

**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 Lympstone 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: