



# LYMPSTONE PARISH COUNCIL

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

Chairman: Cllr Nick Linfoot  
Tel: 07751 307107

Email: [lympstonepc@gmail.com](mailto:lympstonepc@gmail.com)  
[www.lympstone.org](http://www.lympstone.org)

1<sup>st</sup> November 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 7<sup>th</sup> November 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 will be available on entry.

The agenda and all attachments can be found online at [www.lympstone.org](http://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](http://lympstone.org)*

Miss L Tyrrell  
Clerk to the Parish Council

## AGENDA

	<b>Public session</b>	<b>7.30</b>
22/125	<b>INFORMATION: Apologies</b>	<b>7.45</b>
22/126	<b>ACTION: Minutes</b> To confirm the minutes of the PC meeting held on the 3 <sup>rd</sup> October 2022 attached.	<b>7.50</b>
22/127	<b>INFORMATION: To receive any Declarations of Interest</b>	<b>7.55</b>
22/128	<b>Clerk's Report (see attachments):</b> <b>ACTION:</b> <ul style="list-style-type: none"> <li>i) <b>Casual vacancies</b> – No notice for election has been received, it is now up to the PC to co-opt two new members.</li> <li>ii) <b>LPC Budget 2023/24</b> – To agree the proposed budget and precept.</li> <li>iii) <b>Child Protection, Complaints, Co-option, Digital and social media and PC job description Policies</b> – To agree and approve the reviewed policies previously circulated to all Cllrs.</li> <li>iv) <b>Correspondence received</b> – To agree a reply to Mr Ridge and the Parish Charity.</li> <li>v) <b>Play area refurbishment</b> – To agree the next steps regarding the workmanship of the installation of the play equipment.</li> <li>vi) <b>Poppy wreath</b> – To agree a representative to lay the PCs poppy wreath for Armistice Day.</li> <li>vii) <b>Annual review of the History society grant</b> – To discuss and agree the annual history society grant.</li> </ul>	<b>8.00</b>

	<p><b>INFORMATION:</b></p> <p>viii) <b>Herald Editor vacancy</b> – There has been no interest received.</p> <p>ix) <b>Notice of conclusion of audit</b> - Annual Governance &amp; Accountability Return for the year ended 31 March 2022 (if received)</p> <p>x) <b>Finance</b> – Payments / Financial summary / Budget report</p> <p>xi) <b>Clerk's Action List</b></p>	
22/129	<b>LVHCIO planning application</b> – To receive an update from Mrs Doreen Murray on the progress of the application and present the detailed plans.	<b>8.10</b>
22/130	<b>INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors</b> if any.	<b>8.15</b>
22/131	<b>INFORMATION: East Devon Local Plan Review</b> – EDDCs areas for development public consultation opens 7 <sup>th</sup> Nov for six weeks. <u>LPC will host their own open public session on 19<sup>th</sup> November 10.30am – 3.30pm in the Committee Room at the Village Hall for your responses!</u>	<b>8.20</b>
22/132	<b>ACTION: Community Hub meeting 28<sup>th</sup> November 6-8pm</b> – To invite representatives from all clubs and groups to an open meeting to move the group forward and consider the Coronation.	<b>8.25</b>
22/133	<b>INFORMATION: Boundary stone and sign</b> - Cllr Tyrrell to report an update.	<b>8.30</b>
22/134	<b>ACTION: New notice board under the railway arch in The Strand</b> – To discuss and agree a specification.	<b>8.35</b>
22/135	<p><b>ACTION: Planning applications</b></p> <p><b>22/2206/FUL</b> - Replace the four front windows of the property with matching style UPVC windows, retaining the existing stone cills at Myrtle Cottage.</p> <p><b>22/2310/TCA</b> - T1, Ash : remove low hanging branch to the east with cut diameter of 15cm and reshape the crown to provide a more aesthetic aspect: estimated diameter of cuts to less than 75mm, reducing crown by 1.5 - 2m ; The diameter of the cut to the low extended branch to the east will be 15cms and the crown will be reduced by 1.5 - 2.0 metres all round with cuts no larger than 75mm at Southerleigh.</p> <p><b>22/2005/LBC</b> - Extension on east elevation and the creation of new door opening between dining room and new extension at Southerleigh.</p> <p><b>22/2006/LBC</b> - Reconfigure existing bathroom on second floor to create ensuite for bedroom 4, including removal and construction of partition walls; new door opening into ensuite from bedroom 4 and creation of new cupboard onto landing at Southerleigh.</p> <p><b>22/2190/FUL</b> - Erection of two storey 6-bed detached dwelling with associated landscaping and works to the front boundary wall at Highcliffe Bungalow.</p> <p><b>22/1980/LBC</b> - install 6no. solar PV on rear north west elevation and 4no. solar PV on single storey rear south west elevation at Ferndale.</p> <p><b>22/2415/FUL</b> - Single storey rear extension, conversion of roofspace to habitable use to include a rear dormer and Juliet balcony with alterations to fenestration at 6 Birch Road.</p> <p><b>22/2410/RES</b> - Application for approval of reserved matters (appearance, landscaping, layout and scale) for the construction of a single storey dwelling following outline application (20/0933/OUT) at Land South of Underhill Close.</p>	<b>8.40</b>
22/136	<b>INFORMATION: Planning decisions</b> (see attached)	<b>8.50</b>
22/137	<p><b>INFORMATION: Reports of Committees</b></p> <p>Any reports requiring a decision are attached.</p> <p><b>Finance and Advisory Committee</b> - Cllr Hill (C), Cllr Atkins (VC), Cllr Payne, Cllr Tyrrell</p> <p><b>Assets and amenities committee</b> - Cllr Atkins (C), Cllr Tyrrell (VC), Cllr Hill, Cllr Staddon. Cllr Atkins to report on the Assets meeting.</p> <p><b>Environment committee</b> - Cllr Tyrrell (C), Cllr Staddon (VC), Cllr Beatty, Cllr Francis, Cllr Moffatt. Cllr Staddon to report on the opening of Yonder Oak Wood. Cllr Tyrrell to report on the meeting with V Garner, SWW.</p> <p><b>Planning and transport committee</b> - Cllr Linfoot (C), Cllr Francis (VC), Cllr Beatty, Cllr Moffatt. Cllr Linfoot to report an update on community transport.</p> <p><b>Community committee</b> - Cllr Linfoot (C), Cllr Staddon (VC), Cllr Francis, Cllr Payne. Cllr Payne to report an update on The Hub building.</p>	<b>8.55</b>
22/138	<b>DISCUSSION: Items for the next Agenda</b>	<b>9.05</b>

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN  
THE VILLAGE HALL AT 7.30PM ON MONDAY 3<sup>RD</sup> OCTOBER 2022.**

<b>PRESENT:</b>	
<b>Councillors</b>	D Atkins, D Beatty, S Francis, K Hill, M Moffatt, J Payne, L Staddon (Acting Chairman) and D Tyrrell,
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	J Trail
<b>District Councillors</b>	B Ingham and G Jung
<b>Public</b>	9 members

**Public session**

The Vice Chairman introduced herself and explained she would be Acting Chairman. She proposed Cllr Atkins as Acting Vice Chairman for the meeting. Cllr Hill seconded. Unan.

*RESOLVED that Cllr Atkins would be acting Vice Chairman for the PC meeting.*

The Chairman welcomed all present and invited members of the public to speak.

A representative of the North-East Exmouth residents group reference the East Devon Local Plan review was present and spoke. He feared that EDDC had not removed potential development sites, and these would be included in the public consultation. He felt the public consultation would not be open long enough for all members of the public to submit their views in time. He added that the review should remain high on LPCs agenda. Cllr Francis explained that LPC had reported and submitted their points from the public drop-in sessions and questionnaires to EDDC and District Cllrs already. Cllr Atkins felt that a special meeting should be called to discuss all potential areas for development including the new sites that had been identified. District Cllr Jung explained that EDDC findings would be published mid-November then the six-week public consultation would open.

The applicant for a planning application was present and asked to speak at the time of the planning item. The Chairman agreed.

Cllr Atkins read the second letter received from Mr Ridge regarding the Lympstone Parish Charity and explained the PC had not replied. He had sought additional advice and felt the Charity is as it should be so there was no further input necessary from the PC. Unan.

**22/113 Apologies**

Cllr N Linfoot due to annual leave.

Cllr R Scott due to another meeting commitment.

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

*RESOLVED that the Apologies were approved by the PC.*

**22/114 Minutes**

Cllr Atkins proposed the minutes of the PC meeting held on the 5<sup>th</sup> September 2022 and PC Assets meeting held on the 26<sup>th</sup> September 2022 were accurate. Cllr Moffatt seconded. Unan.

*RESOLVED that the minutes of the PC meeting held on the 5<sup>th</sup> September 2022 and PC Assets meeting held on the 26<sup>th</sup> September 2022 be confirmed as a correct record and signed by the Chairman.*

**22/115 To receive any Declarations of Interest**

Cllr Tyrrell declared a pecuniary interest with planning application 22/1815/FUL.  
Cllr Hill declared a personal interest with item 22/118 as a trustee of the Village Hall.  
This was recorded in the book.

## **22/116 Clerk's Report**

### **22/116.1 Asset Register Policy**

The Clerk had reviewed and previously circulated LPCs asset register policy and updated the PCs asset register to all Cllrs. Cllr Atkins proposed to agree the reviewed policy. Cllr Staddon seconded. Unan.

*RESOLVED that the reviewed Assets register policy was accepted by the PC.*

### **22/116.2 Play area new notice**

The Clerk presented two options for the new play area notice: to be attached to the new fence or freestanding on new posts. Cllr Tyrrell felt that as there were outstanding issues regarding the fence then the sign should not be erected on the fence as this may affect its warranty. Cllr Payne suggested that the Clerk write to Eibe and enquire if the sign could be attached to the fence or would this affect its guarantee. All Cllrs agreed to this action. Cllr Atkins shared his concerns of the play area rubber bonded mulch flooring not going past the fence line and this would pose a problem for weeds to grow. Cllr Hill pointed out that the independent inspector only identified the safety aspect of the play area and not the quality of the workmanship. Cllr Tyrrell reiterated that he believed the equipment was not upright and level. Cllr Staddon felt the equipment would just need to be monitored. Cllr Atkins felt an engineer from EDDC should view the play area before any payment was made. Cllr Jung explained that the current play equipment engineer was off sick, but he would investigate finding another recommendation of a private structural engineer and inform the Clerk.

### **22/116.3 Play Park Official Opening**

Cllr Atkins proposed that both 22/116.2 and 22/116.3 were postponed to the next agenda. Cllr Hill seconded. Unan. Cllr Beatty abstained.

*RESOLVED that both items would be added to the next agenda after findings received from a structural engineer.*

### **22/116.4 Vacancy notice CVP1 form**

The Clerk explained that she had received letters of resignation from Cllr R and C Eastley. She had informed EDDC of the two Cllr vacancies on the PC. She had published the official notices, and these would remain until 10<sup>th</sup> Oct. If no election was called, then it would be up to the PC to co-opt new members.

Cllr Tyrrell proposed that the PC write a letter of thanks and send well wishes to Mr and Mrs Eastley. Cllr Atkins seconded. Unan.

*RESOLVED that a letter of thanks from the PC would be written and sent to Mr and Mrs Eastley.*

### **22/116.5 Notice of conclusion of audit**

Not received.

## 22/116.6 Finance

The Clerk highlighted in the receipts for September that the funding towards the play area refurbishment of £15,000 from RN and RM Charity had been received. Cllr Tyrrell proposed that LPC write a letter of thanks to the charity. Cllr Hill seconded. Unan.

*RESOLVED that a letter of thanks from LPC to RN and RM Charity for the generous funding received.*

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 – September 2022

05/09/22	3048	LVHCIO - Hire of community rm, bar and kitchen INV-0442	£45.00
05/09/22	3049	Michael Clarke Ltd (Ladies toilets) Inv no: SI-5488	£189.60
05/09/22	3050	Alison West - Bespoke Web Designs Inv: 2834	£148.00
05/09/22	3051, 52, 53	Staff costs	£2,558.60
05/09/22	3054	J Cowe - (Cleaning public toilets July and Aug 22)	£915.00
05/09/22	3055	Source for Business (Water at public toilets 18/5/22 - 23/8/22)	£207.53
05/09/22	3056	LVHCIO - Hire of meeting room for PC Assets meet INV-0481	£14.00
05/09/22	3057	A. Western - Aug 22	£295.00
05/09/22	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£42.00
15/09/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£40.00
15/09/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
15/09/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£147.39
30/09/22	DD	Plusnet REF: PNET3453454-1 (YC)	£32.78

### Receipts – September 2022

01/09/2022	DC	EDDC - Precept	23,750.00
13/09/2022	FPI	Herald Advert	40.00
13/09/2022	FPI	Orchard Memorials	45.00
21/09/2022	FPI	Herald Advert	100.00
23/09/2022	FPI	RN & RM Charity - grant funding for play area	15,000.00
23/09/2022	FPI	Herald Advert	25.00
24/09/2022	500038	Herald Advert	75.00

### Financial Summary – September 2022

Current Account		
Opening balance at 1st April 2022		156,502.80
Receipts		£72,555.59
Total receipts		£229,058.39
less, Payments		£65,720.32
Net balance		£163,338.07
Unpresented cheques		£0.00
Receipts not on statement		£0.00

	Balance at Bank	£163,338.07

### Budget reports – September 2022

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£4,371.38
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,080.00
J	Clerk's Salary	£15,000.00	£13,122.09
K	Clerks Expenses	£900.00	£907.83
L	Office expenses	£1,000.00	£503.97
M	Village Hall Hire	£0.00	£900.50
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,000.00	£430.00
P	Courses, Travel etc	£1,000.00	£484.57
Q	Insurance, Audit, Elections	£3,500.00	£1,784.88
R	Miscellaneous	£2,000.00	£6,727.85
S	Herald Printing	£5,000.00	£2,890.00
T	A Western	£6,000.00	£2,947.50
U	Grass and hedge cutting	£2,000.00	£280.00
V	Other Maintenance	£5,000.00	£2,880.00
W	General tree work inc Candys Field	£1,000.00	£1,390.00
X	Bin emptying	£750.00	£770.83
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	£510.62
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£7,000.00	£7,606.54
AD	Flood equipment and Maintenance	£300.00	£461.40
AE	LFRG expenses	£400.00	£31.95
AF	Gulliford Cemetery	£600.00	£140.00
AG	Burial Ground	£1,000.00	£0.00
AH	Youth Club Building Maintenance	£1,000.00	£174.58
AI	YC Utilities	£1,600.00	£701.80
AJ	Website etc	£500.00	£148.00
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	£4,517.71
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	£9,956.12
	Total	£80,686.00	£61,348.74
	Add VAT		<u>£4,371.38</u>
	Total		£65,720.12

Code	Receipts - Budget Performance 2022-2023		
		Budget	Actual
F	Precept	47,500.00	47,500.00
G	Council Tax support grant	0.00	0.00
H	CIL	0.00	0.00
I	DCC re Candys Field	400.00	0.00
J	Herald Adverts	6,000.00	2,032.00
K	Burial fees	2,000.00	1,687.00
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	670.00
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	4,611.55
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	872.50
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	10,000.00	15,175.00
	Total	75,160.00	72,555.59
	Allocated balances 31st March 2022	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	£3,350.00
	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	3350

#### **22/116.7 Clerk's Action List**

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

#### **22/117 Reports from the Chairman, East Devon District Councillors and Devon County Councillors**

The Chairman read her report:

*On the evening of September 6th, I had the absolute pleasure of attending the Summer Forum for the Exe Estuary Management partnership. The outgoing Chair Jeremy Rawlings*

hosted and then introduced the new chair Ted Draper, who will be stepping into the role from Vice Chair of the Management Partnership.

A range of topics were presented during the evening, including the new Exe Estuary Mural project on the Exe Trail at Sowden End in conjunction with a local artist and Lympstone School. There was also talk of the board walk near Lympstone Manor.

This is badly deteriorating and will be replaced with a new Polymer type material.

This will result in the closing of the Exe trail for cyclists (footpath will remain open) during the winter of 23/24... the diversion will take them up through Courtlands and back around past the NT trail. This is necessary to make it safer to use.

The Wildlife team shared much anticipated excitement with the arrival of the migratory birds, particularly to the wildlife refuges at Dawlish and Exmouth. They spoke of how important the refuges have proved to these birds and their populations.

Their tagging of certain species to check their welfare found an oyster catcher of 33 years... amazing news.

The Forum was an amazing amalgamation showing how groups/ organisations can come together with their knowledge and help manage the Exe. It was a brilliant well-informed evening.

Thank you

District Cllr Jung read his report:

*I know there are changes to the bus services throughout East Devon, but the changes to the bus services may have implications to how we determine growth in the district in the future. Reviewing the changes for "greater" Exeter there seems to be a push for providing a better city, urban network, at a cost to weakening the services elsewhere.*

*As an example, Woodbury's bus service is being cut by 50% and now only going to Exeter or Exmouth. Lympstone bus service is cut so now will only go to Exmouth and back!*

*The service as we know it in the Parish the **56**, will be withdrawn on the 30<sup>th</sup> of Oct. This provided a link from Exmouth to Exeter via Lympstone, Woodbury, Woodbury Salterton, Greendale Airport, Met office a Monday to Saturday hourly service.*

*The only service for Woodbury and Woodbury Salterton will now be the **(Exmouth-Exeter) 58** via Middlemoor, Greendale Business Park, Woodbury Salterton and. Woodbury every two hours Monday to Saturday, Morning and afternoon peak journeys will additionally serve Brixington, which is designed to facilitate commuter flows.*

**The only service for Lympstone will be (Exmouth – Lympstone)**

*Service 96 will operate hourly Monday to Saturday daytime between Exmouth and Lympstone via Bryon Way.*

*The operator Stagecoach do not have the new timetables available yet, but with a drop from hourly to every 2 hours and no connection to the Airport, Science Park and Met office areas (EDDC chosen employment areas) from Exmouth, Lympstone Woodbury or Woodbury Salterton, this will mean public transport provision will require travelling into Exeter and then another bus out again to our employment locations! For Lympstone residents they will need to go to Exmouth and then Exeter and then out again to the employment zone*

*Having said that I do recognise that the present service is not used very much as evident by the number of passengers in recent years. However, rather than improve and provide a service that would encourage people to use public transport, the service has priced itself out of the market for most people and now stopped the service altogether!*

*How can we get people to go green when the transport provision is being trashed? How can we turn this around so that the public transport is working with us rather than against our need to go green?*

District Cllr Ingham reported on the Strategic planning committee meeting. He explained that land for development had been tiered. The call for sites had been keyed 1) First choice, 2) Second choice and 3) Not recommended for development.



All plans would be reviewed by an inspector. Approximately 300 dwellings were proposed for Exmouth with just under 200 being allocated to Lymptstone sites. The favoured area seemed to be the North-East of Exmouth. Lymptstone Parish had four sites identified suitable and would house 197 new developments. This would be a 52% increase in the homes for Lymptstone. He added that Lymptstone had been the first to create its Neighbourhood Plan and Lymptstone had delivered its new development quota. He believed future developments should be allocated in a new settlement altogether. He would be objecting to any plots that would house over 50 developments. District Cllr Ingham did not support the proposed Dinan Way link road, he added that back in 1986 the A376 could not cope with the amount of traffic users so therefore believed the road would cope even less with additional development. He asked all present to encourage members of the public to submit their opinions to EDDC during the public consultation. Preferably one letter per person not household. Cllr Ingham added that the local plan must show a five-year supply plan for providing houses, but developers could supply additional gaps in development.

County Cllr Trail explained that, if passed, DDC, EDDC and ETC would fund 10% of the Dinan Way Link Road. He explained that the development site at Goodmores had no issue with the sewage, it had all been resolved. Footpaths on the site would be implemented as a material change to the plans. Building of new developments had begun. There would be no vehicular access along Marley Road to the site. Cllr Trail explained that DCC and Stagecoach was working hard to keep a bus service, changes had been implemented regarding bus services across Devon not just locally. There were new changes to bus services being implemented from 30<sup>th</sup> Oct and urged anyone who used the bus service to check the online timetables. He recommended that timetables were added to LPCs communication outlets to all Parishioners. Cllr Trail explained that Highways was responsible for any parking issues in the Strand and any correspondence received must be sent to DCC legal department. He highlighted that 'Connect times' update included a poster about libraries being open throughout the winter for people to stay warm. He would be providing the community hub with a locality budget of £500 towards their meals provided in the Parish and offered funding towards the maintenance of Candys Field which must be ringfenced. He would send the Clerk the application forms once available from DCC to apply. Cllr Trail raised the missing boundary stone issue at Goodmores and explained that the contractors had not moved it. He had left messages with a member of the public to physically show him where it should have been and was awaiting a response. He added that both Cllr Scott and he had resolved many flooding, sewage, and speeding issues all before the new budget was announced. He added that there was a deficit at DCC and there would be lots of changes implemented to recover money within provided services. Most funding had been poured in to SEND (Special Educational Needs and Disabilities) services. Cllr Trail explained that he was back in charge of EEMP and would like to present to LPC what the partnership was about. He would like to the PC to contribute in the future to the partnership. He had already set up a subcommittee of user groups and was currently setting up a subcommittee of commercial users. Cllr Trail explained that he had been in touch with Simon Jupp MP about SWW and clean water. He added that fines to water companies were increasing tenfold. There had been eight local pollution incidents in the last five months. Finally, he reminded all members that his preferred method of contact was telephone rather than email.

## **22/118 Presentation and Grant Application from LVHCIO**

Mrs Doreen Murray presented her Powerpoint regarding the future Village Hall approved planning application. (See Appendix 1)

Cllr Atkins asked to see more detailed plans showing the pathways and slope increments. He felt the plan produced was too small to view the project. He added that the previous Chair of the VH had told the PC that funds would not be required from the PC but believed

the PC could allocate the budgeted money set aside this year for the future car park resurfacing. Cllr Atkins explained that the path past the village hall was a permissible path and not a right of way although it did link the car park to the houses behind. Cllr Jung asked if the VH wanted the path to be a public footpath and to consider the responsibility of users. He added that money would be coming from CIL and he knew of other bodies who could help with grant funding. He also explained that consideration would have to be given to lighting along the footpath. Cllr Payne explained that she had recently attended EDDC training on applying for grants and would forward any details of groups who could also help the VH. Cllr Atkins believed further discussion was necessary and a more detailed plan must be provided to the PC for a decision to be made.

#### **22/119 Adopting the telephone box in The Strand**

Cllr Staddon reported that the telephone box in the Strand was available to adopt by the PC. It would £1. BT would remain responsible for the internal phone and its use. The PC would also be given a pot of paint to repaint the box if it was adopted. The PC would need to check if it was listed. Cllr Jung explained that if the telephone was ever removed to ensure the electrics were retained to work the inside light.

Cllr Staddon proposed to adopt the iconic telephone box. Cllr Payne seconded. Unan.

*RESOLVED that the PC would adopt the telephone 'box' and repaint.*

#### **22/120 Boundary Stone and Sign**

Cllr Atkins explained that he was gaining permission to access the site and was awaiting a response for a site visit. The Clerk suggested taking Cllr Trail, Cllr Tyrrell, and Mr Harrison with him.

#### **22/121 Planning applications**

**22/1815/FUL** - Construction of temporary mobile stable and adjoining tack room in west agricultural paddock at 22 Underhill Crescent

The Applicant was present and explained that there had always been a horse in the field who had been stabled down the road. The current users wanted a temporary mobile stable as they did not have the same facilities as the previous user.

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

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

#### **22/122 Planning decisions**

*RESOLVED that the EDDC decisions were noted.*

#### **22/123 Reports of Committees**

##### **Assets and Amenities**

Cllr Atkins explained that he had cut the hedges in Avenue and Cliff field but had not been able to trim part of the hedge in Cliff field due to the chained and locked goal posts stacked in front of the hedge. He felt the kissing gate footway needed crushed stones to level out the footpath. He had also spoken with the homeowner along the Avenue who had complained the leaves were dropping from the trees into his gutter and could the trees be cut back. The Clerk explained she would chase this responsibility up with the NT.

Cllr Staddon explained that if there were soil humps left by the FC that needed removing then LPC would need to write to the FC to action. She felt the hedge in Cliff field needed laying.

The Clerk asked the PC permission to send the letter drafted after the Assets meeting which was agreed to be sent to all users.

**Environment**

Cllr Staddon thanked Cllr Tyrrell for making good and reseeded the area where the Jubilee beacon bonfire had been on Cliff Field.

**Community**

Cllr Payne presented the exciting new project for a community working space in the Hub building using funds from the Youth Club. (See Appendix 2)

The PC fully supported the idea.

**22/124 Items for the next Agenda**

Cllr Francis asked the Clerk to chase EDDC for the relocating of bins in the Parish.

The Clerk asked all Cllrs to consider the notice board under the railway bridge and whether financial support should be sought from the other notice board users.

Play area notice and official opening would be added to the next agenda.

Meeting closed at **9.45pm**

Chairman:

Date:

## 22/128 Clerks report:

**Annual review of the History society grant** – To discuss and agree the annual history society grant.

### APPLICATION FOR A GRANT

<p>Name of organisation:</p> <p><b>LYMPSTONE HISTORY SOCIETY</b></p>
<p>Contact details:</p> <p>Mary Turner, Hon. Secretary, Lympstone History Society, 37 Gibraltar Road, Lympstone EX8 5HZ.</p> <p>Tel: 01395 273027 (answerphone), or email <a href="mailto:lympstonehistorysociety@gmail.com">lympstonehistorysociety@gmail.com</a>.</p>
<p>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.</p> <p>Lympstone History Society maintains the village's historical archives.</p> <p>Since the pandemic our committee has been severely depleted, leaving 5 people to run the organisation. Following our AGM in May, we held a consultation with our members and identified our priorities. We were hoping others would come forward to help, but this did not happen. As a result we can no longer run our usual programme of regular talks and events, and this means that we cannot draw income from this activity in order to meet our rental costs. This was the concern that led us to apply, in 2021, for future support with our yearly archive rental costs, and this was agreed, with an annual review.</p>
<p>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.</p> <p>We currently have over 100 members, and we operate a lifetime membership scheme.</p> <p>We maintain contact with our members through emails and a newsletter. Any events we hold are publicised to our members, and more widely through the Village website, the Lympstone Herald, and posters on our notice board under the railway arch and around the village. We are no longer able to run a regular programme of talks next, as we do not have the capacity to continue. Indeed in October we had to cancel a talk on the morning of the event due to illness, leaving us with insufficient people to run the event. This led to a loss, as the venue hire still had to be paid.</p> <p>We identified our priorities in consultation with our members, and have agreed that the archive is our main priority and focus, since we are guardians of this importance material. We will continue to undertake projects to disseminate some of the archive content, and to build and enhance the archive. We also provide free access to the archive to our members.</p>
<p>Please say what you want the money for and how you know there is a need for your activity.</p> <p>If this is to buy equipment, LPC can buy this and donate it to your Group. This is usually more cost effective.</p> <p>We applied for this ongoing funding support from the Parish Council in October 2021, because we wished to ensure the History Society has sufficient income to keep the archive safe. We also feel that it is right that funds raised from any events we manage to organise should be used for the hire of the venue and to pay any costs incurred. The archive, which belongs to the village as a whole should, we feel, be funded by the Village on an ongoing basis.</p>
<p>If the grant is for a particular project, what is the total cost and where is the balance coming from.</p>

We are asking for the Parish Council to continue to provide us with ongoing annual funding to cover the costs of the housing and insurance of the physical archive and its associated digital record, in order to ensure its preservation for the parish. Current costs are:

- Rental £150 (following our final payment this year of the original refurbishment costs)
- Insurance is currently £186 per year (which also covers our public liability at meetings and our material assets in addition to the archive). We therefore request a contribution of £75 towards this.
- £150 rental + £75 insurance contribution making a total of £225 per annum

Do you have a Constitution? If so, please supply a copy.

YES, attached

Accounts. Please supply a copy of your last set of accounts and give details of your current account balance.

Attached.

Whilst we have a reasonable balance at this time, this is largely due to the fact the the autumn speakers were all local members who did not charge us, enabling us to make a profit. Several individual talks incurred a loss due to lower attendance coupled with higher speaker fees. We need to retain sufficient funding to enable us to progress and launch our projects, two of which are nearing fruition:

- a) the provision of 8 history boards around the village (which will be small boards with QR codes used to link to more detailed content
- b) An updated version of the Lymptone Story

Future projects to preserve and record local history include the oral history project (collecting interviews from some of our lifelong residents). We feel that the funds we generate from any talks and events we put on should be used to build and disseminate the archive for the benefit of the village.

Policies

If your Organisation deals with people, please list the policies you have in place to ensure that they are protected.

Archive protocols and collections policy

GDPR data protection policy and procedures

Health and safety policy

**Notice of conclusion of audit** - Annual Governance & Accountability Return for the year ended 31 March 2021 (if received)

**Finance** - Payments / Financial summary / Budget report

**Payments – October 2022**

03/10/22	3058	P Corcos - LFRG equipment reimbursement	£64.26
03/10/22	3059,60,61	Staff costs	£2,600.39
03/10/22	3062	Cllr Keith Hill - expenses reimbursement	£22.98
03/10/22	3063	SLCC Membership renewal 22-23	£186.00
03/10/22	3064	ALRUG subscription renewal	£5.00
03/10/22	3065	DG Atkins travel reimbursement	£38.35
03/10/22	3066	J Cowe - (Cleaning public toilets Sept 22)	£450.00
03/10/22	3067	A Western - Sept 22	£390.00
04/10/22	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£42.00
17/10/22	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£142.00
17/10/22	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£50.00
17/10/22	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	151.71

31/10/22	DD	Plusnet REF: PNET3453454-1 (YC)	£32.78
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### Receipts – October 2022

03/10/2022	FPI	Herald Advert	15
10/10/2022	500039	Dignity c/o Crew Funeral	415.00
10/10/2022	FPI	Herald Advert	25.00
11/10/2022	500040	R Gegg - ashes	276.00
12/10/2022	FPI	Herald Advert	45.00
13/10/2022	FPI	Herald Advert	45.00
15/10/2022	FPI	Herald Advert	25.00
18/10/2022	FPI	Herald Advert	135.00
18/10/2022	FPI	Herald Advert	25.00
18/10/2022	FPI	Herald Advert	9.00
19/10/2022	FPI	The Globe Inn payment for reusable cups at the Jubilee	471.00
19/10/2022	FPI	The Globe Inn contribution towards the Jubilee	50.00
31/10/2022	DC	Herald Advert	100.00

### Financial Summary – October 2022

<b>Current Account</b>		
Opening balance at 1st April 2022		156,502.80
Receipts		£74,191.59
Total receipts		£230,694.39
less, Payments		£69,895.79
Net balance		£160,798.60
Unpresented cheques		£0.00
Receipts not on statement		£0.00
	Balance at Bank	£160,798.60

### Budget reports – October 2022

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£4,403.14
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,080.00
J	Clerk's Salary	£15,000.00	£15,402.39
K	Clerks Expenses	£900.00	£1,125.92
L	Office expenses	£1,000.00	£605.97
M	Village Hall Hire	£0.00	£900.50
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,000.00	£621.00
P	Courses, Travel etc	£1,000.00	£484.57
Q	Insurance, Audit, Elections	£3,500.00	£1,784.88
R	Miscellaneous	£2,000.00	£6,789.18
S	Herald Printing	£5,000.00	£2,890.00
T	A Western	£6,000.00	£3,337.50
U	Grass and hedge cutting	£2,000.00	£280.00

V	Other Maintenance	£5,000.00	£2,880.00
W	General tree work inc Candys Field	£1,000.00	£1,390.00
X	Bin emptying	£750.00	£770.83
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	£654.74
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£7,000.00	£8,096.44
AD	Flood equipment and Maintenance	£300.00	£514.83
AE	LFRG expenses	£400.00	£31.95
AF	Gulliford Cemetery	£600.00	£140.00
AG	Burial Ground	£1,000.00	£0.00
AH	Youth Club Building Maintenance	£1,000.00	£174.58
AI	YC Utilities	£1,600.00	£915.34
AJ	Website etc	£500.00	£148.00
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	£4,517.71
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	£9,956.12
	Total	£80,686.00	£65,492.45
	Add VAT		<u>£4,403.14</u>
	Total		£69,895.59

Code	Receipts - Budget Performance 2022-2023		
		Budget	Actual
F	Precept	47,500.00	47,500.00
G	Council Tax support grant	0.00	0.00
H	CIL	0.00	0.00
I	DCC re Candys Field	400.00	0.00
J	Herald Adverts	6,000.00	2,456.00
K	Burial fees	2,000.00	2,378.00
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	670.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,500.00	0.00
R	External Grants	1,000.00	15,000.00
S	VAT Refund	5,000.00	4,611.55
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	1,393.50

Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	10,000.00	175.00
	Total	75,160.00	74,191.59
	Allocated balances 31st March 2022	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	£3,350.00
	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	3350

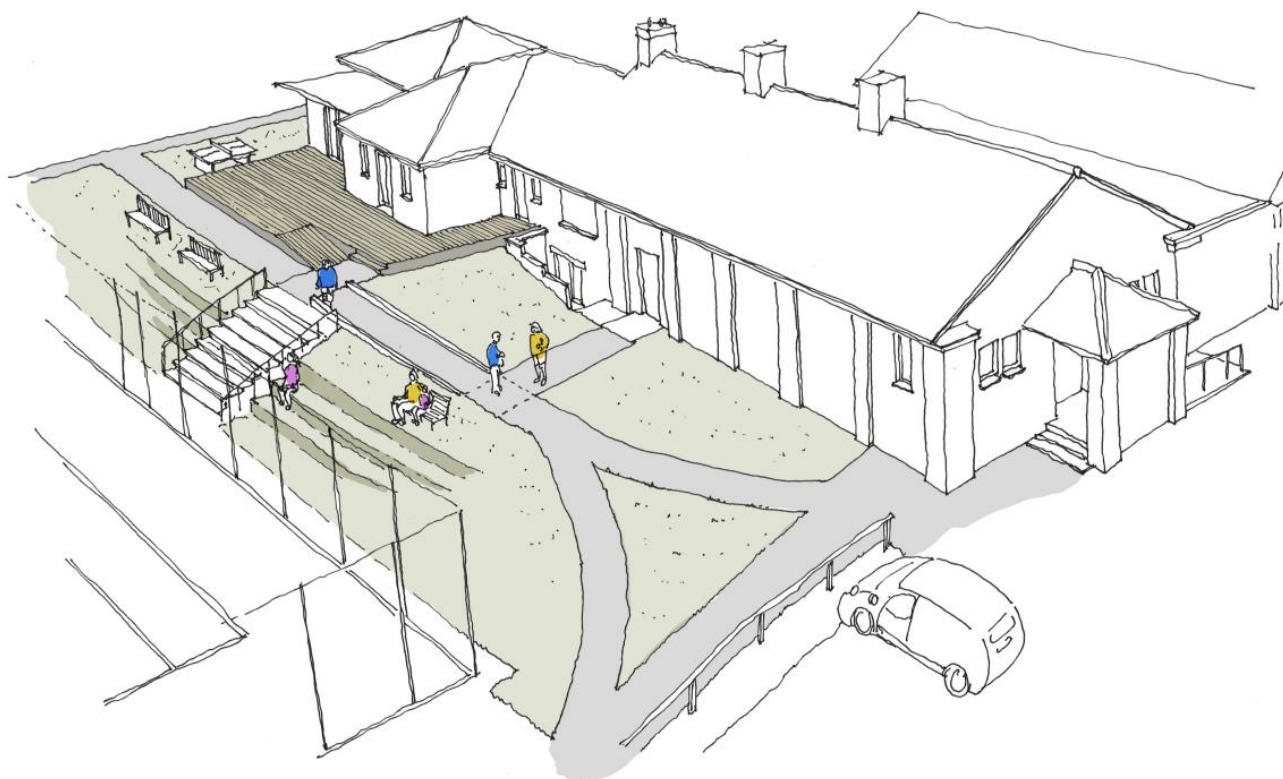
### Clerk's Action List – October 2022

Month and Minute	Response	Date Actioned
Jan – 22/4.7	The Clerk would add DB as a bank signatory	
May 22/64.9	Investigate purchasing a new phone for work use.	
May 22/69	Clerk to chase up another contractor to compare costs for a new notice board.	
Oct 22/116.1	Clerk to update asset register policy and send to website	4/10
Oct 22/116.2	Clerk to write to Eibe and ask if the play area notice can be erected on the fence or would this affect its guarantee.	
Oct 22/116.4	A letter of thanks from the PC would be written and sent to Mr and Mrs Eastley.	5/10
Oct – 22/116.6	A letter of thanks from LPC to RN and RM Charity for the generous funding received.	5/10
Oct – 22/121 Planning Applications	22/1815/FUL – Construction of temporary mobile stable and adjoining tack room in west agricultural paddock at 22 Underhill Crescent <i>Recommendation: Support</i>	4/10 Clerk send the recommendations from LPC to EDDC.
Oct – 22/123	Assets and amenities - Chase up responsibility of trees along the Avenue with NT	27/10
Oct – 22/123	Assets and amenities – Clerk to send all users of Candys and Cliff fields the letter from LPC.	11/10, 18/10
Oct 22/124	Clerk to chase up bin relocation with EDDC	28/10
Additional actions:		
Playpark refurbishment and correspondence – ongoing		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
Grant info chase up for play area – ongoing with EDDC		
PC meeting		3/10
Minutes and send planning recommendations to EDDC		4,6/10
Herald report		5/10
Meet with S Johnson, Structural engineer at play area		13/10
Meet with VG from SWW, LS, DGA, DT and JB		18/10
Minutes		19/10



Planning responses to EDDC	19/10
LPC budget 23/24	27,28, 31/10
GJC meeting CANCELLED 14/9 and postponed Minutes	15/11
Meet with DY, MT, SF re: The website	17/11

## 22/129 LVHCIO planning application



## 22/136 Planning decisions

Date	Planning Application	LPC	EDDC
27/7/22 expires 19/8/22	22/1540/FUL - Construction of home office at 13 Charles Court	5/8 Support	11/10 APPROVED
30/8 expires 22/9	22/1901/FUL - Construction of a garden storage building. Planning Application Land Adjoining Town Dairy Church Road	7/9 Support	11/10 APPROVED
13/9/22 expires 6/10/22	22/1815/FUL - Construction of temporary mobile stable and adjoining tack room in west agricultural paddock at 22 Underhill Crescent	4/10 Support	27/10 APPROVED
30/6/22 expires 29/7/22	22/1424/TCA - 2 x trees as per attached photo: prune back any lateral limbs extending over car park by 3 metres at Village Station.	5/7 Support	1/11 APPROVED