



LYMPSTONE PARISH COUNCIL

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Chairman: Cllr Nick Linfoot
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30th May 2023

To All Members of the Parish Council

You are summoned to attend a meeting of Lymestone Parish Council, to be held **7.30pm on Monday 5th June 2023 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.

The agenda and all attachments can be found online at www.lympstone.org.
Occasionally, new material has to be added to the Agenda after the publication date – for the latest version please visit the website lympstone.org

Miss L Tyrrell
Clerk to the Parish Council

AGENDA

	Public session	7.30
23/45	INFORMATION: Apologies	7.45
23/46	ACTION: Minutes To confirm the minutes of the APM meeting held on the 18 th May (attached pgs. 3 – 10) and the PC meeting held on the 18 th May 2023 (attached pgs. 11 - 21)	7.50
23/47	INFORMATION: To receive any Declarations of Interest	7.55
23/48	Clerk's Report (see attachments): ACTION: i) Standing Orders, Code of Conduct Policies – To approve the reviewed policies previously circulated. ii) Sponsorship/memorial benches – Consider a policy previously circulated. INFORMATION: iii) Finance – Payments / Financial summary / Budget report (attached pgs 22 - 25) iv) Clerk's Action List (attached pg. 25)	8.00
23/49	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10

23/50	<p>ACTION: Planning applications</p> <p>23/0847/FUL - Proposed dwelling and off road parking and double garage within the garden at Meadowgate.</p> <p>23/1079/OUT - Outline application for all matters reserved for proposed 2 storey 1 bedroom dwelling and access at Land North East Of Grange Close.</p> <p>23/0861/LBC - Replace existing UPVC lean-to wall with glass and timber at Rose Cottage.</p> <p>23/1074/FUL - Proposed steel frame building for relocation of Garden Centre restaurant and retail space (Class E) at Kings Garden Centre.</p>	8.15
23/51	INFORMATION: Planning decisions (see attached pg. 26)	8.25
23/52	<p>INFORMATION: Reports of Committees</p> <p>Any reports requiring a decision are attached.</p> <p>Finance and Advisory Committee - Cllr Hill (C), Cllr Atkins (VC), Cllr Payne.</p> <p>Assets and amenities committee - Cllr Atkins (C), Cllr Hill, Cllr Staddon.</p> <p>Environment committee - Cllr Staddon (VC), Cllr Francis, Cllr Moffatt.</p> <p>Cllr Staddon to report the vacancy on the Gulliford Joint Committee and ask the PC for a new representative from the PC.</p> <p>Planning and transport committee - Cllr Linfoot (C), Cllr Francis (VC), Cllr Moffatt.</p> <p>Community committee - Cllr Linfoot (C), Cllr Staddon (VC), Cllr Francis, Cllr Payne.</p> <p>Cllr Payne to report on costing for a history box in the newly adopted BT telephone box.</p> <p>Cllr Payne to report on consultation for The Hub rebuild.</p>	8.30
23/53	DISCUSSION: Items for the next Agenda	8.35

**MINUTES OF AN ANNUAL PARISH MEETING HELD IN
THE VILLAGE HALL AT 7.00PM ON THURSDAY 18TH MAY 2023.**

PRESENT:	
Councillors	D Atkins, S Francis, K Hill, A Lewis, N Linfoot, M Moffatt, J Payne and L Staddon
Clerk	Miss L Tyrrell
County Councillors	R Scott
District Councillors	G Jung
Public	4 members

23/1 Apologies

District Cllr Ingham and County Cllr Trail due to other commitments.
Cllr Linfoot proposed to approve the apologies. Cllr Francis seconded. Unan.

RESOLVED that the Apologies were approved by the PC.

23/2 Minutes

To confirm the minutes of the APM Meeting held 4th April 2022 (attached).
Cllr Atkins proposed the minutes of the PC meeting held on the 4th April 2022 were accurate Cllr Staddon seconded. Unan.

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

23/3 Chairman

The Chairman explained he would report in the PC meeting.

23/4 Clerk

The Clerk presented the last two years of LPCs finances. (Appendix A)
Cllr Atkins proposed the finances were noted. Cllr Linfoot seconded. Unan.

RESOLVED that the PCs last two years of finances were noted by the PC.

23/5 County Councillors

Nothing to report.

23/6 District Councillors

Nothing to report.

23/7 Link Cllrs

Nothing to report.

23/8 Phone box book swap

Cllr Linfoot read the annual report submitted by Mary Turner regarding the telephone book swap (Appendix B). The Clerk highlighted that the work identified in the report had already

been rectified. Cllr Lewis explained that the lower shelf bracket needed replacing to strengthen it.

23/9 Gulliford Burial Ground Joint Committee

Cllr Moffatt read the annual report submitted by Jane Moffatt (Appendix C).

23/10 Heathfield Allotment Trust

Cllr Linfoot read the annual report submitted by Carrie Darby (Appendix D).

23/11 Lympstone Flood Resilience Group

Mr Phil Corcos and Mr John Brewer were both present from LFRG. They thanked the PC, EDDC and DCC Cllrs and were most grateful for all Cllrs continued support. They outlined the current members and duties of the group in the Parish. They were also working with other external groups to support, advise and listen to flooding issues in the wider area (Appendix E). District Cllr Jung explained he would be keeping LPC and LFRG updated with the recent flooding issues in the area. A report from these incidents would be due in three months' time.

23/12 Lympstone Parish Charity

Cllr Atkins read the report submitted by Dr Brian Ridge (Appendix F).

23/13 Any further questions

Linda Lyons reported that the Community Hub was continuing with their monthly lunches for the community. Funding support had been gratefully received from County Cllr Scott and Vicki Drinkwater had received subsidies from local businesses.

Meeting closed at **7.26pm**

Chairman:

Date:

Appendices
Appendix A

Financial summary 21-22				
Current Account				
Opening balance at 1st April 2021		95,828.47		
Receipts		£134,088.58		
Total receipts		£229,917.05		
less, Payments		£73,666.99		
Net balance		£156,250.06		
Unpresented cheques		£252.74		
Receipts not on statement		£0.00		
	Balance at Bank 31/3/22	£156,502.80		
Unpresented cheque info:				
23/02/22	(2945)Eric's Knob and Lock Shop - replaced lock at public toilets			£112.74
23/02/22	(2946)Gulliford joint committee - gulliford burial ground contribution			£140.00
			Total	£252.74

Financial Summary 22-23		
Current Account		
Opening balance at 1st April 2022		156,502.80
Receipts		£235,079.11
Total receipts		£391,581.91
less, Payments		£226,724.44
Net balance		£164,857.47
Unpresented cheques		£0.00
Receipts not on statement		£0.00
	Balance at Bank 31/3/23	£164,857.47

Appendix B

Lympstone's Gibraltar Road Phone Box Book Swap

Report to the Parish Council. March 2023.

The phone box book swap continues to be well used, with regular donations of books and generally good turnover. There are no official volunteers, but a number of local residents tidy the books as they go past.

We ask people to stack books carefully and, when the book swap is full, to bring books back later to avoid damage to the stock. Unfortunately there have been some issues over the past year with books being placed in the phone box when it is already full. The photograph below shows the worst example of this, which occurred in January.



1



2



3

(1) The door wouldn't close, and a large number of books were irreparably damaged and had to be thrown away..

(2) A box containing CDs and DVDs was also left outside - fortunately this disappeared a day or two later.

(3) Tidy again. The clean-up took a considerable amount of time and several boxes of good quality books were donated to charities. It has remained much tidier since then.

The Community Hub arranged and funded the original work to put the shelving in, and it has served us well through lock-down and beyond. However, it has deteriorated over the past few years (it has never been fully water-tight).

It would be really helpful if the Community fund could be used to sort out the current issues as soon as possible.

- The paintwork is in a bad state
- A number of the 'glass' panels are no longer clear
- When it rains the floor becomes wet
- The door sticks in wet weather and becomes impossible to open

I feel a smarter and cleaner book swap would be better looked after by the community.

Mary Turner

Appendix C:

Chairman's report – Joint Committee for Gulliford Burial Ground 2023

This year has thankfully been a quiet year for the committee after three years of hard work while the repairs to the graveyard were in progress.

Work still progresses however with future planning of ring-fenced finance so that both parishes start to accrue a small pot of money which will be needed for regular maintenance to walls and tombs. We do not want it ever to deteriorate to the extent it had reached by 2018. Many thanks to Andrew for his cooperation with the Friends of Gulliford burial site so that strimming only took place at a time when it wouldn't destroy habitat.

The friends have focused on flora and fauna on site this year. Bat boxes have been introduced and cleaned out at the end of the season with a very successful bat watching evening planned again this year. A local entomologist came and gave an enlightening talk on insect species on the site and how to encourage them. We have asked her to return this year by popular demand. Bee houses have also been introduced. Other open days and events have been planned.

The planting team have worked very hard, planting over 1000 daffodil bulbs and many other species of plant found to thrive in graveyards. I think if you have passed the site this spring you would agree that the display of flowers has been spectacular and enhanced the look of the site, making it feel well managed and well-loved. The planting team aim to concentrate on the mid section of the site this year. We are hoping that the new garden contractor will work as well with the Friends so that strimming is done at the correct times to enhance the planting carried out.

As all the research has been done and Angela's book on the history of the site and those buried in it is selling well, we have turned to making this information more accessible to those that visit the site. With this in mind, the Friends are creating a video tour of the site, giving history at each point. There will be QR codes at certain points which visitors can scan with their phones, taking them to the website with a video explaining that particular spot. This should enhance the visitor experience. The site has been included in the Lympstone History Society's map and tour which we are very grateful for.

Finally, we have been so proud of the Gulliford Burial Ground and the community support behind it, that it has been entered in the 'Best Graveyard in Devon' competition (yes there is such a thing!) We are obviously biased but fingers crossed that this little patch of loveliness gets the recognition it deserves.

Jane Moffatt
Chairman, Gulliford Joint Committee

Appendix D

Heathfield Allotment Trust

REGISTERED CHARITY NO: 202075

REPORT TO THE PARISH COUNCIL

April 2022 – March 2023

Plot holders are never happy with the weather. It's either too hot, too cold, too dry, too wet or too windy, and we had all of that last year. But despite the very hot and dry spells, our water bill – our biggest expense – stayed manageable. This was due to so many plot holders working hard to harvest their own rainwater, helped by the South West Water grant of 30 water butts the previous year. It's not only better for the purse strings and the environment – but better for the plants too.

Plots are still very much in demand, with a waiting list of over 20 Lymptstone residents throughout the year and we are doing our best to keep this down by halving large plots when they become vacant.

Trustees now undertake much of the annual maintenance themselves. At the beginning of the year, we embarked on a mammoth task of reclaiming a large section of ground in the centre of the site, work largely carried out by Trustees with the help of other plot holders and volunteers from the village. This included felling a 40ft rotten non-native tree. This land now has three thriving plots.

We were thrilled to have a Lymptstone Primary School visit in 2022, with over 30 children collecting fruit and vegetables to make natural dyes, part of their Ancient Britain curriculum. It was a delight to see the young ones so engaged; we all ended up with brightly coloured fingers, and we would be keen to extend our association with the local schools with further activities.

We were grateful to Reverend Steve Jones who joined us as a Trustee in 2022. This is an ex-officio role as required by our 1873 Indenture and therefore not appointed by the Parish Council.

We had a busy year of social events and we are in planning mode for the remainder of 2023, celebrating our 150 years anniversary at Sowden Lane, starting with a Cream Tea and Talk about the History of our Charity.

Carrie Darby
Chair
On behalf of the Trustees

Trustees: David Atkins (Parish Council link), Carrie Darby (Chair), Reverend Steve Jones (ex officio), Mandy Mitchell (Treasurer), Ian Scott (Maintenance), Nigel Skinner (Secretary), Sue Snell (Social Secretary & Maintenance), Andy Wadhams (Maintenance), Claire Whiter (Waiting List & Plot Allocation Secretary).

Appendix E

Report from the Lympstone Flood Resilience Group 2023

The Lympstone Flood Resilience Group (LFRG) was formed in late 2017 to develop a more coordinated and strategic approach to flood risk management in the village - based on understanding the risk and facilitating action to minimise the risk. In addition to the 4 members of the Flood Group, there are two teams of flood wardens, an Estuary team and an Inland and surface water team.

High tides and bad weather have occupied the Estuary Wardens and required FloodWatch on a number of tides during the year, but no serious risks of flooding resulted due to fortuitous timings, the worst weather arriving when tides were manageable. Flood gate operation has continued without difficulties.

The Estuary Warden strength remains at 12 with some re-equipping of PPE has taken place during the year. New trollies for sandbag deployment have been sourced and paid for by the EA.

Some further modification of our very much already modified flood gates has been decided upon to reduce leakage and a trial implementation will initially be undertaken on Gate.

The Inland Warden team of 10 have focused on reducing the surface water flood risk in the village by a sustained and systematic program of road drain (gully) clearing, mainly from October to March each year. Nearly 70 roadside drains have been inspected and/or cleared in the last twelve months, and a further 6 have been referred to DCC Highways for camera inspection or jetting. The 'prevention is better than cure' approach has meant that there have been no road closures in the village due to surface water flooding in this period under review.

Our tools and equipment list has been supplemented by a heavy-duty brush cutter which has been used to clear undergrowth encroaching on to highways and potentially blocking drains.

This is the first full year we have had access to our very own weather station at the Village Hall. We have used it extensively to track and record rainfall, wind speed and barometric pressure; thus far it has been a reliable and accurate source of met data. It is freely accessible on any mobile device; just download the 'Weatherlink' app, create a username and password, and follow the prompts.

We responded to the Local Plan consultation with regard to the flooding concerns raised by the proposed housing sites. We are in discussion with the County Council regarding the flood mitigation works associated with the Dinan Way extension.

A presentation updated the Council on the outcomes from our Catchment Modelling work., Preparations have started for rolling out the information to the community at a Drop - In event on Saturday 2nd September.

Costing, design and funding of an important flood wall improvement to retain waters in the floodplain, first identified by LFRG from catchment model data, is progressing, with implementation possible in 2024.

LFRG have commenced engagement on the DCC DRIP initiative which offers some funding support for environmental improvements to Wotton Brook.

LFRG would like to thank the Parish Council, County and District Councillors for their continued support.

Appendix F

Interim Report on the Actions of the Lympstone Charity Trustees.

Background:

The Lympstone Poor Fund was established in 1832 by public donation. By 1900 the Charity status was formalised by the Charity Commission. In the early days when there was a lot of poverty in the Village, the Poor Fund, and allied charities, provided coal (Symons fund), Blankets (Welch fund), Money and Dispensary Tickets (enabling free Medical Aid), for members of the Village Community. Later with the advent of the NHS the Charity provided financial help, and extra comfort for parishioners in hospital.

In 1964 the Charity was renamed the Lympstone Parish Charity. Later the Charities were amalgamated under one head. The current aim of the Charity is to help people in the parish in need, hardship, or distress. The Charity has modest funds, and is operated by the Trustees, discreetly, and as far as is possible anonymously.

Report covering the complete financial year 31st July 2021- 30th July 2022 and the partial year 31st July 2022 – the present.

The current Trustees are: Alderman David Atkins, ex-Councillor Jim Bailey, ex-Councillor David Tyrrell, Mr Robert Harrison and Dr Brian Ridge.

On 13th August 2022, the Charity Commission, informed the Trustees that the Charity had been removed from the Register from 5th October 2010, on the grounds that the annual income fell below the new threshold of £5,000. Our new status as a confirmed Charitable Trust was re-established by a mandate from the HMRC, so that our formal status is once more regularised.

In the last complete financial year, to 30th July 2022, the financial position is given below:
Total assets £7,419.84, made up of £3,945.23 (Charities Official Investment Fund [COIF]) and £3,474.61 (TSB, Business Instant Access Account). Interest for the year £109.53 (COIF), and £2.01 (TSB).
Expenditure £0.00.

In the current incomplete financial year, the following amount has been awarded: £750.00.

The Trustees will continue to carry out their duties as outlined in the Foundation document. Help in identifying Villagers in need, who might not wish to ask for help themselves, will be gratefully received by the Trustees. To this end, details of the Charity have been placed with the School, the Pre-School, the Surgery, and the Food Bank in the Church.

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 3RD APRIL 2023.**

PRESENT:	
Councillors	D Atkins, S Francis, K Hill, A Lewis, N Linfoot (Chairman), M Moffatt, J Payne and L Staddon
Clerk	Miss L Tyrrell
County Councillors	R Scott
District Councillors	G Jung
Public	12 members

23/33 Election of Chairman for 2023/2024

Cllr Linfoot asked for a proposal of a Chairman. Cllr Staddon proposed Cllr Linfoot. Cllr Francis seconded. Unan. Cllr Linfoot read out and signed the Chairmans Declaration of Acceptance of Office.

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

23/34 Election of Vice Chairman for 2023/2024

Cllr Linfoot asked for a proposal of a Vice Chairman. Cllr Atkins proposed Cllr Staddon. Cllr Francis seconded. Unan. Cllr Staddon read out and signed the Vice Chairman's Declaration of Acceptance of Office.

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

23/35 Declarations of Office

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

Public session

A member of the public thanked the PC for agreeing to two new benches at the bottom of Front Meadow. She thanked the PC for considering the Pétanque pitch and would like to see it positioned near the Village Hall.

Cllr Linfoot asked that any comments regarding the 3West development proposals were discussed at the relevant item under planning applications.

A resident thanked Adam Fradley, LFC youth Chairman, for clearing up the Cliff Field. She felt it was a positive start but felt the FC management of the site needed to be improved.

A resident queried the public consultation regarding yellow lines in the village and when this was agreed. He felt it would only restrict parking further and increase the speed of traffic. He would be objecting and hoped the PC would also. He asked the PC to investigate a traffic calming scheme on School Hill as motorists drove up the hill too fast. County Cllr Scott added that any objections must be submitted to Highways. He explained that the legal process was to advertise in the first instance, the public to respond and all points raised would be considered.

A resident raised the value of the natural landscape in mitigating the effects of climate change locally. She raised concern of future developments and that EDDC's target of net zero by 2030 would be unachievable. Another resident added that the climate change would affect how we produced food in the future and the importance of saving agricultural land. District Cllr Jung understood the concerns but there was a housing need crisis. The resident added that the developers were only interest in profit and not affordable housing. Another resident asked where the evidence was that these houses were necessary.

23/36 Apologies

District Cllr Ingham and County Cllr Trail due to other commitments.

Cllr Linfoot proposed to approve the apologies. Cllr Hill seconded. Unan.

RESOLVED that the Apologies were approved by the PC.

23/37 Minutes

Cllr Atkins proposed the minutes of the PC meeting held on the 3rd April were accurate Cllr Lewis seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 3rd April 2023 be confirmed as a correct record and signed by the Chairman.

Cllr Atkins pointed out that he had not abstained from the vote regarding the tree in Candys Field but had objected to the proposal. He proposed the minutes of the Assets and Amenities committee meeting held on the 24th April were accurate. Cllr Lewis seconded. Unan.

RESOLVED that the minutes of the Assets and Amenities committee meeting held on the 24th April 2023 be confirmed as a correct record and signed by the Chairman.

Cllr Linfoot proposed the minutes of the Finance and Advisory Committee meeting held on 5th May were accurate. Cllr Atkins seconded. Unan.

RESOLVED that the minutes of the Finance and Advisory committee meeting held on the 5th May 2023 be confirmed as a correct record and signed by the Chairman.

23/38 To receive any Declarations of Interest

Cllr Staddon declared a personal interest with planning application 23/0958/FUL.

Cllr Payne declared a personal interest with planning application 23/0958/FUL.

Cllr Linfoot declared a personal interest with 3West proposals.

This was recorded in the book.

23/39 Clerk's Report (see attachments):

23/39.1 End of Year Accounts 2022/2023

The Clerk presented the PCs end of year accounts. These were signed by both the Chairman and Clerk. Cllr Atkins proposed the end of year accounts a true and accurate record. Cllr Hill seconded. Unan.

RESOLVED The Chairman and Clerk signed off LPC's end of year accounts for 2022/23.

23/39.2 Annual Audit 2022/23 Internal Auditor's certificate

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

RESOLVED that the PC agreed the Internal Auditors certificate.

Cllr Hill thanked the Clerk for all her hard work and diligence in keeping the PCs accounts accurate. Cllr Linfoot seconded this.

23/39.3 Annual Audit 2022/23 Governance Statement

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

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

23/39.4 Annual Audit 2022/23 Accounting statements

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

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

23/39.5 Notice of public rights

The Clerk suggested suitable dates to publicise the Notice of public rights 05 June to 14 July 2023. Cllr Atkins proposed the suggested dates. Cllr Linfoot seconded. Unan.

RESOLVED that the Clerk put up the public notices and add to the website from 05th June 2022.

23/39.6 Grant application received – Wild About Lympstone group.

Cllr Linfoot proposed to support the application up to the value of £100. Cllr Payne seconded. Unan.

RESOLVED that the PC would provide a grant to the Wild About Lympstone for up to the value of £100.

23/39.7 Internal Auditor Meeting

The Clerk reported that she had met with the internal auditor, Mrs Penny Clapham on the 5th May 2023 at 9.30am:

All accounting systems were present and correct. AGAR form for external auditor was successfully signed off. Website – checked minutes, public statutory notices and legal duties were accurate and in place. All risk assessments, policies and insurance details were current and in place.

Recommendations made by P Clapham:

- LPC to use an accountancy package.
- Internal controls document typo – 2023 not 2013.
- Make budget and precept separate minute items.

The Clerk presented two recommended Parish Council accountancy packages: Edge IT and Scribe. Cllr Hill proposed that Edge IT package was used for the PC. Cllr Atkins seconded. Unan.

RESOLVED that the Clerk would set up an Edge IT accountancy package for the PCs finances.

23/39.8 Casual Vacancy and Co-option of Parish Councillors

The Clerk explained that there were three Councillor vacancies on the Parish Council. There has been no request for an election. It was now open for the Council to co-opt. The casual vacancies would be advertised in the usual way. The Clerk presented a draft advert to use. Cllr Linfoot felt the advert reflected a Cllrs workload. Cllr Lewis felt the advert may put people off in applying. It was agreed that a simple advert would be used in the first instance to advertise, then the more detailed advert would be sent to interested applicants.

23/39.9

Finance – Payments / Financial summary / Budget report

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

RESOLVED that the following payments be approved:

Payments – APRIL 2023

04/04/23	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£88.00
05/04/2023	3149	LVHCIO - Inv No: 0636 (Com hub lunches)	£44.00
05/04/2023	3150	EDDC - Inv No: 50069306 (Waste collection 1/4/23-31/3/24)	£358.00
05/04/2023	3151	Reimbursement for LFRG (weather data online)	£46.75
05/04/2023	3152	Dartmoor Tree Surgeons Ltd Inv No: 9111	£1,404.00
05/04/2023	3153	Optima Graphics Topsham Ltd	£710.00
05/04/2023	3154	Playsafety Ltd (inspection 30/3/23) Inv No: 69554	£136.20
05/04/2023	3155	Staff costs March 2023	£888.31
05/04/2023	3156	Public toilets cleaning Mar 23	£555.00
17/04/2023	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£52.00
17/04/2023	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£134.00
17/04/2023	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£142.02
18/04/2023	3157	DALC - Membership renewal 2023-24 Inv No: 3157	£505.07
18/04/2023	3158	LVHCIO - Inv No: 0686 (Assets com meet)	£12.00

Receipts – APRIL 2023

02/04/2023	FPI	Herald Advert	135
03/04/2023	DC	EDDC – Precept	24,250.00
05/04/2023	FPI	Herald Advert	75.00
10/04/2023	FPI	Herald Advert	25.00
11/04/2023	FPI	Herald Advert	40.00
12/04/2023	FPI	Herald Advert	135.00
15/04/2023	FPI	Herald Advert	54.00
19/04/2023	FPI	Youth Club - utilities for 22/23	1,437.66
20/04/2023	FPI	Herald Advert	6.00
24/04/2023	FPI	Herald Advert	9.00
30/04/2023	FPI	Herald Advert	40.00

Financial Summary – APRIL 2023

Opening balance at 1st April 2023	164,857.47
Receipts	£26,215.95
Total receipts	£191,073.42
less, Payments	£10,561.27
Net balance	£180,512.15

Unpresented cheques	£0.00
Receipts not on statement	£0.00
Balance at Bank	£180,512.15

Budget reports – April 2023

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£665.71
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£27,000.00	£3,581.31
K	Clerks Expenses	£2,000.00	£102.00
L	Office expenses	£1,000.00	£133.92
M	Village Hall Hire	£1,500.00	£240.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,500.00	£445.99
P	Courses, Travel etc	£1,000.00	£0.00
Q	Insurance, Audit, Elections	£2,500.00	£0.00
R	Miscellaneous	£2,500.00	£256.83
S	Herald Printing	£6,000.00	£1,278.00
T	J Morrish	£6,500.00	£0.00
U	Grass and hedge cutting	£2,000.00	£0.00
V	Other Maintenance	£5,000.00	£0.00
W	General tree work inc Candys Field	£3,000.00	£2,340.00
X	Bin emptying	£1,000.00	£298.33
Y	Handyman	£0.00	£0.00
Z	Notice Boards – Maintenance	£5,000.00	£0.00
AA	Play Equipment Mtce	£500.00	£0.00
AB	Lighting in Candy's field	£2,000.00	£134.92
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£15,000.00	£755.10
AD	Flood equipment and Maintenance	£500.00	£38.96
AE	LFRG expenses	£500.00	£0.00
AF	Gulliford Cemetery	£600.00	£0.00
AG	Burial Ground	£12,000.00	£0.00
AH	Youth Club Building Maintenance	£1,000.00	£0.00
AI	YC Utilities	£2,500.00	£176.70
AJ	Website etc	£500.00	£0.00
AK	Adverse weather	£200.00	£0.00
AL	Gully cleaning and jetting	£2,000.00	£0.00
AM	Parishes Together	£1,500.00	£0.00
AN	Community Hub Projects	£4,000.00	£0.00
AO	Cont to repairs to VH Car Park	£500.00	£0.00
AP	DCC Funding	£0.00	£0.00
AQ	YC Recharge	£0.00	£0.00
AR	Emergency funding	£5,000.00	£0.00
AS	Lottery Grant (Jubilee)	£0.00	£0.00
AT	FLOS Playarea refurbishment	0.00	£113.50

	Total	£122,100.00	£9,895.56
	Add VAT		£665.71
	Total		£10,561.27
Date	CIL Budget 2021 – 2023	Budget	Spent
	CIL money from 21/22	52,132	
18/10/2021	3 community picnic benches and 3 seat benches		2,000
21/12/2021	Safety fence between sch, public fpath, car park (materials, labour)		5,162
Apr 21 - Mar 22	Public toilets maintenance		1,804
Apr 21-Mar 22	The Hub building maintenance		362
Apr 21 - Mar 22	Herald Printing		5,497
	CIL money c/f	37,307	
	CIL money from 22/23	93,008.52	
	Total	130,315.05	
06/06/2022	CCTV at public toilets		£3,350.00
17/11/2022	Play area and trim trail shortfall in fundraising		£22,000.00
05/01/2023	Burial ground hedge		£1,000.00
23/01/2023	Avenue field gate and posts		£560.33
Apr 22 - Feb 23	Public toilets maintenance		£1,806.18
Apr 22-Feb 23	The Hub building maintenance		£1,134.72
Apr 22 - Feb 23	Herald Printing		£5,918.00
05/03/2023	The Hub roof repair		£2,700.00
14/03/2023	Safety fence at The Rag		£1,284.00

Code	Receipts - Budget Performance 2023-2024	Budget	Actual
F	Precept	48,500.00	24,250.00
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	3,000.00	190.00
K	Burial fees	2,500.00	0.00
L	Lympstone FC re Cliff Field	0.00	0.00
M	Flower beds	0.00	0.00
N	Western power re Wayleaves	10.00	0.00
O	Miscellaneous (eg refunds)	0.00	0.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,000.00	0.00
R	External Grants	1,000.00	0.00
S	VAT Refund	9,500.00	0.00
T	Youth Club	1,500.00	1,446.95
U	VHMC car park	0.00	0.00
V	MoD Community Covenant	0.00	0.00
W	DCC error	0.00	0.00
X	Community Hub Projects Income	100.00	0.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	0.00	0.00

	Total	67,610.00	25,886.95
	Allocated balances 31st March 2023	Budget	Spent
	Elections	3000	0
	Reserve for Village hall car park	2000	0
	NP Projects	2000	0
	Works to Youth Club	6455	0
	Public Conveniences	5000	£0.00
	Play area	0	0
	Emergency funding	5000	0
	Field maintenance eg fences, ground repairs	10000	0
	Building funding re Community Purchase	10000	0
	Cil money carried from 21/22	52,132	0
	Cil money carried from 22/23	93,008.52	0
	Total allocated balances	188595.95	0

23/39.10 Clerk's Action List

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

23/40 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

The Chairman read his report:

Congratulations and thanks to all who re applied for another term as Parish Councillors. As we go into a new year, can I remind Councillors to check their Email regularly and respond if required. Congratulations to Councillors Jung and Ingham who were re-elected as East Devon Councillors. The Coronation saw a well-attended village party in Candy's Field. Thank you to Lisa and Lucy who were instrumental in planning and organising the day. Simon, Phil, Mark and Mark Moffat, who erected and dismantled all the tents and Marquees used on the day. Phil and the Scouts who slept out on Friday night to secure the Field. Joanne, Susan, Lisa, and Sue who worked tirelessly during the day to make sure all were able to access the field. Finally, Lisa, Simon, Mark and Mark Moffat who made sure Candy's was clear the next morning.

The phone box outside the Swan Pub was repainted before the Coronation and thanks to Jo Cowe and the other volunteers who dedicated many hours to finish the job. It looks fantastic.

District Cllr Jung read his report:

Good evening, all.

Congratulations to chair and vice chair for being re-elected, and to all you councillors that give up so much time on behalf of the community.

I would also like to thank the people that again elected me as your District Councillor for another 4 years. Although not everyone voted for me, I will do my best to represent all residents and the village of Lympstone to the best of my ability.

The District Council has not formalised the choosing of the leader and cabinet which will be decided at Annual Council next Wednesday, but it is expected that the running of the council will continue with an Alliance of Lib Dems Greens and Independents.

Whilst the decisions on who does what and who leads this goes on normal business has to continue, and over the last week or so I've been involved in the flooding that took place in Tipton, Venn Ottery, and Newton Poppleford.

My own Village of Woodbury Salterton was affected and narrowly escaped but for 2 houses but the 3 villages the other side of the common had double the amount of rainfall. It was not the streams, but the volume of water running off the fields that caused the damage. In total there are 80 properties damaged, and we are now in the recovery stage.

This will take months, and whilst that is happening the EA and DCC officers will be reviewing what happened, why, and lessons learnt, to go into a full report.

The initial thoughts are that this was a most unusual event with over a 100mm of water falling in a small area over high ground in a very short space of time.

Could an event like that hit Lympstone, and could it cause the same amount of damage, is something that your flood group will be looking at. I was very pleased to see a member of your team at the emergency response meeting.

Certainly, we will learn from this event and the knowledge gained will be used by flood resilience groups nationwide, including your team in Lympstone.

County Cllr Scott added that Devon County Council had started a governance review to look at land use and its affect on the surrounding area regarding flooding issues. He explained that drains were not designed to take substantial water flow and he wanted to work with landowners. Cllr Staddon highlighted that Westcountry River Trust were also looking into and analysing this. Cllr Jung explained that the report from the recent floods would take three months to produce and the recovery was a massive learning curve for everyone.

23/41 Planning applications

23/0958/FUL - Proposed two-storey extension, porch and alterations including replacement garden terrace at 11 Meadow Close.

Cllr Linfoot proposed to object the application due to issues of overlooking neighbours. Cllr Atkins seconded. Unan.

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

23/0965/FUL - Conversion of part of garage block outbuilding, workshop and office combined to form accommodation ancillary to Fairlawn House; retention of garage at Fairlawn House Orchard Close.

Cllr Linfoot proposed to support the application with a condition to remain ancillary to the accommodation and not a separate dwelling. Cllr Moffatt seconded. Unan.

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

22/2410/RES - Application for approval of reserved matters (appearance, landscaping, layout and scale) for the construction of a predominantly single storey dwelling following outline application (20/0933/OUT) (pursuant to the grant of outline planning permission appeal ref APP/U1105/W/21/3282445) at Land South Of Underhill Close.

Cllr Hill proposed to object the application due to the previous PCs objection not being rectified. Cllr Linfoot seconded. Unan.

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

Local Housebuilder, 3West Group who are based in Woodbury, are proposing to build 42 new homes (including 14 affordable homes), on land that adjoins the northern edge of the village. The land sits within a triangle of land that is contained by Glebelands and Gulliford Close on its

southern edge, whilst Meeting Lane and Strawberry Hill contain the land along its other boundaries.

Public consultation link: lympstoneconsultation.co.uk/ (closes on the 19th May).

Mr Steve Billings, the Technical Manager from 3West was present and explained he would answer planning questions to the best of his ability. He added that 3West was a local independent housebuilder group who were currently developing the Goodmores site on the boundary between Lypstone and Exmouth.

Cllr Linfoot explained he was a neighbour to the site and read his statement:

3 West proposal to develop GH/73 - Land South of Meeting Lane

East Devon Plan 2013-2031:

Para 6.24 Green Wedges and Settlement Coalescence

Description of green wedges

(b) Land adjoining the Exe estuary and West of the A376, North of Lypstone to the Royal Marine site and north of Exton to Marsh Barton.

The proposed site is in the green wedge and outside the Built-up area Boundary.

Development would be contrary to the East Devon Plan.

Strategy 7 Development in the countryside.

Strategy 8 Development in green wedges.

Lypstone Neighbourhood Plan:

Policy 3

Development only permitted in green wedge only if it can be demonstrated that no harm to the character or purpose of these areas will occur and Development is:

-Justified on agricultural, horticultural or forestry grounds

-Within a residential or employment curtilage

-Justified on sustainability grounds

-Will provide a community facility or recreation route

Policy 4

New housing will first and foremost be required to meet the needs of the Parish Community

-Affordable housing

-2/3 bedroom family homes

-single storey homes adapted for the elderly

Objective 4

Density and scale

To retain the community identity, Development must respect the character of the existing housing grain.

Policy 5

-To reflect the character of Lypstone smaller scale Development of fewer than 10 dwellings would be preferred.

Policy 5

Density of housing will reflect the existing grain/Density/pattern of surrounding developments.

Community Action 9

In main body it recommends new developments should be well linked to and by footpaths.

Ecology:

The site is within 10km of the pebble bed heaths and the Exe estuary, Ramsar site and sites of special scientific interest.

A full report on mitigation factors is required.

Other members of the public raised the following concerns:

- Ecology and Highway reports must be produced before a planning application should be submitted.
- Current EDDC local plan ends in 2031, there was no review ready. Until new plan implemented, no more building on green wedge should be considered.
- What was the point of EDDC local plan review consultation when they were inviting developers regardless?
- Would housing numbers be included or excluded from the new local plan?
- Not a community cohesion application.
- Hedges destroyed.
- Consider the repositing of houses and gardens to make them more inclusive.
- Open spaces design.
- Water run-off – the amount and where does it go?
- Improve excess water from attenuation pond and where does it go?
- Dangerous access points to site.
- If development was passed, then applicants should provide a 20mph zone throughout the village.
- EDDC target of net zero by 2030 would not be met.

Steve explained that Paul Golding, EDDC senior planning officer had recommended that a planning application was brought forward regarding the site. He highlighted the following points:

- The application was not an overdevelopment of the site.
- The affordable houses would be housing association properties.
- The affordability of the remaining houses would be local market led as EDDC did not have a policy for a privately reduced housing market.
- Hedges would only be removed and relocated to allow access to the site.
- 3 West had not completed a development before but were currently developing the Goodmores site and all employees had a good reputation and previously completed similar projects.
- Money was ringfenced to protect developments.
- Letter from EDDC explains that land is not in green wedge.
- Emerging policy meant that the development would deliver a 10% net gain.

County Cllr Scott encouraged all present that initial public comments were paramount and must be submitted for the developer to consider all points raised.

District Cllr Jung explained that EDDC must provide a five-year land supply and currently could not do this. If EDDC could not demonstrate a five-year land supply, then developers would have a free rein to develop wherever. The existing local plan is null and void. A resident asked if the LNP carried any weight to which Cllr Jung explained not as much. He added that 75% of the area was AONB but 25% could be built on around Lympstone. All new houses would be carbon zero and host charging points. Cllr Linfoot added that other areas for development had been refused on Ramsar and Pebble bed heath land, but this was not consistent with other sites for development. Cllr Atkins explained all water runoff and excess water would go to Nutwell Court and to the estuary. A resident explained that developers must be proactively worked with for any development to be a success for the Parish.

23/42 Planning decisions

RESOLVED that the EDDC decisions were noted.

23/43 Reports of Committees

Finance and Advisory Committee

Cllr Hill reported that even though there was some money in the PCs current account, the precept would have to be raised next year due to increased revenue costs. The PC was looking at moving to electronic banking and new policies would be formulating for an audit trail.

The lease for the car park in front was ongoing with the Church. He was working with the Church to keep conversations open and moving forward. The PC now own all the land and RBL are currently maintaining the site for two more years.

The rebuilding of the Hub building would have to be carefully considered due to restrictions recorded with land registry.

Assets and amenities committee

Cllr Atkins reported on Front Meadow. Grass in the car park had not been taken and had fertiliser now spread to encourage growth. The maintenance of the site should be cut twice a year and is currently being cut more regularly by RBL. This would need to be clarified. Cllr Hill added that the bollards leading to the car park could not be moved due to water pipes under the driveway.

Community committee

Cllr Staddon reported that the phone box outside the Swan was now officially adopted by the PC. Cllr Payne would find out costings of creating a Lymptone history box and approach the history society as a project if agreed.

Cllr Linfoot explained that Adam Fradley, LFC Youth Chairman had requested an extension to removing the goal posts on Cliff Field. He proposed that this should be granted. Unan.

RESOLVED that the Clerk would let Adam Fradley know the extension to the 10th June had been granted.

23/44 Items for the next Agenda

Cllr Payne to report on the history phone box costings.

Clerk to review LPCs Standing Orders, Financial Regulations and Code of Conduct for approval.

Meeting closed: **9.34pm**

Chairman:

Date:

23/48 Clerks Report

Finance - Payments / Financial summary / Budget report

Payments – MAY 2023

04/05/2023	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£88.00
05/05/2023	3159	Lympstone Garden Club - Posters from Copyrite	£26.20
05/05/2023	3160	PVM Supplies - Inv no: IN088756	£139.80
05/05/2023	3161	Lympstone Village Hall CIO - INV-0698, INV-0716	£114.00
05/05/2023	3162	N Linfoot - reimburse for fridge trailer hire at Coronation	£235.00
05/05/2023	3163, 64,65	Staff costs	£2,928.92
05/05/2023	3166	Optima Graphics Topsham Ltd - Inv no: 27369	£568.00
05/05/2023	3167	Dartmoor Tree Surgeons Ltd Inv No: 9171	£1,404.00
05/05/2023	3168	LVHCIO - Inv no: 0699 (Coronation film)	£70.00
15/05/2023	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£134.00
15/05/2023	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£52.00
16/05/2023	DD	EDFENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£148.77
18/05/2023	3169	R Riggs - Lympstone Academy Brass Band (Coronation event)	£170.00
18/05/2023	3170	Action For Life (first aider at Coronation event)	£200.00
18/05/2023	3171	Sarah Wilkinson - Salty Bandits Band (Coronation event)	£250.00
18/05/2023	3172	Graham Collins - public toilets, phone box library, Youth Club	£151.11
18/05/2023	3173	Penny Clapham - Internal auditor services	£116.20
18/05/2023	3174	L Moxom - The Looseners Band (Coronation event)	£250.00
18/05/2023	3175	LVHCIO - INV no: 0730 Internal auditor and finance com meet 5/5	£8.00
18/05/2023	3176	BT Payphones (Phone box adoption)	£1.00
18/05/23	3177	J Cowe - Toilets cleaning and repainting phone box	£1,200.00
18/05/23	3178	L. Staddon - reimbursement for Coronation bunting	£15.00

Receipts – MAY 2023

02/05/2023	FPI	Stripe payment - Hub desk	9.29
09/05/2023	DC	EDDC - CIL NP	22,738.28
09/05/2023	500044	Gegg & Sons (burial fee)	830.00
09/05/2023	FPI	Herald Advert	75.00
12/05/2023	FPI	Westcountry River Trust (returned LFRG grant)	720.00
12/05/2023	FPI	Herald Advert	500.00
12/05/2023	FPI	Orchard Memorials (burial fee)	45.00
13/05/2023	FPI	Herald Advert	15.00
15/05/2023	FPI	Herald Advert	75.00
18/05/2023	FPI	Heral Advert	11.00

Financial Summary – MAY 2023

Opening balance at 1st April 2023	164,857.47
Receipts	£51,225.23
Total receipts	£216,082.70
less, Payments	£13,345.35
Net balance	£202,737.35

Unpresented cheques	£0.00
Receipts not on statement	£0.00
Balance at Bank	£202,737.35

Budget reports – May 2023

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£686.85
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£27,000.00	£3,581.31
K	Clerks Expenses	£2,000.00	£102.00
L	Office expenses	£1,000.00	£133.92
M	Village Hall Hire	£1,500.00	£248.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,500.00	£445.99
P	Courses, Travel etc	£1,000.00	£0.00
Q	Insurance, Audit, Elections	£2,500.00	£116.20
R	Miscellaneous	£2,500.00	£257.83
S	Herald Printing	£6,000.00	£1,278.00
T	J Morrish	£6,500.00	£0.00
U	Grass and hedge cutting	£2,000.00	£0.00
V	Other Maintenance	£5,000.00	£30.00
W	General tree work inc Candys Field	£3,000.00	£2,340.00
X	Bin emptying	£1,000.00	£298.33
Y	Handyman	£0.00	£0.00
Z	Notice Boards - Maintenance	£5,000.00	£0.00
AA	Play Equipment Mtce	£500.00	£0.00
AB	Lighting in Candy's field	£2,000.00	£276.25
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£15,000.00	£909.81
AD	Flood equipment and Maintenance	£500.00	£38.96
AE	LFRG expenses	£500.00	£0.00
AF	Gulliford Cemetery	£600.00	£0.00
AG	Burial Ground	£12,000.00	£0.00
AH	Youth Club Building Maintenance	£1,000.00	£50.00
AI	YC Utilities	£2,500.00	£353.40
AJ	Website etc	£500.00	£0.00
AK	Adverse weather	£200.00	£0.00
AL	Gully cleaning and jetting	£2,000.00	£0.00
AM	Parishes Together	£1,500.00	£0.00
AN	Community Hub Projects	£4,000.00	£870.00
AO	Cont to repairs to VH Car Park	£500.00	£0.00
AP	DCC Funding	£0.00	£0.00
AQ	YC Recharge	£0.00	£0.00
AR	Emergency funding	£5,000.00	£0.00
AS	Lottery Grant (Jubilee)	£0.00	£0.00
AT	FLOS Playarea refurbishment	0.00	£113.50
	Total	£122,100.00	£11,443.50

	Add VAT		<u>£686.85</u>
	Total		£12,130.35
Date	CIL Budget 2021 - 2023	Budget	Spent
	CIL money from 21/22	52,132	
18/10/2021	3 community picnic benches and 3 seat benches		2,000
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Apr 21-Mar 22	The Hub building maintenance		362
Apr 21 - Mar 22	Herald Printing		5,497
	CIL money c/f	37,307	
	CIL money from 22/23	93,008.52	
	Total	130,315.05	
06/06/2022	CCTV at public toilets		£3,350.00
17/11/2022	Play area and trim trail shortfall in fund raising		£22,000.00
05/01/2023	Burial ground hedge		£1,000.00
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Apr 22 - Feb 23	Public toilets maintenance		£1,806.18
Apr 22-Feb 23	The Hub building maintenance		£1,134.72
Apr 22 - Feb 23	Herald Printing		£5,918.00
05/03/2023	The Hub roof repair		£2,700.00
14/03/2023	Safety fence at The Rag		£1,284.00
	Community notice boards		
	Cliff field ornate kissing gate		

Code	Receipts - Budget Performance 2023-2024	Budget	Actual
F	Precept	48,500.00	24,250.00
G	Council Tax support grant	0.00	0.00
H	CIL	0.00	22,738.28
I	DCC re Candys Field	400.00	0.00
J	Herald Adverts	3,000.00	866.00
K	Burial fees	2,500.00	875.00
L	Lympstone FC re Cliff Field	0.00	0.00
M	Flower beds	0.00	0.00
N	Western power re Wayleaves	10.00	0.00
O	Miscellaneous (eg refunds)	0.00	0.00
P	Website adverts	0.00	0.00
Q	Parishes Together	1,000.00	0.00
R	External Grants	1,000.00	720.00
S	VAT Refund	9,500.00	0.00
T	Youth Club	1,500.00	1,446.95
U	VHMC car park	0.00	0.00
V	MoD Community Covenant	0.00	0.00

W	DCC error	0.00	0.00
X	Community Hub Projects Income	100.00	0.00
Y	Woodbury PC (Gulliford BG grass cutting)	100.00	0.00
Z	Gulliford Burial Ground	0.00	0.00
AA	FLOS	0.00	0.00
	Total	67,610.00	50,896.23
	Allocated balances 31st March 2023	Budget	Spent
	Elections	3000	0
	Reserve for Village hall car park	2000	0
	NP Projects	2000	0
	Works to Youth Club	6455	0
	Public Conveniences	5000	£0.00
	Play area	0	0
	Emergency funding	5000	0
	Field maintenance eg fences, ground repairs	10000	0
	Building funding re Community Purchase	10000	0
	Cil money carried from 21/22	52,132	0
	Cil money carried from 22/23	93,008.52	0
	Total allocated balances	188595.95	0

Lympstone Parish Council: Clerks Action List – May 2023

Month and Minute	Response	Date Actioned
May 22/64.9	Investigate purchasing a new phone for work use.	
Feb 23/5.2	Clerk would arrange a meeting for all to assess Church Road and view the issues.	Tbc
May 23/35	Clerk to scan and send back all declarations of interest form.	22/5
May 23/39	AGAR external auditor forms to be completed.	24/5
May 23/39.5	Clerk put up the public notices and add to the website from 05 th June 2022.	
May 23/39.6	Clerk to let WAL know that a grant of up to £100 had been awarded towards their festival.	23/5
May 23/39.7	Clerk would set up an Edge IT accountancy package for the PCs finances.	25/5
May 23/39.8	Clerk to advertise Cllr vacancies using a simple advert on noticeboards, website.	25/5
May 23/41 Planning Applications	23/0958/FUL - Proposed two-storey extension, porch and alterations including replacement garden terrace at 11 Meadow Close. <i>Recommendation: Object</i>	23/5 send recommendations from LPC to EDDC.
	23/0965/FUL - Conversion of part of garage block outbuilding, workshop and office combined to form accommodation ancillary to Fairlawn House; retention of garage at Fairlawn House Orchard Close. <i>Recommendation: Support</i>	
	22/2410/RES - Application for approval of reserved matters (appearance, landscaping, layout and scale) for the construction of a predominantly single storey dwelling following outline application (20/0933/OUT) (pursuant to the grant of outline planning permission appeal ref APP/U1105/W/21/3282445) at Land South Of Underhill Close. <i>Recommendation: Object</i>	
May 23/43	Clerk would let LFC know the extension to the 10 th June had been granted.	19/5
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
Meeting with Internal Auditor		5/5
Meeting with F&A committee and internal auditor		5/5
Minute		9/5
APM and PC meeting agenda and published		12/5

APM meeting Minutes	18/5
PC meeting Minutes	18/5

23/51 Planning decisions

Date	Planning Application	LPC	EDDC
22/11/22 expires 15/12/22	22/2554/FUL and 22/2555/LBC - Single storey rear extension, alterations to fenestration, installation of 4 x rooflights, replacement of composite slate roof with natural slate roof, erection of ancillary garden structures, removal of existing rooflights and demolition of existing rear extensions at Eleanors	13/12/22 Support	16/3/23 APPROVED
20/5/22 expires 12/6/22	22/0767/FUL - Demolition of the front garden wall and construction of a paved hard standing driveway at 5 Meadow View.	7/6 Support	20/5/23 REFUSED