



Chairman: Cllr Nick Linfoot
Tel: 07751 307107

LYMPSTONE PARISH COUNCIL

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

Email: lympstonepc@gmail.com
www.lympstone.org

27th June 2023

To All Members of the Parish Council

You are summoned to attend a meeting of Lympstone Parish Council, to be held **7.30pm on Monday 3rd July 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.
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Miss L Tyrrell
Clerk to the Parish Council

AGENDA

	Public session	7.30
23/54	INFORMATION: Apologies	7.45
23/55	ACTION: Minutes To confirm the minutes of the PC meeting held on the 5 th June (attached pgs. 3 – 9) and the Assets and Amenities committee meeting held on the 19 th June 2023 (attached pgs. 10 - 12)	7.50
23/56	INFORMATION: To receive any Declarations of Interest	7.55
23/57	ACTION: Casual Vacancy – There are three casual vacancies on the PC. It is now up to the PC to co-opt new members. There have been two applications of interest.	8.00
23/58	Clerk's Report (see attachments): ACTION: i) Financial Regulations – To approve the reviewed policy previously circulated. INFORMATION: ii) Finance – Payments / Financial summary / Budget report (attached pgs. 13-16) iii) Clerk's Action List (attached pg. 16)	8.05

23/59	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10
23/60	INFORMATION: Anti-social behaviour – To receive a report and update from the police.	8.15
23/61	DISCUSSION: Memorial planting – Cllr Lewis to report on recommended policies and procedures.	8.20
23/62	<p>ACTION: Planning applications</p> <p>23/1095/LBC - Proposed Replacement Render to Front and Rear Elevations, (Part Replacement Render to Rear Elevation of Haymore Thatch), Proposed Replacement Casement Windows W.7 and W.8, Proposed Replacement 10 Panel Glazed Door D.2, Proposed Replacement Stable Door D.3, and Proposed Replacement Windows and Door to Garden Room at Town Dairy Cottage Church Road.</p> <p>23/0859/LBC - Proposed replacement steps (between C18 cottage and C19 rear extension) including alterations to realign partition and reposition bathroom door at Town Dairy Cottage Church Road.</p> <p>23/1194/LBC - Remove a contemporary partition within the upstairs master bedroom and provide an en-suite to second bedroom at first floor, and installation of vent slate on north elevation at 2 Nutwell Cottages Exmouth Road.</p> <p>23/1259/FUL - Provision of silage clamp at Thorne Farm, Exmouth Road.</p>	8.25
23/63	INFORMATION: Planning decisions (attached pg. 16)	8.30
23/64	<p>INFORMATION: Reports of Committees Any reports requiring a decision are attached.</p> <p>Assets and amenities committee - Cllr Atkins (C), Cllr Hill, Cllr Staddon. Cllr Atkins to report on the committee meeting including the VH room hire agreement and the two vacancies for a maintenance man and play equipment inspector. Cllr Lewis to update on a weed day in September in the Parish.</p> <p>Planning and transport committee - Cllr Linfoot (C), Cllr Francis (VC), Cllr Moffatt. Cllr Francis to report on the EDDC webinar held on 15th June 23.</p> <p>Community committee - Cllr Linfoot (C), Cllr Staddon (VC), Cllr Francis, Cllr Payne. Cllr Payne to update on the history box in the newly adopted BT telephone box and Cllrs to agree the next action. Cllr Payne to report on the consultation for The Hub rebuild held on the 19th June 23 and agree a budget for full plans towards a planning application and obtaining building quotes.</p>	8.35
23/65	DISCUSSION: Items for the next Agenda	8.40

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 5TH JUNE 2023.**

PRESENT:	
Councillors	D Atkins, S Francis, K Hill, A Lewis, M Moffatt, J Payne and L Staddon (Acting Chairman)
Clerk	Miss L Tyrrell
County Councillors	J Trail and R Scott
District Councillors	None
Public	12 members

Public session

Cllr Staddon was acting Chairman for the meeting and welcomed all present.

A member of the public asked to speak on a planning application. Cllr Staddon asked for any planning issues to be raised at the time of the planning item on the agenda.

A resident queried the double yellow lines public consultation and when was it going to be discussed. Cllr Francis explained that the public consultation had now closed. The resident felt the proposal was a waste of money as no one should be parking on road junctions regardless. County Cllr Scott explained the public consultation was for the public to share their views and the requests would have initially come from residents. He added that any resident could submit their own recommendations of either adding or removing yellow lines to Highways to be considered.

23/45 Apologies

Cllr N Linfoot and District Cllr G Jung due to annual leave.

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

RESOLVED that the Apologies were approved by the PC.

23/46 Minutes

Cllr Atkins proposed the minutes of the APM meeting held on the 18th May were accurate Cllr Lewis seconded. Unan.

RESOLVED that the minutes of the APM meeting held on the 18th May 2023 be confirmed as a correct record and signed by the Chairman.

Cllr Atkins proposed the minutes of the PC meeting held on the 18th May 2023 were accurate and congratulated the Clerk on her minutes. Cllr Francis seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 18th May 2023 be confirmed as a correct record and signed by the Chairman.

23/47 To receive any Declarations of Interest

Cllr Atkins declared a personal interest with planning application 23/1079/OUT.

This was recorded in the book.

23/48 Clerk's Report:

23/48.1 Standing Orders and Code of Conduct Policies.

Cllr Atkins proposed to approve the reviewed standing orders and code of conduct policies.

Cllr Hill seconded. Unan.

RESOLVED that the reviewed standing orders and code of conduct were approved.

23/48.2 Sponsorship/memorial benches policy

Cllr Hill proposed to accept and approve the memorial bench policy and review in a years' time. Cllr Staddon seconded. Unan.

RESOLVED that the Memorial bench policy be adopted and implemented.

23/48.3 Finance – Payments / Financial summary / Budget report.

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

RESOLVED that the following payments be approved:

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
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 fund raising		£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
	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

23/48.4 Clerk's Action List

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

23/49 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

Cllr Staddon read her report:

On Saturday the 3rd June, I had the pleasure of attending the first Lympstone Wildlife Festival. Being involved in this as a villager and helping on both the Citizen Science and the School stall, gave me the chance to see community engagement at its best.

So many different stalls, all locally based, giving an insight into everything from local garden bird counts, local honey, wildflower naming and music workshops.

There was also the chance to get inspired by Wildlife talks, which included a talk on trees by Andy without his Cllr hat on, thank you Andy, this was a great talk, the Q & A time brought up some great ideas.

Fantastic cakes with tea and talks from the head of Devon Wildlife Trust and an incredible interview with Mary Truell.

A big thank you to Lympstone Wildlife Team, Rebecca Abrahams, Mary Turner, Sally Burton, Judy Joss and especially to Mary with her ever passion and drive to help encourage us all to become more engaged, aware, and grateful for our local environment.

So many local people coming together, enthused by everything 'Wildlife', what a fabulous day.

County Cllr Trail had attended the wildlife festival and mirrored Cllr Staddon's thanks for such a successful event on Saturday. He did ask that in future, groups avoided hosting events on the same day. He hoped that the festival gained interest and had asked one of the exhibitors to join the EEMP forum. He explained that he had attended the Police Crime Commissioner meeting with Cllr Hill last week. It was a busy event with Crimestoppers and voluntary groups having a greater role. He handed out information to the PC to share. Cllr Trail updated all present with the Goodmores development. He explained that there had been a few issues and in the very dry weather there was

now a full-time road sweeper to wash and keep the Highways clean. He had asked the developers to send all local residents a letter of apology.

County Cllr Scott explained that regarding the Dinan Way link road, DCC had sent a compulsory land purchase order. Once achieved the new link project would begin. He added that County Cllrs could support and advise ways to spend CIL money received to benefit the community eg pavements, 20mph speed limit.

23/50 Planning applications

23/0847/FUL - Proposed dwelling and off road parking and double garage within the garden at Meadowgate.

Residents raised the following issues with this planning application:

- Outside BUAB.
- Encroaches strip of wildlife along Wotton Brook that should be preserved.
- Adjoins listed buildings to a detrimental effect.
- Busy public footpath alongside proposed to be used as access to site. Insufficient space to allow a shared drive. Pedestrians have a right over vehicles.
- Not all neighbours were given notice.
- Statutory planning notice was displayed in a discreet location down the footpath.
- In the conservation zone.
- Detrimental to the surrounding area.
- Overdevelopment of site.
- Proposed garage feels like a commercial building.
- Not a brown field site.
- Pinch point of access to Highway along a busy village through road.
- Concerns of the dangers of delivery drivers/refuse collectors accessing site along a footpath.

Cllr Lewis explained the ecology report was out of date, it was carried out pre-drawings of plans. He felt a new ecology report should be submitted. Cllr Francis felt the previous concerns raised by the PC had still not been addressed. Cllr Hill strongly objected due to the serious issues with access to the site and the misleading information provided. Cllr Atkins had visual concerns to the Highway. Cllr Staddon proposed to object. Cllr Payne seconded. Unan.

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

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.

Residents raised the following issues:

- Flooding concerns with properties further down due to additional water into the water course.
- Past planning application had been refused due to high flood risk.
- Access to site is a narrow single road, poor access. No passing spaces or pavement.
- Birds identified and habituated on the site were on the red/amber list and protected.

Cllr Lewis felt the ecology impact was negative and would cause a too big impact. Cllr Francis was concerned with the flooding issues and the limited access to the site. Cllr Staddon proposed to object to the planning application. Cllr Lewis seconded. Unan.

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

23/0861/LBC - Replace existing UPVC lean-to wall with glass and timber at Rose Cottage.

Cllr Lewis proposed to support the planning application. Cllr Staddon seconded. Unan.

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

23/1074/FUL - Proposed steel frame building for relocation of Garden Centre restaurant and retail space (Class E) at Kings Garden Centre.

Cllr Lewis felt the garden centre had just had a new storage building erected and to now extend the shop and restaurant would add footfall detrimental to the surrounding trees and increase access issues.

Cllr Atkins proposed to support the planning application. Cllr Staddon seconded. Cllr Francis, Moffatt and Payne also supported. Cllr Lewis objected and Cllr Hill abstained.

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

23/51 Planning decisions

RESOLVED that the EDDC decisions were noted.

23/52 Reports of Committees

Finance and Advisory Committee - Cllr Hill (C), Cllr Atkins (VC), Cllr Payne.

Cllr Hill reported that the PC was progressing to online banking.

Assets and amenities committee - Cllr Atkins (C), Cllr Hill, Cllr Staddon.

Cllr Atkins reported that the gates to the burial ground were fitted and would be finished being painted in the next couple of days. Mr Morrish would be straightening them. Cllr Atkins added that the use of the public toilets had increased due to the Exe Estuary Trail and felt DCC should provide funding towards this.

Cllr Hill explained that the Church car park lease would be held by the Exeter Diocesan Board of Finance on behalf of the Lymptstone Parish Parochial Church. The lease was currently with the Church's solicitor. A resident raised a concern of the trees failing in Front Meadow through lack of water.

Cllr Hill explained that he had invited representatives from the Village Hall trustees to a meeting with representatives from the PC but they had declined.

Environment committee - Cllr Staddon (VC), Cllr Francis, Cllr Moffatt.

Cllr Staddon reported that there was a vacancy on the Gulliford Joint Committee and asked all Cllrs for a new representative. Cllr Lewis explained he would attend the next meeting as an observer.

Planning and transport committee - Cllr Linfoot (C), Cllr Francis (VC), Cllr Moffatt.

Cllr Francis explained that she would be attending an EDDC webinar on 15th June regarding the next steps of the East Devon Local Plan review. She would report back to the PC what was discussed.

Cllr Hill explained that Exmouth Town Council was keen to meet LPC regarding future planning developments. He wanted to propose that developers should consider donating a property to the PC, to assist with affordable housing in the Parish, in exchange for large developments. Cllr Atkins seconded a community gain was a reasonable idea to consider.

Community committee - Cllr Linfoot (C), Cllr Staddon (VC), Cllr Francis, Cllr Payne.

Cllr Payne reported the costs for a history box in the newly adopted BT telephone box. She had spoken to the company who provided all the equipment and add recordings (up to 95 voices) would be £895 plus VAT. She felt that additional work would be necessary to complete the transformation and would approximately cost £1,500. Cllr Lewis raised the issue of vandalism and how robust the equipment was. Cllr Atkins asked to consider and find out if the electric there would be enough to run the facility.

Cllr Payne reported that a date for a consultation for The Hub rebuild would be hosted on the 20th June at The Hub building. She would be inviting representatives from the Village Hall, Primary and Pre School, Youth Club leader, the Church Rector and Mrs Russell to attend. There would be a letter drop to immediate neighbours surrounding Candy's Field.

23/53 Items for the next Agenda

The Clerk kindly reminded all Cllrs that if they wanted to report on an item, she must receive notice at least ten days before a meeting to add it to the agenda. All discussion must be recorded on the agenda to inform all Cllrs and members of the public in advance.

Meeting closed: **20.47pm**

Chairman:

Date:

Assets and Amenities Committee meeting
Monday 19th June 2023 at 6pm in the Meeting Room of Lympstone Village Hall

Present: Councillors Atkins (Chair), Hill, Staddon, Lewis, Linfoot and Francis.

No public present

23/25. Apologies PC Clerk Lucy Tyrrell

23/26 Minutes approved at last full Parish meeting, noted.

23/27 Public Conveniences

Discussion on the running costs, which were over £12000 last financial year. Over £4500 of this cost was repairs to damage and installation of CCTV.

Councillor Atkins hoped this would not be replicated this year, but stated that the running costs were far in excess of similar toilets in Woodbury. Toilet paper costs were over double, and all agreed the Exe Estuary Trail running through the village was responsible for the extra costs.

Councillor Atkins recommended that we report back to full PC meeting with a proposal that the Clerk write to both EDDC and DCC asking for a £1000 (each) towards the running costs.

The overhanging trees from Dr Telfers garden are starting to affect the roof of the toilets.

Councillor Atkins to approach Dr Telfer to discuss trimming back the trees. If he is in agreement, the Clerk will write to EDDC to ask they trim the trees back (they overhang the car park, maintained by EDDC).

23/28. Nettles behind preschool require trimming.

In hand Mr Morrish has been asked to complete this, and will move the goalposts and complete ASAP.

23/29. Candy's Field play equipment

A weekly inspection is required (insurance requirements).

Discussion took place as to role requirements and experience. Councillor Lewis stated that it was important that it was an experienced person, who should be properly trained. Councillor Atkins pointed out that some of the wood was already splitting and this should be monitored.

Action. Councillor Linfoot to liaise with the Clerk to both check the required frequency of the inspection regime, and prepare an advert for a suitable candidate to inspect the play equipment.

23/30 Jubilee Oak in Candy's Field

Councillors Lewis and Atkins agreed that sadly this Oak is dead. It was noted that although watered regularly, it was planted at the wrong time of year and did not have a chance to establish.

Councillor Atkins proposed that the clerk be asked to write to EDDC re a replacement, seconded Councillor Hill, Unanimous.

23/31. Lympstone cemetery

RBL are yet to supply the specifications for the path. It was believed that they had quoted for a path 1.2 metres wide, the current path is 1.1 metres wide. Correct width to be confirmed, RBL will supply the specifications they have quoted for. Councillor Linfoot will obtain two further quotes.

It has been noticed that people (believed parents cutting through) have started to use a cut through from the Luptons orchard through a gap in their hedge and then through the cemetery. Councillor Atkins was concerned that this would create a right of way. Councillor Linfoot suggested repairing the fence, Councillor Atkins stated that there is a footpath through the new development and stops at the burial ground hedge on the Eastern side.

Action Councillor Atkins will discuss with Penny Lupton her views of people creating a short cut through the Orchard and report back.

23/32. Room hire costs Village Hall.

Councillor Atkins explained the history of the present agreement that ends in July. The PC agreed to place £500 a year in a fund allocated for repair of the car park. For this the PC received 12 free meetings a year (3 hrs a month at £8 an hour =£24).

The Village Hall have written to the PC pointing out that the agreement ends in July, and the PC need to start paying for the rooms. (See Appendix 1)

After a long discussion it was agreed to ask the full PC to decide between two proposals:-
A) Request the that the Village Hall extend the current agreement for the £500 a year into a fund.

B) We start to pay for room hire, price is rising, so 11 meetings a year would cost £330.

23/33. Weeds in village streets and pavements

Councillor Atkins stated that there are several areas around the village where weeding is required.

A discussion re when and how any action takes place agreed that September would be a good month to promote a day of action.

Action Councillor Lewis to discuss with Rebecca (wild Lympstone) their involvement, and possible long-term solutions avoiding chemical weedkiller, and report back.

23/34 Items for next agenda

Quotes for cemetery pathway
The gap in the hedge in the cemetery
Third quote re the Lime trees in Avenue Field

Meeting closed 7.30pm

Chairman:

Date:

Appendix 1:

11th April 2023

Hi Lucy

Just to advise that the agreement made in 2018 between LVH and LPC, granting the Parish Council free use of the village hall's facilities for 5 years, runs out in July 2023. You will be aware that the agreement stemmed from the re-surfacing and re-lining of the village hall car park, paid for in full by LPC. The village hall's share of the costs of re-surfacing were calculated to be £2,340 (or 18% of the total cost of £13,000). LVH did not pay this, instead granting LPC 5 years' free use of the hall's facilities.

With effect from the LPC meeting scheduled for 4/9/23, the "village rate" of £8 per hour will be charged for the Meeting Room facility, and £12 per hour for booking the Main Hall.

Please let me know if you have any questions.

Kind regards

*Steve Morgan
Treasurer, LVH CIO*

23/48 Clerks Report

Finance - Payments / Financial summary / Budget report

Payments – JUNE 2023

05/06/23	3179	EDGE IT systems Ltd - 5 year package	£1,071.60
05/06/23	3180,81,82	Staff costs	£2,834.35
05/06/23	3183	Optima Graphics Topsham Ltd - Invoice No: 27403	£568.00
05/06/23	DD	EDF ENERGY REFERENCE: 671024465401 (Toilets)	£88.00
15/06/23	3184	Source for business - Toilets 16/2/23-16/5/23	£123.03
15/06/23	3185	Reformed Plastics (UK) Ltd (3 new benches)	£1,800.00
15/06/23	3186	LVHCIO - Inv-0749 (com hub lunches) Inv-0768 (AAC meet)	£76.00
15/06/23	3187	J Cowe - Toilets cleaning May 23	£465.00
15/06/23	3188	East Exe Electrical Ltd Inv: 2745 (Youth Club)	£204.00
15/06/23	3189	Martyn Skinner - Inv: MJS2100A, MJS2140	£1,437.50
15/06/23	DD	EDF ENERGY REFERENCE: 671079829166 (YC)	£134.00
15/06/23	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£52.00
15/06/23	DD	EDF ENERGY CUST PLC REFERENCE: 9208111111 (Candys field)	£152.37
26/06/23	DD	EDF ENERGY REFERENCE: 671079829135 (YC)	£245.38

Receipts – JUNE 2023

04/06/2023	FPI	Herald Advert	7.00
14/06/2023	FPI	Herald Advert	25.00
14/06/2023	FPI	Herald Advert	250.00

Financial Summary – JUNE 2023

Opening balance at 1st April 2023	164,857.47
Receipts	£51,507.23
Total receipts	£216,364.70
less, Payments	£22,596.58
Net balance	£193,768.12
Unpresented cheques	£0.00
Receipts not on statement	£0.00
Balance at Bank	£193,768.12

Budget reports – June 2023

Expenditure			
Code	Item	Budget	Spent
G	VAT	£5,000.00	£1,239.19
H	S137	£100.00	£0.00
I	Other Grants	£1,000.00	£0.00
J	Clerk's Salary	£27,000.00	£6,301.06
K	Clerks Expenses	£2,000.00	£204.00
L	Office expenses	£1,000.00	£146.52
M	Village Hall Hire	£1,500.00	£324.00
N	Chairman's Allowance	£200.00	£0.00
O	Subs	£1,500.00	£1,338.99

P	Courses, Travel etc	£1,000.00	£0.00
Q	Insurance, Audit, Elections	£2,500.00	£116.20
R	Miscellaneous	£2,500.00	£1,757.83
S	Herald Printing	£6,000.00	£1,846.00
T	J Morrish	£6,500.00	£0.00
U	Grass and hedge cutting	£2,000.00	£0.00
V	Other Maintenance	£5,000.00	£1,467.50
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	£421.00
AC	Toilets inc: wages, consumables, rates, elec, utilities, repairs	£15,000.00	£2,025.29
AD	Flood equipment and Maintenance	£860.00	£38.96
AE	LFRG expenses	£860.00	£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	£220.00
AI	YC Utilities	£2,500.00	£763.21
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	£1,635.00
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	£122,820.00	£21,357.39
	Add VAT		£1,239.19
	Total		£22,596.58
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 fundrasing		£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 maintenace		£1,806.18
Apr 22-Feb 23	The Hub buiding maintence		£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
15/06/2023	Cliff field ornate kissing gate and burial ground gate		£1,437.50
15/06/2023	Two new benches in Front Meadow		£900.00
	Community notice boards		

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	1,148.00
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	51,178.23
	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 Conviences	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	14,825
	Cil money carried from 22/23	93,008.52	42,090.73
	Total allocated balances	188595.95	56,915.73

Lympstone Parish Council: Clerks Action List – June 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, 8/6
May 23/39.8	Clerk to advertise Cllr vacancies using a simple advert on noticeboards, website.	25/5. --/6
23/48.1 23/48.2	Approved Standing Orders, Code of Conduct Policies and Memorial benches policies to be added to the website.	12/6
June 23/50 Planning Applications	23/0847/FUL - Proposed dwelling and off road parking and double garage within the garden at Meadowgate. <i>Recommendation: Object</i>	7/6 send recommendations from LPC to EDDC.
	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. <i>Recommendation: Object</i>	
	23/0861/LBC - Replace existing UPVC lean-to wall with glass and timber at Rose Cottage. <i>Recommendation: Support</i>	
	23/1074/FUL - Proposed steel frame building for relocation of Garden Centre restaurant and retail space (Class E) at Kings Garden Centre. <i>Recommendation: Support</i>	
	23/1086/FUL - Provision of replacement livestock building retrospective at Thorne Farm. <i>Recommendation: Support</i>	13/6
June 23/52	Clerk to draft a letter to group representatives and residents regarding the Hub rebuild public consultation.	10/6
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
PC meeting		5/6
Minutes		6/6
Defibrillator reports online x2		5/6
Herald report		6/6
Hand delivered letters to surrounding properties of Candys Field re The Hub public consultation		10/6
Assets and Amenities committee meeting published		13/6
PC agenda published		27/6
LT and NL meet with CTCRM		29/6
Meet with Neil (Fitzpatrick Woolmer Noticeboards)		30/6

23/51 Planning decisions

Date	Planning Application	LPC	EDDC
2/12/22 expires 25/12/22	22/2619/FUL - Retrospective permission sought for erection of timber boundary fence at 3 Charles Court	21/12/22 Support	23/6/23 APPROVED