

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN  
THE VILLAGE HALL AT 7.30PM ON MONDAY 6<sup>TH</sup> FEBRUARY 2023.**

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

**Public session**

Cllr Staddon explained that as the Chairman was absent from the meeting she would, as Vice Chair, be acting Chairman. She proposed Cllr Atkins to be acting Vice Chair for the meeting. Unan.

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

The Chairman invited members of the public to speak. One resident asked to speak at item 23/4.2 which was granted.

**23/1 Apologies**

Cllr Linfoot, District Cllr Ingham and County Cllr Scott due to other commitments. Cllr Payne proposed to approve the apologies. Cllr Hill seconded. Unan.

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

**23/2 Minutes**

Cllr Atkins felt that in view of Januarys PC meeting minutes regarding the cap on Parish Councils precept and the fact that he had not been aware of the rule that there was no cap, he could not propose the minutes. District Cllr Jung explained that there was no cap on setting Parish Councils precept.

Cllr Staddon proposed the minutes of the PC meeting held on the 9<sup>th</sup> January were accurate Cllr Hill seconded. Unan. Cllr Atkins abstained.

Cllr Atkins proposed the minutes of the PC Part B meeting held on the 17<sup>th</sup> January were accurate. Cllr Staddon seconded. Unan.

*RESOLVED that the minutes of the PC meeting held on the 9<sup>th</sup> January and the PC Part B meeting held on the 17<sup>th</sup> January be confirmed as a correct record and signed by the Chairman.*

**23/3 To receive any Declarations of Interest**

Cllr Lewis declared a personal interest with Planning application 23/0145/FUL. This was recorded in the book.

**23/4 Clerk's Report:**

**23/4.1 Burial Ground, Cllr expenses, Discipline, Email usage, FOI and publication, Training and development Policies**

The Clerk presented the reviewed policies, previously circulated for approval.

Cllr Atkins proposed to approve the reviewed policies. Cllr Lewis seconded. Unan.

*RESOLVED that the reviewed Burial Ground, Cllr expenses, Discipline, Email usage, FOI and publication, Training and development Policies were approved.*

#### **23/4.2 Correspondence received.**

The Clerk paraphrased to all present the email and letter received regarding the parking difficulties for residents along Church Road. (See Appendix 1). Cllr Hill felt that there was a public car park in the centre of the village for residents to use. Cllr Beatty felt the residents should be able to use the Village Hall car park. Cllr Staddon asked County Cllr Trail if removing double yellow lines along parts of Church Road could be considered. County Cllr Trail explained that lines would only be removed if there was a pressing safety issue, it would take two years to implement and this road was not highlighted as a concern. A resident spoke to explain that the yellow lines were added along Church Road in 2017. At that time the PC had ensured residents could park in the VH car park instead. He felt that the VHCIO now had stopped residents parking and now there was nowhere to park. He understood that both the Hub and Pre-school had also been written to by the VHCIO about not parking in the car park. There were yellow lines along school hill to originally ensure emergency vehicles could pass safely but the hill was wide enough at the top for cars to park and emergency vehicles to pass. He suggested a working party was created with the affected residents, PC, EDDC and DCC Cllrs to resolve this issue. He felt the parked cars along the road was a natural traffic calming scheme but now there was nothing to slow the traffic along the Highway. Fifteen parking spaces had been lost due to the double yellow lines and felt the following could alleviate the issue:

1. On School Hill, at the top, the road is far wider than at the bottom; it seems quite feasible to reinstate at least 2 spaces there. This would not hinder emergency vehicle access.
2. Church splay - this could be extended on the other side of the Church gate to provide at least 2 spaces
3. Outside Charles Court - it would seem at least 3-4 spaces could be reinstated here as the hedge and fence have been removed and there are now good sight lines at the entrance to Charles Court. The reasoning for installing the yellow lines here in 2017 has now been mitigated as there is now a footpath inside Charles Court requiring no one to need to walk on the road.

The resident added that the new development had added pressure to the parking problem. The developers should have considered parking for residents. He asked the process for removing yellow lines. Cllr Trail explained that an application to DCC Highways should be submitted in agreement with the PC. A Highways officer would then visit and review.

Cllr Staddon felt the VHCIO should be spoken to in the first instance to discuss the issue further and help resolve the situation. Another resident added that if the VH could offer a resident parking scheme, she would be happy to make a financial contribution. Cllr Atkins proposed to meet with the Chair of the VHCIO to discuss the parking and find a resolution for local residents to park. Cllr Lewis seconded. Unan.

*RESOLVED that Cllr Atkins and Cllr Hill would meet the Chair of the VHCIO to discuss the car parking.*

Cllr Staddon asked if the Church car park could be used by residents. Cllr Hill explained that a specific reason for the gifting of the land was car parking for Church users only.

Cllr Payne proposed that representatives of the PC, Cllr Trail, Mr Stratford (Getting Around Group) and select residents arranged to meet to view the Highway. Cllr Lewis seconded. Unan. Cllr Trail added that he would be prepared to attend as an observer.

*RESOLVED that the Clerk would arrange a meeting for all to assess Church Road and view the issues.*

#### **23/4.3 PC and APM May meeting date.**

The Clerk explained that due to Parish Council elections due on 4<sup>th</sup> May, the first PC meeting of the municipal year and Annual Parish Meeting (APM) must be held between 10<sup>th</sup> – 25<sup>th</sup> May. The meeting room of the VH was unavailable on a Monday during this time. Cllr Atkins proposed the meetings were arranged for a Tues, Wed or Thurs evening instead during this time. Cllr Hill seconded. Unan.

*RESOLVED that the Clerk would find room availability for the following dates at 7pm in the VH: 10<sup>th</sup>, 11<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup>, 23<sup>rd</sup>, 24<sup>th</sup> May 2023.*

#### **23/4.4 Staff Appraisal**

Cllr Staddon proposed to approve the staff appraisal in respect of DALC recommendations. Cllr Lewis seconded. Cllrs Hill, Payne, Moffatt and Francis supported. Cllr Atkins objected, and Cllr Beatty abstained.

*RESOLVED that the Clerks appraisal was approved.*

#### **23/4.5 Finance**

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 – January 2023**

04/01/23	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£88.00
04/01/23	DD	Plusnet REF: PNET3453454-1 (YC)	£34.81
05/01/23	3095	Cllr expenses	£147.75
05/01/23	3096	Optima Graphics Topsham Ltd Inv: 27165 and 27176	£617.00
05/01/23	3097	Cllr expenses	5.00
05/01/23	3098	D Murray - Living In Lymestone event	£147.45
05/01/23	3099- 101	Staff costs	£2,391.30
05/01/23	3102	J Cowe - cleaning public toilets Dec 22	£465.00
05/01/23	3103	J Morrish - Inv: 89,90,91	£2,220.00
05/01/23	3104	LVHCIO - Inv: INV-0599 (Community Hub community meals)	£60.00
05/01/23	3105	Exmouth District and Community Transport	£332.94
05/01/23	3106	Michael Clarke Ltd - Mens Toilets Inv No: SI-6280	£129.30
16/01/23	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£33.00
16/01/23	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£19.00
17/01/23	3107	Shift - It INV-17050	£120.00
17/01/23	2108	CANCELLED	
17/01/23	3109	LVHCIO INV-0607 (LPC Part B meet)	£16.00
17/01/23	3110	Eibe play area refurbishment Inv no: 90123515 (outstanding payment)	£10,526.47

17/01/23	3111	Garden Club grant awarded	£330.90
17/01/23	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£143.98
23/01/23	3112	McVeigh Parker & Co Ltd In: 742016 (New gate &post @Avenue Field)	£560.33
30/01/23	DD	Plusnet REF: PNET3453454-1 (YC)	£41.75

### Receipts – January 2023

05/01/2023	FPI	Herald Advert	70.00
09/01/2023	FPI	Stripe Payment - Hub desk	9.30
12/01/2023	FPI	Herald Advert	100.00
16/01/2023	FPI	Stripe Payment - Hub desk	9.30
17/01/2023	FPI	Herald Advert	7.00
18/01/2023	DC	DEVONCC 4919199 (Candys field maintenance)	500.00
19/01/2023	FPI	Herald Advert	25.00
20/01/2023	500041	Herald Advert	135.00
20/01/2023	500041	R Gegg (Molly Tyrrell burial fee)	415.00
23/01/2023	DC	Herald Advert	100.00
27/01/2023	SO	Herald Advert	25.00

### Financial Summary – January 2023

Current Account		
Opening balance at 1st April 2022		156,502.80
Receipts		£122,380.85
Total receipts		£278,883.65
less, Payments		£195,422.61
Net balance		£83,461.04
Unpresented cheques		£0.00
Receipts not on statement		£0.00
	Balance at Bank	£83,461.04

### Budget reports – January 2023

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£21,737.53
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£1,743.84
J	Clerk's Salary	£15,000.00	£22,139.64
K	Clerks Expenses	£900.00	£1,265.41
L	Office expenses	£1,000.00	£911.97
M	Village Hall Hire	£0.00	£1,187.00
N	Chairman's Allowance	£200.00	£200.00
O	Subs	£1,000.00	£621.00
P	Courses, Travel etc	£1,000.00	£484.57
Q	Insurance, Audit, Elections	£3,500.00	£2,184.88
R	Miscellaneous	£2,000.00	£7,166.93
S	Herald Printing	£5,000.00	£5,304.00

T	A Western	£6,000.00	£3,898.00
U	Grass and hedge cutting	£2,000.00	£1,550.00
V	Other Maintenance	£5,000.00	£3,846.94
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	£1,070.13
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£7,000.00	£10,217.58
AD	Flood equipment and Maintenance	£300.00	£514.83
AE	LFRG expenses	£400.00	£147.60
AF	Gulliford Cemetery	£600.00	£330.00
AG	Burial Ground	£1,000.00	£1,000.00
AH	Youth Club Building Maintenance	£1,000.00	£1,134.72
AI	YC Utilities	£1,600.00	£1,300.41
AJ	Website etc	£500.00	£183.00
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	£4,533.46
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
AT	FLOS Playarea refurbishment	0.00	£88,632.32
	Total	£85,686.00	£173,685.18
	Add VAT		<u>£21,737.53</u>
	Total		£195,422.71

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	4,025.00
K	Burial fees	2,000.00	2,793.00
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	17,490.00
S	VAT Refund	5,000.00	4,611.55
T	Youth Club	1,500.00	23.05
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	43,867.21
	Total	75,160.00	122,380.85
	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	845.14
	Public Conveniences	5000	£3,350.00
	Play area	20,000	20,000
	Emergency funding	5000	0
	Field maintenance eg fences, ground repairs	10000	0
	Building funding re Community Purchase	10000	0
	Total allocated balances	67500	24195.14

#### 23/4.6 Clerk's Action List

Cllr Beatty asked the Clerk for an update on the notice boards under the railway arch. The Clerk explained that she had sent photos of the area to the contractor, agreed a specification and was awaiting a quote for fixtures and fitting. She asked Cllr Atkins for a Church contact to discuss their large notice board.

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

#### 23/5 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

District Cllr Jung read his report:

**Local Plan** - Now that the Consultation for the East Devon Local plan has been completed, I would like to thank the Parish Councillors and residents who provided all the feedback. Now the officers are busy analysing the responses and obviously this is going to take time. It really didn't help almost 2 thirds through the consultation the Government announced the removal of the required housing numbers, which were the figures that this Local Plan and everyone else's local plan is based on! The problem is that now the Government has no policy on Housing Numbers, but says it's being "considered" by a long questionnaire sent out prior to the New Year. The next Strategic Plan meeting at East Devon will discuss the proposals and will respond to this Questionnaire. Until the Government provide local authorities with the new policies no local authority can move on with their plans! So, it's a review of the Local Plan consultation and then see how it dovetails into the New Government Policies once they have been approved.

**New Developments** - However, remember that last year EDDC could not demonstrate a 5-year land supply for new dwellings and therefore developers had almost a free hand in bringing forward planning proposals, and depending how one reads the legal

*definition this could stand, so it's likely some large planning applications will come through over the next year.*

**Dinan Way** - *Since the last Parish meeting the funding for Dinan Way has come through. This will substantially change the area, some benefits, and some negatives. How it's going to change our already busy roads is unknown but I would suggest that we immediately put vehicle counters in to understand the before and after effects of this new road. It will also affect the surface water run off that flows into Lympstone and I'm pleased to hear that the Lympstone flood group will now be reviewing this. It could be that the road and its associated drainage will help reduce flooding in the area, or maybe with some rethinking alternative solutions it could reduce flooding substantially in the area.*

**Yonder Wood** - *On the subject of flooding, I enjoyed a day out planting trees at the new Woodland on Sunday, which straddles the Wootton Brook. The work the Woodland Trust is doing will help reduce surface water flooding and they will be creating weepy dams that will help reduce flooding downstream further.*

*So, it's a delay to the local plan, it's all systems go for Dinan Way and a new Green friendly Woodland on your doorstep.*

Cllr Atkins asked about the levelling up fund. He had heard different amounts had been awarded from £15-£17.5million and added that as there were so many large projects to complete with the funding allocated, how would this money provide for all of them.

County Cllr Trail explained that in reference to the Dinan Way link road, the funding had been agreed and plans would go forward and must be approved. Once approved the details would be published for members of the public. He added that the existing Dinan Way traffic speed is currently being monitored. He informed all present that the District Cllrs locality budget had granted £4,000 towards a sensory room at Lympstone Primary School and asked the PC to consider match funding. Cllr Payne explained that as the PC could not support education services, she had approached the Naval fund for an external grant for the school. Cllr Trail went on to explain that the development at Goodmores site was progressing well. He had ensured the roads adjacent were kept clean and tidy. He apologised for SWW error on the Salterton Road and the Pines Ridge burst water main had been fixed. He added that there was a constant pothole repair work in progress and the work force had been doubled to action this. 2,000 of the potholes had been fixed out of the 3,000 reported. He made everyone aware that the road gritters were the same team who repaired the potholes. A resident asked Cllr Trail what the time limit for the design of the Dinan Way extension was and who was designing the new road. She was concerned of the surface water. Cllr Trail explained he would update as and when he knew. He asked all present to contact him directly with individual queries. Cllr Atkins explained that he knew the location of the drainage across the land.

The Chairman read her report:

*On the 23<sup>rd</sup> January, the community Hub had their second meeting with regards to preparations for the Kings Coronation on May 6th. We are now well on the way, to agreeing with 3 local bands to play, we have secured 4 marquees from CTCRM with thanks from Major Latham. We also have Cllr Sctt to thank for arranging 3 portaloos for free, brilliant. We are hoping a local pub will do the bar on the day, we're just finalising that. The general format of the day is: Picnic early afternoon, followed by Lympstone band and hopefully the School Choir, moving on to early evening with a couple more local bands. During this time, Jenny Moon will be carrying out 2 family laughter/yoga sessions, the PTFA will have some children's activities and LFC will have football games as well. The Sailing Club have offered use of their marquees, which is really kind. We're hoping the Tennis Club will also have some activities on.*

*The day will wind down at Sundown [about 9pm] in the hope we can pack up and let revellers move to the local hostelrys in the village. This is destined to be truly fun filled family day on a local scale.*

She added that the Exe Estuary forum was being held on Tuesday 7<sup>th</sup> Feb and there would be two representatives from the PC attending. She would report back to the PC any updates from the meeting.

**23/6 Lympstone Flood Resilience Group (LFRG)**

Mr Alan Burton, Mr John Brewer and Miss H Dimond of LFRG were present. Mr Alan Burton reported an update and vision of the group (See Appendix 2). The Chairman thanked the group for all their continued hard work. Cllr Jung highly commended the group for their work, grants awarded, and initiatives implemented. He added that LFRG was a role model to all.

**23/7 Hedge behind the Youth Club**

Cllr Lewis reported that it was too late in the season to complete any hedge work. He felt the hedge required a long-term plan. Cllr Atkins added that there was restrictions on the hedge that needed to be adhered to. Cllr Lewis added that a wholistic approach to the hedge was necessary and Candys Field in its entirety. He felt a management plan of Candys Field with advice on the vegetation was necessary. Cllr Staddon proposed that Cllr Lewis put together a management plan of Candys Field. Cllr Hill seconded. Unan.

*RESOLVED that Cllr Lewis would write and present a management plan for Candys Field.*

**23/8 Avenue Trees Contractor**

Cllr Lewis circulated the two quotes for work to the trees along the Avenue. He was waiting for one more quote. The Clerk reminded all present that she was still waiting for the National Trust legal team to answer the PCs queries about the Avenue and trees. Cllr Staddon proposed the minimum work of Option 1 from Dartmoor Tree surgeons of £235 to be accepted and completed by the end of February. Cllr Payne seconded. Cllrs Hill, Lewis, Moffatt supported. Cllrs Beatty, Francis and Atkins objected.

*RESOLVED that Option 1 of Dartmoor Tree Surgeons quote would be accepted.*

**23/9 Methodist Hall**

Cllr Atkins read his statement:

*Ladies and gentlemen,*

*As Chair of the Assets and Amenities committee of the Parish Council, I have to report as follows (by way of a statement,) that under the rules pertaining thereto require a statement to be delivered to the public if anyone are waiting close of a Part B meeting, such as the one held on 17<sup>th</sup> January.*

*As most people are aware, the Parish Council agreed back in 2018 that due to the closure for religious usage by the Methodist supporters, the Hall/Chapel would be sold in due course.*

*It was registered as a community asset at that time which the Parish Council agreed. (By Cllr Atkins in conjunction with the Officer at EDDC, Nick Wright).*

*This gave the PC a six month period to raise funds and enquire about loans/donations etc, with particular reference to the public works loans board. Included in the legislation is that a community asset carries a definition with it, that of protection from any change of use until, in this case, 2026. Earlier Cllr Atkins had established that the trustees of the Methodist Organisation on advice of one of their numbers (an advisor in property disposal) did not accept the offer by the Parish Council as advised to it by the Friends group to place an offer.*



*When in late Autumn 2022 it was noted that a sale via sealed tenders was to be the way forward, the whole matter was further considered by the friends and the Parish Council. The outcome eventually agreed by the Parish Council at its Part B meeting held on 17<sup>th</sup> January 2023 that a tender would not be forthcoming but the Parish Clerk would send an email to the selling agents reinstating the offer previously made by the PC. The friend's secretary, Miss H Dimond did likewise.*

*From a positive viewpoint the Friends group had, after public notice; the need for donations, loans etc from 81 persons out of 125 respondents to the public, three open meetings and a leaflet drop. I considered this to be a very low response.*

*One must note that the PC had allowed £10,000 to be earmarked towards the purchase.*

*I now must report that the tenders were closed on Friday 20<sup>th</sup> January and a verbal update follows.*

Cllr Atkins then updated all present with the following email received from Hall & Scott 6<sup>th</sup> Feb 2023:

*As a result of the tender process our clients have a preferred bidder and the sale should complete shortly.*

A member of the public asked for a statement to be released and published to update residents. Unan.

*RESOLVED that a public statement regarding the Methodist Hall would be published by the PC.*

## **23/10 Planning applications**

**23/0109/FUL** - Proposed 2 storey side extension, single storey rear extension, new porch at Kuni Kirei.

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

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

**23/0145/FUL** - To construct a new dormer window above the garage on the rear side, and construct a single storey, ground floor rear extension behind the garage at 3 Withalls Gardens.

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

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

**23/0194/VAR** - Variation of condition no. 2 (approved drawing conversion of first floor storage holiday flat with amended ground floor access (22/0565/FUL, 22/0599/LBC) to be replaced with submitted plans at Strand House.

Cllr Staddon proposed to support the application. Cllr Lewis seconded. Cllrs Hill, Payne, Moffatt, Beatty and Francis supported. Cllr Atkins objected.

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

## **23/11 Planning decisions**

*RESOLVED that the EDDC decisions were noted.*

## **23/12 Reports of Committees**

### **Assets and Amenities**

Cllr Atkins explained that he was meeting a DCC Officer to discuss the Rag safety issues further and would report the findings back to the PC.

### **Environment committee**

Cllr Beatty raised the public footpath at the top of Church Path and felt DCC should repair. The Clerk explained that it was a planning condition that the owners of the land did the work. She would chase this issue up with District Cllr Jung.

### **Planning and transport**

Cllr Francis explained that meetings were being arranged with landowners of proposed areas for development (GH/ED/72 and GH/ED/73). This would be an information sourcing exercise and all details would be reported back to full council.

### **Community**

The Clerk presented the design received of the Coronation Mug for the children in the Parish. She explained that Cllr Linfoot was chasing up additional designs. The mugs were all within the allocated budget previously agreed. The feedback from all members of the PC of the design viewed were positive. Cllr Staddon proposed to accept the current design presented. Cllr Payne seconded. Unan.

*RESOLVED that the mug design viewed was agreed for the Kings coronation.*

Cllr Payne reported that The Hub working group had met and allocated dates on the 10<sup>th</sup> and 12<sup>th</sup> March for select user groups, the school, pre-school and immediate neighbours to consult with and view the plans of a potential new build and feedback. The consultation sessions would then be opened for all residents to attend. Cllr Payne would report the findings back to the PC in April.

## **23/13 Items for the next Agenda**

None.

Meeting closed at **9.34pm**

Chairman:

Date:

## **Appendix 1**

### **Correspondence received:**

18/1/23

Miss Lucy Tyrrell  
Clerk to the Council

Dear Miss Tyrrell,

I would be grateful if you could pass the following email on to the Parish Council as I would like to raise this issue for consideration by the Council at February's Parish Council meeting.

Dear Chairman,

I have received a letter dated 8th January 2023 from Lympstone Village Hall CIO (Miles Freeman) advising that I am no longer allowed to park my car in the Village Hall car park. This came as quite a shock and I give below a brief background to the issue.

I have been a local resident of Lympstone for the past 29 years and reside in a listed building in the conservation area of Lympstone just along from the bottom of School Hill. My house has no parking and the road outside has double yellow lines. When we initially moved to Lympstone we parked our car on School Hill, but eventually for sound Health and Safety reasons it was decided that School Hill should have double yellow lines as access to either the School or Village Hall was very narrow should an emergency vehicle be needed for either. We approached one of the Parish Councillors at the time who gave us authority to park our car in the Village Hall car park, but of course on the understanding that if there were any events taking place that required full use of the car park then perhaps we could temporarily move it elsewhere. So, since School Hill became unavailable for parking we have parked our car for years in the Village Hall car park.

Since Lympstone Village Hall went over to being administered by a Management Committee I have reacted to any notice-boards placed at the entrance to the Car Park advising of a planned event and moved my car accordingly to somewhere else. The 'somewhere else' is extremely difficult as there are about three car spaces available in front of the Church (other than double yellow lines) and they fill up very quickly and during weekdays the small School car park is out of bounds, so that leaves no alternative parking other than driving my car to one of the surrounding residential roads and leaving my car outside someone else's property which in itself brings problems. All the years that I have parked in the Village Hall car park there has been more than enough spaces, with many empty bays during a normal day. I am really at a loss to understand why this decision has been made. In the letter I received from LVHMC it is mentioned that the parking situation has been monitored since the Summer of 2022 and that "for the benefit of hirers we must restrict use of the car park to people attending an event at the Hall and we can no longer accommodate other vehicles." This decision was apparently brought about because LVHMC had received complaints from hirers that there was insufficient parking available. Surely that also depends on how many cars attend an event and if the numbers exceed the number of parking bays? Whilst, as I stated earlier, this is understandable for a large event such as weddings, theatre evening etc., for the most part the organisations that are using the Hall do not need the entire car park capacity as can be witnessed most days of the week. How will this be policed going forward as it will be impossible to know which car owners are attending events at the Hall, who may have parked there to visit friends and relatives or who may be attending to business elsewhere. I thought the very essence of village life was to work in harmony together and, wherever possible, to reach an agreeable compromise which, up until now, has worked perfectly well. Of course the car park gets extremely busy when parents drop off and collect their children to and from school, but by the same token they are not attending a function at the Hall and, as we all know, due to their own personal circumstances can be waiting in the car at the close of school often for some considerable time.

Some of my immediate neighbours are fortunate in having parking, but there are two others that from time to time park in the Village Hall car park if they are not able to park in front of the Church, so the numbers are not great when looked at overall.

We are all acutely aware of the parking difficulties within Lympstone but intransigence from LVHMC to adopt a solution that is helpful to all, especially those that reside in the village and genuinely are placed in a very stressful position regarding parking could be made so much easier. I am a household of two, one who is disabled and has a 'Blue Badge', certainly not uncommon in our village I am sure.

In summing up, I would ask the Parish Council to clarify the use of the Village Hall Car Park for those with a legitimate need.

Yours faithfully,

Carol Scott

**FAO Lucy Tyrrell, Clerk to Lympstone Parish Council**

Please could you circulate this to members of the council, thank you.

**Speeding traffic on Church Road, local residents parking and LVH letters to neighbours withdrawing permission to park in VH car park**

I wish to support the concerns raised to the PC by my neighbour Carol Scott regarding LVH removal of the facility for immediate local residents to park in the Village Hall car park.

I would kindly ask for the councils assistance to help resolve these severe local parking issues as a consequence and advise on procedures for reinstating some of the on street parking removed in 2017; some of the reasons for removing parking would seem no longer valid and increased traffic speed is causing danger to animals and the general public. In addition, because there is no visitor parking provided at the large development at Charles Court, pressure on available spaces on the Church splay has only increased.

**Summary**

In 2017 approximately 15 available on road parking spaces on School Hill and on the bend outside the Nursery were yellow lined. At the time, recognising the difficulties local neighbours would face, the PC gave permission to immediate local neighbours to use the VH car park when parking on the Church splay was full. LVH have now written to local residents advising they can no longer use the car park.

I understand LVH have also written to the Youth Club and the Pre-school. It is unclear if they have written to the Church also. It seems from preliminary discussions it is unlikely the VH will relent, though I am pursuing discussion with them.

As such I would kindly request the PC to assist its affected parishioners to request DCC to re-instate at least some of the 15 on street parking spaces that were removed at the request of the council in 2017. In order to be proactive I believe there are 3 options that could provide some spaces :

1. On School Hill, at the top, the road is far wider than at the bottom; it seems quite feasible to reinstate at least 2 spaces there. This would not hinder emergency vehicle access.
2. Church splay - this could be extended on the other side of the Church gate to provide at least 2 spaces
3. Outside Charles Court - it would seem at least 3-4 spaces could be reinstated here as the hedge and fence have been removed and there are now good sight lines at the entrance to Charles Court. The reasoning for installing the yellow lines here in 2017 has now been mitigated as there is now a footpath inside Charles Court requiring no one to need to walk on the road.

Both 2 and 3 above would also act as natural traffic calming, all would need checking with DCC; as the council will be aware, the speed of traffic around the bend at Charles court and in front of the Church has increased markedly since 2017 as the natural traffic calming of parked cars either side of the Nursery entrance is no longer there.

Speed of traffic is increasingly of concern and last week I had to sadly personally deal with a cat that had been killed adjacent to the war memorial, presumably having been clipped by a speeding car.

I would ask advice from the council on how to proceed and would request a site meeting with the council (or members thereof assigned to look into the matter) together with district and county councillors (who I understand are responsible for roads issues?) To try to find a solution.

### **Background**

I live at the bottom of school hill and in common with 6 (+) other residents in the cottages on the west side of the Nursery, including mine, we have no private off road parking.

I first moved to Lympstone in 1993 and at that time and until 2017, adequate street parking was available on School Hill, on the Church splay or on the bend where the Nursery entrance was, now Charles Court. There were up to 20 spaces available, about 11 on School Hill, 4 in front of the Church and 5 around the Nursery entrance (used by residents on the East side of the Nursery generally). At times when street parking was not available, local residents always had tacit permission from the VH to park there and I, together with other neighbours, have been doing so since 1993 when a space on the road was not available.

As per my neighbour Carol Scott who has written to the PC, whenever the VH advise there is a large function, local residents have always moved their cars, if parked in the car park, in co-operation. This has worked very well it seems until now. I would also note that there were rarely ever more than 2 or possibly 3 neighbours using this facility when a space on the church splay was not available.

In 2015, the PC wrote to DCC roads department and asked for yellow lining of School Hill and at the entrance to the Nursery where residents of Church Road on the East side of the Nursery generally parked, who also number about 5 cottages without parking.

The reasoning to remove parking on School Hill was to ensure emergency vehicle access on the narrow part and around the Nursery entrance to avoid mothers and children having to negotiate parked cars on a bend.

Yellow lines were installed at these locations in September 2017 and since then traffic has sped up significantly because the natural traffic calming of parked cars outside the Nursery has been removed.

In addition, there is now even more pressure on local parking as the new development at Charles Court provides no visitor parking, so visitors are now using the church splay too (or presumably the VH too).

The PC at the time recognised the problems that local residents would face and residents were given permission by the then PC they to park in the Village Hall car park. That facility allowed 2 or 3 local residents from the 6 households to park there when there has not been space on the 3/4 bay splay in front of the Church. This has seemingly worked perfectly well until now.

That permission has been arbitrarily removed by the now LVH management committee without any notice and without any detailed justification other than that complaints have been received by LVH regarding parking availability from hirers. No details regarding the complaints or frequency thereof have been provided, LVH have just said they have been monitoring use.

I am also unclear where the lines of ownership of the VH car park are between the VH and the PC. Do the Council have a detailed plan showing ownership etc? Or is the whole car park including the car park used by the school all owned by the VH etc?

I do hope the PC can assist in resolving matters as it is causing severe worry and inconvenience to several elderly neighbours and residents of this part of the village.

Yours faithfully

Nick Harries

## **Appendix 2**

Chairman, Councillors, Ladies and Gentlemen

First of all, thank you for your continued support us and for this opportunity to update you on the work of the Lympstone Flood Resilience Group, the LFRG. I'm Alan Burton and I'm supported here today by group members Helen Dimond and John Brewer, our fourth member Philip Corcos is away at present.

Our purpose today is firstly to outline the activities and recent achievements of the group then lead into more detail and findings from the strategic work that we have been engaged in for the last three years

Later this year we plan to present our work in much greater detail to Councillors and the wider community.

I'm going to present the four areas of our work and achievements and then return to the first of these to explore it in more detail.

The four are –

**Resilience and Flood Risk**  
**Preparing for Flooding**  
**Responding to Flood Risk and Flooding**  
**Recovery from Flooding and an initiative named DRIP**

### **Resilience and Flood Risk**

This is our strategic work and is undertaken by the Group with partners, primarily The Environment Agency and Devon County Council but including South West Water and East Devon District Council.

The objective is to better understand the flood risk to the Village and Parish and in some measure quantify it.

This has largely been done by establishing a baseline of our current conditions by collecting data and experiences from the community and creating a catchment computer model simulation. We have then used that model to understand the flood risk, from adverse conditions and future trends.

The impact of heavier more localised rainfall, more extreme storm conditions, higher tides and changing climate have been analysed.

Extensive studies of the catchment have evaluated ways of reducing flood risk by land management through Natural Flood Measures such as greater planting, restoring hedge banks and in-river interventions etc.

A great deal has been learned in this area and I will return to it in more detail later.

### **Preparing for Flooding**

This is planning our operational response and falls into four discrete areas -

Identifying vulnerabilities  
Securing resources and equipment  
Training  
Evolving a Flood Response Plan

The vulnerabilities are identified by experience, and observation of known pooling and flooding areas and from the more strategic work which has demonstrated where waters will flow in more extreme events than those we experience annually.

Having identified the vulnerabilities, it enables planning of resources and equipment to respond.

We currently have 24 active Wardens in teams who undertake regular scheduled clearance of gullies, with a range of equipment and PPE, which has been funded from a variety of sources and supported by the Parish Council.

We monitor the condition of The Brook, which is also reviewed by the Environment Agency. On the Estuary, again in conjunction with the Environment Agency the team regularly check the serviceability of the assets and floodgates

We identify upgrades and improvements, and over ten major enhancements to the flood gates have taken place over the last 17 years

In recent years the supply of tools, equipment, sand and sandbags in our three First Response Stores has been significantly enhanced and now includes a pump. We are also now equipped with five 2 way radios to improve communication during response activity.

The level of Warden training has increased and is now more formalised and is actively provided by The Environment Agency. We organise regular desktop and physical Warden exercises.

We are working to develop a detailed Flood Response Plan describing the likely impact of any serious flood event which will contain necessary actions for the Wardens and deployment of their equipment.

It is to be understood that such a severe event will necessitate external support from the Environment Agency and emergency services, our role in that case will be to provide first response from our own resources.

In less severe events such as occur most years we aim to continue to be self-sufficient, and respond in number and action according to the more localised issues.

### **Responding to Flood Risk and Flooding**

Conditions constituting a threat are monitored by LFRG using data from the Flood Forecasting Centre, and weather forecasts from five different meteorological providers. Flood alerts and warnings are also evaluated.

In threatened severe conditions an active dialogue takes place with the EA's Devon Flood Warning Duty Officer and Flood Incident Duty Officer.

Many of the individuals in these 24/7 roles have become well known to us, and equally they are familiar with and responsive to the issues facing Lymington, many having been on familiarisation visits hosted by us.

Once the Estuary Wardens have closed the floodgates and reported to the EA that the frontage is secure

the Village is automatically considered a potential flood incident which provides priority attention for any further support required beyond our first response, such as was delivered in 2014.

The Wardens will have been mobilised according to the perceived threat, the Estuary will be placed on 'Tidewatch' where the defences are patrolled, and inland the vulnerable pooling and potential flooding locations will be being monitored for any necessary response.

### **Recovery from Flooding and DRIP**

Our analysis indicates that in a more severe event than we have yet to experience, there are potential vulnerabilities in respect of the Village's recovery.

Devon County Council have selected Lymington as one of a small number of pilot sites for further resilience attention, and consideration of 'bounce back' ability after severe flooding. This could

include assessing the need to provide protection for the surgery, shops, pubs and the electricity supply, broadband and telephone services.

We are just starting our engagement with Devon County Council on this new initiative which is catchily entitled DRIP which stands for Devon Resilience Improvement Plan. Cllr Staddon is working with us on other potential DRIP funded opportunities in the area of ecological and environmental gains.

Villagers themselves have an important role to play in protection and recovery from flooding and we are encouraging Property Level Protection to be undertaken for which funding is often available for properties where there is a reasonable risk.

A number of property owners are already looking into this and around ten have already taken positive action with flood boards at doorways etc. and in some cases funding support has been available.

I would now like to return to the strategic work which we have undertaken to better understand the flood risk and how we can improve our resilience. This has revealed some major findings.

There are three areas of findings which will be the main content of the detailed presentations later in the year at the Community Drop In event, I will now run through them, firstly the

### **Catchment Computer Model**

Much of what LFRG has been able to achieve has been stimulated or informed directly by the major computer modelling exercise undertaken over the last few years in partnership with and funded by the EA.

This computer model is now complete and has a high level of detail and integrity. It is based on comprehensive mapping and surveys of the entire catchment, the South West Water drainage network, soil condition and land use. It is more comprehensive and detailed than any other Devon community has been able to achieve.

Onto the model various probabilities of different severity events right up to fairly catastrophic combinations of extreme rainfall and tidal conditions have been studied.

The model has enabled a very much better understanding of the flood risk to the Village, through the behaviour of the Brook, its responsiveness, the volumes, flow and height of waters expected from these different events, and its weak spots where local pooling and flooding may occur.

The model also gives valuable information on the impact of the all important tidal interaction.

To obtain maximum benefit for the Village we will be requesting that the model be used by EDDC to assess the impacts of possible new housing developments within the catchment and of the Dinan Way extension at DCC.

### **Natural Flood Measures**

The work has enabled us to determine to what extent greater resilience may be achieved by softer initiatives such as Natural Flood Measures in the upper catchment.

Our findings are detailed but in summary it is clear that work such as that underway at the Woodland Trust land will improve our resilience to flood risk in everyday non extreme conditions, and so we are exploring with landowners and farmers in the rest of the catchment the appetite, budgets and incentives available for introducing these soft measures.

This is in partnership with the West Country Rivers Trust and the Devon DRIP initiative.

### **The Lower Village Flood Plain**



Our current configuration provides for excess waters to firstly be contained in the flood plain fields owned by Dr Telfer.

The recently rebuilt car park wall effectively retains initial waters in the flood plain area to the south of the Brook. The Brook Walled Channel has adequate integrity and capacity to not top over.

However, the modelling has revealed that there is a vulnerability on the North bank of the Brook which, in even only moderately harsh conditions can allow waters to escape from that part of the flood plain into the Village. In discussion with the Telfers and other neighbours we have confirmed that the model projections have indeed been experienced in a modest way in recent years.

This means that without some engineering support the events that we anticipate in coming years will cause that weakness to become a route for potentially extensive flood waters that would endanger properties in the Lower Village.

Accordingly, we have, with the EA, commissioned a detailed study of the area and a proposal has been put together to address the weakness as a matter of some urgency in order that in the vast majority of cases the waters will be retained as intended in the flood plain.

Engineering assessments, costings and prioritisation of the budget look positive for this project to be progressed and the property owners affected by the scheme have welcomed involvement.

However this project may yet have a funding gap, which we will be engaging with the EA to address.

If the work, which involves a retaining wall or berm, is completed our resilience will be significantly improved

but there remains a real possibility of an extreme event, for which we use the shorthand term 'Perfect Storm', being able to overwhelm the floodplain and consequently flooding would still occur in the Lower Village

This would be compounded by the gullies in that area being unable to discharge highway rainfall into the high level of water in the Brook.

It is difficult in a brief presentation such as this to provide an understanding of the various scenarios which have been modelled but by working on upper catchment initiatives and correcting the flood plain weakness we will have achieved a great deal of resilience improvement against regular events and the 'Perfect Storm'.

The severity of event that moves the Village beyond that resilience into a risk of likely flooding is also difficult to express here today it involves quite complex interaction of weather and tide.

However, in our regular monitoring of conditions in Lymptone we have seen each individual element of such a 'Perfect Storm' a number of times each year, and in fact all but one of them since Christmas this year.

At a simplified level the elements are - severe wind strength and Southerly direction, storm conditions with very low atmospheric pressure, heavy rainfall and high tides.

It is impossible to predict how soon their effects will all hit the Village at the same moment and with severity to cause unavoidable flooding, but our regular daily analysis of conditions will give a good indication of any very high risk occurring in the following week.

The model has usefully confirmed what we know from experience and observation that a widespread flooding event is extremely unlikely to occur from rainfall alone. but certainly local pooling and flooding can.

The tide must block the outflow to cause the 'Perfect Storm' and the model has also confirmed that in that event most flood waters in the Village would drain away within around three hours of each tide receding.

The message is that it could happen on any day with sufficiently high tides such as those later in February and again in late March but that our preparations and analysis have put us in a strong position to anticipate and respond.

Finally, we are planning to illustrate and communicate what I have presented today in much greater detail to Councillors and the entire Village community later this year. We feel the need to balance, as I have tried today, the achieved preparation, increased understanding and investments in improving resilience

with the inevitable fact that a severe event will still cause flooding and to emphasise that individual Property Resilience measures are a sensible precaution.

We expect our main communications vehicle will be the walk-in event at the Village Hall later in the year

Where we will follow up, if required, with additional sessions for Villagers who wish to explore our findings further.

Many thanks.