

**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 Lymptstone 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 Lymptstone 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 Lymptone 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 Lymptone 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.

Lymptone 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 Lymptone 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 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 Lympstone 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: