

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

PRESENT:	
<b>Councillors</b>	D Atkins, S Francis, K Hill, A Lewis, N Linfoot, M Moffatt, J Payne and L Staddon
<b>Clerk</b>	Miss L Tyrrell
<b>County Councillors</b>	R Scott
<b>District Councillors</b>	G Jung
<b>Public</b>	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 4<sup>th</sup> April 2022 (attached).  
Cllr Atkins proposed the minutes of the PC meeting held on the 4<sup>th</sup> April 2022 were accurate. Cllr Staddon seconded. Unan.

*RESOLVED that the minutes of the APM meeting held on the 4<sup>th</sup> 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**

<b>Financial summary 21-22</b>				
<b>Current Account</b>				
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

<b>Financial Summary 22-23</b>		
<b>Current Account</b>		
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 Lympstone 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 Lympstone 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 31<sup>st</sup> July 2021- 30<sup>th</sup> July 2022 and the partial year 31<sup>st</sup> 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 13<sup>th</sup> August 2022, the Charity Commission, informed the Trustees that the Charity had been removed from the Register from 5<sup>th</sup> 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 30<sup>th</sup> 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.