerk has notified EDDC of a Cllr vacancy on the PC. No election has been called so it is now up to the PC to co-opt. The Clerk will advertise the casual vacancy on the PC Notice boards, website and Facebook page.
- vi. **Finance** - Payments / Financial summary / Budget report

Payments – May 2022

03/05/22	DD	Plusnet REF: PNET3453454-1 (YC)	£34.85
04/05/22	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£42.00
05/05/22	2976	LVHCIO (Public drop in sessions 29/30 April 22) INV-0336	£77.00
05/05/22	2976	LVHCIO (Part B PC meeting) INV-0361	£14.00
05/05/22	2977	A Western - April 22	£431.50
05/05/22	2978	SLCC Enterprises Ltd (Training seminar) BK205834-1	£102.00
05/05/22	2979	Penny Clapham - Internal Auditor Services	£55.00
05/05/22	2980	Optima Graphics Topsham Ltd -Inv no: 26789	£575.00
05/05/22	2981	Vicki Drinkwater (South West Event Hire - Jubilee)	£375.60
05/05/22	2982,2983	Staff costs	£1,751.60
05/05/22	2984	HMRC (tax and NI April 22)	£356.73
05/05/22	2985	V Drinkwater (Amazon orders reimbursement - Jubilee)	£1,719.63
10/05/22	2946	Gulliford joint committee - gulliford burial ground contribution	£140.00
16/05/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£40.00
16/05/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
16/05/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£32.54
19/05/22	2986	LVHCIO (PC training) INV-0370	£24.50
19/05/22	2986	LVHCIO ((Community Hub lunches) INV-0382	£66.00
19/05/22	2987	J Payne - reimbursement of printed t-shirts for jubilee event	£96.00
19/05/22	2988	V Drinkwater (Amazon orders reimbursement - Jubilee)	£9.99
19/05/22	2988	V Drinkwater (Ikea orders reimbursement - Jubilee)	£390.00
19/05/22	2989	K Hill - Chairmans Allowance 2021-22	£200.00
19/05/22	2990	V Drinkwater (Ikea orders reimbursement - Jubilee)	£75.00
19/05/22	2991	Devon Hampers Lt (cream for Jubilee cream teas)	£1,231.50
30/05/22	DD	Plusnet REF: PNET3453454-1 (YC)	£32.78

Receipts – May 2022

29/04/2022	FPI	Herald Advert	500.00
14/05/2022	FPI	Herald Advert	25.00
15/05/2022	FPI	Herald Advert	35.00
20/05/2022	FPI	Herald Advert	450.00
23/05/2022	FPI	Herald Advert	75.00
23/05/2022	FPI	G. Forrest (Play equipment)	50.00
23/05/2022	FPI	Jamie & Nat Ellor (Play equipment)	20.00

23/05/2022	FPI	Herald Advert	25.00
23/05/2022	FPI	Herald Advert	5.00
27/05/2022	FPI	Herald Advert	35.00
30/05/2022	FPI	Herald Advert	100.00

Financial Summary – May 2022

Current Account		
Opening balance at 1st April 2022		156,502.80
Receipts		£25,588.54
Total receipts		£182,091.34
less, Payments		£23,093.35
Net balance		£158,997.99
Unpresented cheques		£0.00
Receipts not on statement		£0.00
	Balance at Bank	£158,997.99

Budget reports – May 2022

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£1,750.18
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,080.00
J	Clerk's Salary	£15,000.00	£4,063.08
K	Clerks Expenses	£900.00	£34.20
L	Office expenses	£1,000.00	£131.98
M	Village Hall Hire	£0.00	£315.50
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,000.00	£430.00
P	Courses, Travel etc	£1,000.00	£85.00
Q	Insurance, Audit, Elections	£3,500.00	£55.00
R	Miscellaneous	£2,000.00	£34.65
S	Herald Printing	£5,000.00	£1,140.00
T	A Western	£6,000.00	£893.00
U	Grass and hedge cutting	£2,000.00	£0.00
V	Other Maintenance	£5,000.00	£75.00
W	General tree work inc Candys Field	£1,000.00	£900.00
X	Bin emptying	£750.00	£270.83
Y	Handyman	£0.00	£0.00
Z	Notice Boards - Maintenance	£500.00	£0.00
AA	Play Equipment Mtce	£500.00	£0.00
AB	Lighting in Candy's field	£800.00	£62.44
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£7,000.00	£1,182.10
AD	Flood equipment and Maintenance	£300.00	£446.55
AE	LFRG expenses	£400.00	£0.00
AF	Gulliford Cemetery	£600.00	£140.00
AG	Burial Ground	£1,000.00	£0.00

AH	Youth Club Building Maintenance	£1,000.00	£0.00
AI	YC Utilities	£1,600.00	£204.10
AJ	Website etc	£500.00	£0.00
AK	Adverse weather	£200.00	£0.00
AL	Gully cleaning and jetting	£2,000.00	£0.00
AM	Parishes Together	£1,500.00	£0.00
AN	Community Hub Projects	£2,000.00	£1,227.00
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	Lottery Grant (Jubilee)	£9,836.00	£8,539.96
	Total	£80,686.00	£21,310.39
	Add VAT		<u>£1,750.18</u>
	Total		£23,060.57

Code	Receipts - Budget Performance 2022-2023		
		Budget	Actual
F	Precept	47,500.00	23,750.00
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	6,000.00	1,346.00
K	Burial fees	2,000.00	415.00
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	70.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,500.00	0.00
R	External Grants	1,000.00	0.00
S	VAT Refund	5,000.00	0.00
T	Youth Club	1,500.00	0.00
U	VHMC car park	0.00	0.00
V	MoD Community Covenant	0.00	0.00
W	DCC error	0.00	0.00
X	Community Hub Projects Income	100.00	0.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	10,000.00	0.00
	Total	75,160.00	25,588.54
	Allocated balances 31st March 2021	Budget	Spent
	Elections	3000	0
	Reserve for Village hall car park	1500	0
	NP Projects	3000	0
	Works to Youth Club	10000	0
	Public Conveniences	5000	£0.00

	Play area	20,000	0
	Emergency funding	5000	0
	Field maintenance eg fences, ground repairs	10000	0
	Building funding re Community Purchase	10000	0
	Total allocated balances	67500	0

i) Clerk's Action List – May 2022 TO BE ADDED

Month and Minute	Response	Date Actioned
Jan - 22/4.7	The Clerk would get add DB as a bank signatory	
April - 22/43.4	The Clerk contact Castle CCTV and accept the quote for CCTV installation at the public toilets.	12/5
22/64.3	RETURN Annual Audit 2021/22 Governance Statement.	27/5
22/64.4	RETURN Annual Audit 2021/22 Accounting statements.	27/5
22/64.5	Publish Notice of public rights 13 th June – 22 nd July	
22/64.6	Publish 2022/2023 Meeting Dates - Monday: 9 May 22, 6 June 22, 4 July 22, August 22 – no meeting, 5 September 22, 3 October 22, 7 November 22, 5 December 22, 9 January 23, 6 February 23, 6 March 23, 3 April 23 including the Annual Parish Meeting.	12/5
22/64.7	Posters for old play equipment auction - Saturday 21 st May at 10am.	12/5
64.8	Write a letter of thanks to Chris Carter from PC. Include thanks to Chris Carter in the Herald report.	12/5 10/5
22/64.9	Email CCLA with raised queries from PC. Investigate purchasing a new phone for work use.	24/5
May – 22/67 Planning Applications	22/0850/OUT – Outline application with some matters reserved (access) for the erection of a single dwelling with associated development and demolition of outbuilding and glasshouse at Southtown House. <i>Recommendation: Object</i>	17/5 Clerk send the recommendations from LPC to EDDC.
	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. (Amended plan) <i>10/5 Recommendation: Support</i>	
	22/0912/FUL – Addition of first floor with alteration to fenestration at The Workshop. <i>Recommendation: Object</i>	
	22/0852/FUL – Erection of agricultural storage building at Great Loxhill. <i>Recommendation: Object</i>	
	22/0958/FUL – Conversion of existing garage attic with addition of rooflights and side dormer window to form new home office at Ashdown, Marley Hayes. <i>Recommendation: Support</i>	
	Title: The Electronic Communications Code (Conditions and Restrictions) (Amendment) Regulations 2017 Operator: Jurassic Fibre Intention: To erect a 10.5m wooden pole for electronic communications apparatus Location: ROSTEGA THE STRAND, LYMPSTONE, EXMOUTH EX8 5JW Notice: Under Regulation 5 of the above Code, Jurassic Fibre hereby give you 28 days' notice informing you of our intention to install one wooden 10.5m pole at the above location. <i>Recommendation: Object</i>	
22/69	Clerk to write to DCC about the footpath being repaired asap due to the jubilee.	12/5
22/69	Clerk chase up another contractor to compare costs for a new notice board.	
Additional actions:		
Drop in public sessions - questionnaire analysis		4, 5, 12, 17/5
Part B PC Meet Minutes		5/5 24/5
Defib checks and report online x2		9/5
PC meeting Minutes from PC meeting		9/5 10/5
Herald Report		10/5
Submitted LPC planning responses to EDDC		10, 17/5
Notice boards – updated addresses, meeting dates, auction, entrance closure (Candys/cream tea)		12/5
Auction information – lots, condition of sales, receipts etc		13/5
Meet with L Lyons and J Clarke – Jubilee insurance, public liability risk assessment etc		16/5
Reviewed standing orders, code of conduct		17, 20/5
PC training		19/5
Public auction		21/5
Attended SLCC regional seminar		25/5

22/79 Planning decisions

Date	Planning Application	LPC	EDDC
9/3/22 expires 1/4/22	22/0538/TCA - T1 Oak. Trim crown by up to 2m to shape. T2 Robinia. Remove first branch. Cut back from chimney and roof to give 1- 2m clearance at Thornbury	31/3 Support	10/5 APPROVED
5/4/22 expires 6/5/22	22/0716/FUL and 22/0717/LBC - Proposed lime-based render at Fern Cottage.	25/4 Support	12/5 WITHDRAWN
23/3/22 expires 15/4/22	21/3265/FUL - Erection of a two-bedroom semi-detached cottage at Leighton Cottage.	5/4 Object	19/5 REFUSED
17/1/22 expires 16/2	22/0066/FUL - Demolition of existing rear extension and construction of new rear extension at Monmouth House, Courtlands Lane.	11/2 Support	21/5 APPROVED