



LYMPSTONE PARISH COUNCIL

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26th September 2023

To All Members of the Parish Council

You are summoned to attend a meeting of Lymstone Parish Council, to be held **7.30pm on Monday 2nd October 2023 in the Meeting Room at the Village Hall.** The business to be transacted is set out below.

Members of the Public are cordially invited to attend.

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

Miss L Tyrrell
Clerk to the Parish Council

AGENDA

	Public session	7.30
23/82	INFORMATION: Apologies	7.45
23/83	ACTION: Minutes To confirm the minutes of the PC meeting held on the 4 th September (attached pgs. 3 – 17)	7.50
23/84	INFORMATION: To receive any Declarations of Interest	7.55
23/85	Clerk's Report (see attachments): ACTION: i) Asset Register Policy and Complaints procedure policy – to agree and approve LPC's policies previously circulated to all Cllrs. ii) Grant request - for Lymstone Advent Trail (Attached pg. 18) iii) Grant request from Life Education for support at Lymstone Primary School PSHE curriculum (if received). iv) Annual grant request from Lymstone History Society – Cllrs to approve this payment. (Pg. 19) INFORMATION: v) Finance – Payments / Financial summary / Budget report (attached pg. 19 - 22)	8.00

	vi) Clerk's Action List	
23/86	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10
23/87	ACTION: Planning applications 23/1913/FUL - Construction of rear single storey infill extension and first floor balcony at Trelissa Courtlands Lane. 23/1904/FUL - Proposed new roof, incorporating dormer windows to North and South elevations. Insertion of a new double hung sash window in proposed West elevation at 12 Harefield Cottages, The Strand. 23/1944/FUL - Demolition of part of the boundary wall and construction of a new vehicular access with driveway and entrance gate at Limestones, Wotton Lane. 23/1806/FUL - Rear flat roof dormer and front velux roof balcony at 2 Hillside Cottages, Underhill.	8.15
23/88	INFORMATION: Planning decisions (Pg. 23)	8.25
23/89	INFORMATION: Reports of Committees ACTION: Committee members – To announce the committee members, Chair and Vice Chair previously circulated. Cllr Minter to report on future Committee meeting structure. Any reports requiring a decision are attached. Assets and amenities committee - Cllrs to discuss the provision of a business notice board under the railway arch. Cllr Lewis to recommend the planting and siting of possible two new trees in Candys Field: A replacement for TPO Oak tree and (2) A replacement for Queens Jubilee. Cllr Lewis to report on: the next phase of the Avenue tree pollarding, the Beech tree in the cemetery and the trees along the tennis courts in Candys Field. Environment committee – Cllr Staddon to report on the EEMP forum. Community committee – Cllr Hill to report on the PCC meeting. Cllr Hill to report on the VHCIO AGM. Cllr Payne to report an update regarding the Hub building.	8.30
23/90	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 4th SEPTEMBER 2023.**

PRESENT:	
Councillors	D Atkins, S Culhane, S Francis, K Hill, N Linfoot (Chairman), A Minter, M Moffatt and L Staddon
Clerk	Miss L Tyrrell
County Councillors	J Trail and R Scott
District Councillors	B Ingham and G Jung
Public	5 members

Public session

The Chairman welcomed all present and invited members of the public to speak.

Mrs Lyons explained that there had been a great response to an open garden event next June. The Lympstone Garden festival would take place over the weekends 8th/9th June and 15/16th June 2024. There had been eight gardens confirmed (more gardens were welcomed) with a planned front garden and scarecrow trail around the Parish. All funds raised would be for Lympstone and Exmouth Hospiscare. She requested the PC for support and asked if parking could be allowed in Avenue Field for visitors. Hospiscare had considerably supported the advertising and marketing for the event, provided risk assessments and insurance. The Chairman explained that the parking should not be an issue unless wet weather prevented using the field.

A resident from Longbrook Lane spoke about the closure of Courtlands Lane for gas works. The diversion in place had increased the traffic flow, including HGVs along Longbrook Lane which was not a suitable road. He had damage to his front wall from the increased traffic flow along this narrow road. He highlighted that his property was a listed building. County Cllr Trail explained that he would take these concerns back to the Highways Officer to investigate. County Cllr Scott gave the resident his contact details for further discussions.

23/69 Apologies

Cllr J Payne due to work commitments.

Cllr A Lewis due to a health issue.

Cllr G Jung due to another meeting but hoped to attend the meeting later.

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

RESOLVED that the Apologies were approved by the PC.

23/70 Minutes

Cllr Atkins proposed the minutes of the PC meeting held on the 3rd July were accurate. Cllr Culhane seconded. Unan. Cllr Moffatt abstained.

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

Cllr Francis proposed the minutes of the PC meeting held on the 17th July were accurate. Cllr Minter seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 17th July 2023 be confirmed as a correct record and signed by the Chairman.

23/71 To receive any Declarations of Interest

None.

23/72 Casual Vacancy

The Chairman explained that there had been one application of interest.

Cllr Linfoot proposed that Mr Gale-Hasleham was co-opted onto the PC with immediate effect. Cllr Atkins seconded. Unan. Mr Gale-Hasleham joined the PC. He signed and read out loud the declaration of acceptance of office and declaration of acceptance of the code of conduct.

RESOLVED that Mr Gale-Hasleham was co-opted on to the PC with immediate effect.

23/73 Clerk's Report

23/73.1 Correspondence received.

The Clerk read the correspondence received from County Cllr Trail:

21st Aug 23

Good morning Lucy,

Hope all is well with you all at Lympstone Parish Council.

I am writing to ask if the Parish Council would like to have a place on the Exe Estuary Management Partnership, as it would appear that Lympstone Fishery and Harbour Association who are members, have not attended or contributed since 2021-2022 financial year. The Partnership has tried to engage with the Association but without success.

May I draw your attention to the attachment and please raise it with the Chairman and Members of Lympstone Parish Council as we feel the Parish should be given the opportunity to be apart of this very important Partnership.

Should you require further details please feel free to contact either Steph or myself.

All the very best.

Kind regards,

DCC Cllr Jeff Trail BEM

Chairman Exe Estuary Management Partnership

Cllr Atkins proposed that LPC should join the EEMP and pay the £500 membership fee. Cllr Linfoot seconded. Unan.

RESOLVED that LPC would become members of the EEMP and pay the full £500 membership fee.

Cllr Hill stated that both him and Cllr Staddon had attended EEMP forums and found the information very useful. He fully supported more involvement. Cllr Minter felt the environment and community committees would be best suited to corresponded with the EEMP.

23/73.2 2022/23 AGAR Section 3

The Clerk presented the Notice of Conclusion of Audit, external auditor report and certificate with no issues identified. She explained that the notice had already been published. Cllr Atkins proposed the documentation was noted and congratulated the Clerk on all her hard work to get this done. Cllr Linfoot seconded. Unan.

RESOLVED that the Notice of Conclusion of Audit, external auditor report and certificate was noted by the PC.

The Clerk highlighted the fact that the new financial package system was complicated and asked all Cllrs for their patience with her delivery of reporting finances to the PC.

23/73.3 PC Laptop

The Clerk explained how slow and inconsistent the PCs laptop had become. She presented the previously circulated report to all Cllrs from the webmaster with recommendations of a new laptop.

Cllr Linfoot proposed a budget of up to £800 to purchase a new PC laptop. Cllr Staddon seconded. Unan.

RESOLVED that up to £800 was allocated to purchase a new PC laptop.

23/73.4 Grant request from the film society

Cllr Atkins proposed that up to £100 was allocated to Lymptone film society's grant application for the conversion of old film to new. It was paramount to conserve this historical documentation. Cllr Minter seconded. Unan.

RESOLVED that up to £100 was awarded to Lymptone Film Society.

23/73.5 Finance

Cllr Atkins explained he would like a finance committee meeting to look at the new financial package in more detail. Cllr Minter asked the Clerk for a brief meeting to clarify a couple of queries regarding the reporting of accounts.

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

RESOLVED that the following payments be approved:

July 2023 Bank Account Reconciled Statement

Current Account

Statement Number	4	Bank Statement No.	4
Statement Opening Balance	£193,769.10	Opening Date	01/07/23
Statement Closing Balance	£190,228.75	Closing Date	31/07/23
True/ Cashbook Closing Balance	£187,467.75		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)
03/07/23	3190, 3191, 3192	Staff Costs	2,838.66	0.00
03/07/23	3193	Bagwells Ltd	418.81	0.00
03/07/23	3194	Castle CCTV Ltd	115.50	0.00
03/07/23	3196	D.G. Atkins	66.15	0.00
04/07/23	DD 4/7/23 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00
07/07/23	3197	Lymptone Village Hall CIO	60.00	0.00
07/07/23	3198	Optima Graphics Topsham Ltd	710.00	0.00
11/07/23	FPI	Herald Advert	0.00	15.00
14/07/23	500066	Multiple Suppliers/ Customers	0.00	472.54
17/07/23	3199	Lymptone Village Hall CIO	30.00	0.00

17/07/23	3200	Mrs Jo Cowe	915.00	0.00
17/07/23	DD 17/7/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00
17/07/23	DD 17/7/23 CF	EDF Energy Ref: 9208111111 (Candys Field)	148.77	0.00
17/07/23	DD 17/7/23 YC 166	EDF Energy Ref: 671079829166 (YC)	134.00	0.00
17/07/23	FPI	Herald Advert	0.00	10.00
18/07/23	FPI	Herald Advert	0.00	25.00
19/07/23	FPI	Herald Advert	0.00	25.00
21/07/23	FPI	Herald Advert	0.00	450.00
24/07/23	FPI	M Sillifant & Sons	0.00	1,106.00

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00	
03/07/23	3195	J. Morrish	2,760.00	
		Total uncleared and unrepresented	2761.00	0.00

August 2023 Bank Account Reconciled Statement

Current Account

Statement Number	5	Bank Statement No.	5
Statement Opening Balance	£190,228.75	Opening Date	01/08/23
Statement Closing Balance	£181,298.01	Closing Date	31/08/23
True/ Cashbook Closing Balance	£178,576.48		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)
03/07/23	3195	J. Morrish	2,760.00	0.00
01/08/23	3201	Workwear Express	106.62	0.00
01/08/23	3202, 3203, 3204	Staff Costs	2,863.95	0.00
04/08/23	DD 4/8/23 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00
08/08/23	3205	Optima Graphics Topsham Ltd	568.00	0.00
08/08/23	3206	PKF Littlejohn LLP	756.00	0.00
08/08/23	3207	Hilton Barnfield Architects	600.00	0.00
08/08/23	3208	J & S Forestry	340.80	0.00
08/08/23	3209	Lympstone Village Hall CIO	60.00	0.00
15/08/23	DD 15/08/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00
15/08/23	DD 15/08/23 YC 166	EDF Energy Ref: 671079829166 (YC)	134.00	0.00
15/08/23	DD 15/8/23 CF	EDF Energy Ref: 9208111111 (Candys Field)	152.37	0.00
22/08/23	3211	Lympstone Village Hall CIO	302.00	0.00

22/08/23	3214	Exmouth Drain Cleaning	95.00	0.00
30/08/23	FPI	Herald Advert	0.00	15.00

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00	
22/08/23	3210	Zurich Municipal	1,620.53	
22/08/23	3212	Devon Wildlife Consultants	1,100.00	
Total uncleared and unrepresented			2721.53	0.00

Budget Headings View: 1st April – 31st August 2023

Heading no <u>Income</u>	Committee	Description	2023/24	Actual Net
10	COUN	Precept	£48,500.00	£24,250.00
15	COUN	CIL	£0.00	£22,738.28
20	COUN	DCC re Candys Field	£400.00	£0.00
25	COUN	Herald Adverts	£3,000.00	£2,017.00
30	COUN	Burial Fees	£2,500.00	£1,981.00
35	COUN	Lymp FC	£0.00	£0.00
40	COUN	Flower Beds	£0.00	£0.00
45	COUN	Wayleaves	£10.00	£7.54
50	COUN	Misc	£0.00	£465.00
55	COUN	Web adverts	£0.00	£0.00
60	COUN	Parishes Together	£1,000.00	£0.00
65	COUN	External grants	£1,000.00	£720.00
99	COUN	VAT refund	£9,500.00	£0.00
70	COUN	YC Rech	£1,500.00	£1,446.95
75	COUN	VHMC	£0.00	£0.00
80	COUN	MoD Comm Cov	£0.00	£0.00
85	COUN	DCC error	£0.00	£0.00
90	COUN	Community Hub	£100.00	£0.00
95	COUN	Woodbury PC	£100.00	£0.00
100	COUN	Guildford BG	£0.00	£0.00
105	COUN	FLOS	£0.00	£0.00
<u>Expenditure</u>				
1000	COUN	Confidential	£27,000.00	£11,385.81
1005/1	COUN	Confidential	£2,000.00	£408.00
1015	COUN	Village Hall hire	£1,500.00	£776.00
1020	COUN	Chairman's Allowance	£200.00	£0.00
1025	COUN	Subscriptions	£1,500.00	£2,785.90
1030	COUN	Courses, travel etc	£1,000.00	£0.00

1035	COUN	Insurance, Audit, Electricity	£2,500.00	£746.20
1040	COUN	Misc	£2,500.00	£1,823.98
1045	COUN	Herald Printing	£6,000.00	£3,124.00
1050	COUN	J Morrish	£6,500.00	£2,760.00
1055	COUN	Grass cutting	£2,000.00	£0.00
1060	COUN	Other maintenance	£5,000.00	£1,751.50
1065	COUN	General tree work	£3,000.00	£2,340.00
1070	COUN	Bin emptying	£1,000.00	£298.33
1075	COUN	Handyman	£0.00	£0.00
1080	COUN	Notice boards - maintenance	£5,000.00	£0.00
1085	COUN	Play equipment	£500.00	£0.00
1090	COUN	Lights in CF	£2,000.00	£708.88
1095	COUN	Toilets	£15,000.00	£3,657.84
1100	COUN	Flood equip maintenance	£860.00	£38.96
1105	COUN	LFRG expenses	£860.00	£88.85
1110	COUN	Gulliford cemetery	£600.00	£0.00
1115	COUN	Burial Ground	£12,000.00	£0.00
1120	COUN	YC Maintenance	£1,000.00	£920.00
1125	COUN	YC Utilities	£2,500.00	£1,247.02
1130	COUN	Website etc	£500.00	£0.00
1135	COUN	Adv Weath	£200.00	£0.00
1140	COUN	Gully Emptying	£2,000.00	£0.00
1145	COUN	Parishes Together	£1,500.00	£0.00
1150	COUN	Hub Projects	£4,000.00	£2,851.67
1155	COUN	Cont VH Car Park	£500.00	£0.00
1160	COUN	DCC / DCF Funding	£0.00	£0.00
1165	COUN	YC Recharge	£0.00	£0.00
1170	COUN	Emergency Fund	£5,000.00	£0.00
1175	COUN	Lottery Grant (Jubilee)	£0.00	£0.00
1180	COUN	FLOS	£0.00	£113.50
2000	COUN	S137 Funding	£100.00	£0.00
2010	COUN	Other Grants	£1,000.00	£0.00
9999	COUN	VAT Payments	£5,000.00	£0.00
1005	COUN	Confidential	£3,000.00	£932.38
1005/2	COUN	Confidential	£1,000.00	£524.38
Income Total			£67,610.00	
Expenditure Total			£122,820.00	

23/73.6 Clerk's Action List

The Clerk presented her action list and highlighted the fact that someone else was needed to check the defibrillator if she was on annual leave or ill.

Cllr Minter recommended more volunteers should be considered to do this.

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

The Chairman permitted the following item to be brought forward:

23/76 20 is Plenty

Cllr Linfoot read his report:

In March 2022, the PC applied for the opportunity to have a 20mph limit in the village. Part of that process was to seek the support of the village and in only a few days we received over 120 replies, all in support.

125 villages applied for the funding to support the process, and four were awarded the funding (£100,000 was available, approximately £25000 for each village).

Lympstone was not successful in this application (only two recorded incidents in three years, and extremely low on the national deprivation index).

Parish Councils can fund the process, however in September 2022 the Council voted against going forward with an application and paying for it.

In June and July this year, Councillor's Staddon, Payne and Linfoot attended an online seminar run by Adrian Berendt of the '20 is plenty' campaign (South West representative).

Two statistics he mentioned were: -

If traffic travels 1mph slower, it reduces risk of collision by 6%

If a pedestrian is in a collision with a vehicle there is a 20% chance of being killed at 30mph. At 20mph this reduces to 2.5%. (It rises to 50% at 35mph).

Mr Berendt was keen that PC's pass a motion supporting a 20mph limit across the village and inform Devon County Council of this support. This is to create a groundswell of support that should eventually reach the appropriate Government department.

Almost all the Councils represented at the seminar were in the same position as Lympstone, in that they too had applied for last year's opportunity to lower speed limits and were not successful. A discussion took place on paying for the process. Mr Berendt stated that it equates to approximately £10 per resident. This is similar to the figures quoted last year: -

£1500 for a traffic survey

£3500 for required paperwork and application process.

£20,000 for implementation (Road signs etc).

If PC were to pay, it would still take 18mths to 2 years to implement. Without paying it is not clear when the village would qualify as only 4 villages a year are receiving funding, and it may be a considerable time before the government considers a change similar to Wales.

At the PC meeting on the 4th September, the proposal will be to support the implementation of a 20mph limit in Lympstone. Then inform DCC of the support.

County Cllr Scott explained the bulk of the work was the traffic order which included consultants and a public consultancy. Lympstone would be suitable for the 20mph scheme, but it would have to be funded by the PC as there was no funding available from DCC Highways. He would send the Clerk a document to circulate to all Cllrs for information regarding why deprived areas were so weighted in favour and Lympstone was not classed as an area of deprivation. Cllr Linfoot asked how long a traffic survey would last once completed. Cllr Scott explained there would be a time limit but once the survey was completed then the PC would not want to wait to implement it if a need was proved. Cllr Culhane asked how the costs were calculated. Cllr Scott explained it depended on what infrastructure was already in place. Cllr Minter asked if the PC could employ their own consultants. Cllr Scott explained that it had to be Highways consultants and must go through their solicitors. Cllr Hill asked who would enforce the speed limit. Cllr Scott explained that this was difficult to enforce. Cllr Staddon added that most people would read the sign, mentally acknowledge, and automatically lower their driving speed. Cllr Scott explained that 85% of motorists obey speed limits. It set an aspiration for all road users to adhere to. Signage would be erected on all gateways.

Cllr Linfoot proposed to support the 20mph speed limit and allocate up to £2000 for a traffic survey. Cllr Minter seconded. Unan.

RESOLVED that the Clerk write to Devon County Cllrs with confirmation of LPC supporting a 20mph speed limit in the Parish and funding for a traffic survey of up to £2000.

23/74 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

County Cllr Scott congratulated Lympstone Flood Resilience Group (LFRG) on hosting a brilliant drop in event. He felt they were a lead, model group which other areas could learn from. He felt the group worked hard and had many positive relationships and engagements with other bodies.

County Cllr Trail thanked the PC for their support joining the EEMP. The first meeting would be held on 26th Sept 10am – 12pm in the GMC building at CTCRM. The next forum was being held at Powderham Castle on the 6th Sept. He explained that snow wardens could get assistance through DCC website. They would provide resources and training. Cllr Atkins asked if the old grit bins could be replaced and would speak to the County Cllrs after the meeting.

The Chairman read his report:

Welcome back, I hope you all had a pleasant break and are ready for the Autumn.

Welcome to Robert, thank you for joining us, and I hope that you enjoy your time on the Council.

Although we have not had Council meeting since July, it has been a busy two months with an extra planning meeting, and I would like to thank the councillors for their hard work in preparation for that meeting. Since then both Councillor's Francis and Culhane have agreed to speak at the forthcoming planning meeting and are preparing for that, thank you both.

The PC recently received an Email from a Council in the Newcastle under Lyme area re a planning appeal allowed by the Planning inspectorate, overturning a democratic decision by both the local PC and the Newcastle-under-Lyme District council. The planning application was for 200 houses outside the BUAB on agricultural land and is similar to the application made regarding land in Meeting Lane. The concern expressed was a democratic decision made by many was overturned by one inspector, and the local PC had written to their MP requesting he lobby the housing minister re this decision.

The Email request to this PC, and all others in the Country, asked us to write to our MP Simon Jupp, in support of their position, and request he also lobby Mr Gove re this process.

Councillor Minter prepared a response, and the letter will be signed by Councillors this evening and sent. Thanks to Councillor Minter for writing the PC response.

I would like to thank Councillor Atkins for his hard work and perseverance in arranging the replacement of the main gate posts at Avenue Field. They will last many years, well done.

Lucy has been informed over the summer of yet more anti-social behaviour in the public toilets at Underhill. The soap dispensers are consistently emptied and are now not being refilled. There is a growing list of nuisance behaviour at this location.

In March this year an attempted arson was reported to Police, and excellent CCTV images of the culprits were passed to Police. To date the Police have yet to identify the suspects or take any positive action. I have discussed this with Lucy, we will write this week for an update. If nothing is forthcoming, we will agenda the matter for next month to discuss publishing the photos on the Lympstone Facebook site with the intention of identifying the suspects and consider seeking redress from those responsible and their families.

Finally, I and other Councillors attended the Lympstone Flood Relief Group presentation on Friday. It was an excellent example of the multi-agency approach to the problems of flooding. I would like to congratulate the LRFG for their display, and convey heartfelt thanks for both the expertise they have developed, and the effort they put in.

Cllr Hill, as the PCs Police advocate, asked to be copied into any correspondence sent to the police.

District Cllr Jung arrived at the meeting and read his report:

As the lead Councillor for Environment and the Countryside I was dismayed on hearing the change in Government latest U turn on Environmental protection.

*Michael Gove has proposed to make Natural England's nutrient neutrality rules **advisory** rather than **mandatory**. This will effectively enable councils to resume processing planning applications again in river catchment areas that are failing water quality thresholds. In East Devon the Axe catchment area has been unable to do this since early 2022. On the face of it, it's good news for local housing buildings in the area, but is it good for our environment?*

To me it's vital to clean up the Axe Catchment and all our rivers but will the change in policy and alleged new funding tackle the root causes of nutrient pollution in rivers and estuaries?

In this area there are 2 major polluters, agriculture being around 60 to 70% and the pollution from sewage both from South West Water, and private sewage schemes. Weakening the power of Natural England seems to be the wrong thing to do!

This bad news was however countered by the exhibition presented by the wonderful Lympstone Community Flood team on Friday. According to the EA this group is the "Gold Star" performer! So, I would like to thank them for a great job in what they are doing for the community.

Their work on understanding the river catchment has been brilliant. For the village of Lympstone like most vulnerable communities it's both water from runoff and the pollution during a storm event and its disappointing that pollution is not the government's key driver rather than housebuilding!

Regarding the group's exhibition, I was so pleased to see the Woodland Trust there to explain the work they are doing to help reduce surface water runoff, but I was concerned to hear that the Dinan Way extension is going ahead without the latest climate change increases set by the EA.

Because the planning application was approved 4 years ago, prior to the extra 20% in surface water run off requirements, it's been decided that the plans will not be upgraded. To me the road drainage design could be improved significantly to provide important improvements to the flooding of this community. It is really a massive opportunity missed, but hopefully the powers that decide these things will see sense.

District Cllr Ingham thanked the PC for moving forward with the 20mph speed limit. He explained that many areas in the Parish had no pavement and had narrow roads. This decision would be welcomed by many Parishioners. He congratulated the LFRG on hosting a superb event and was very proud of the group. He explained that there was an East Devon Local Plan meeting being held tomorrow at EDDC to review housing numbers and move the plan forward. He had attended a strategic planning committee meeting and had put forward his idea of a new town with new infrastructure built rather than using current prime agricultural and other protected land between areas. Cllr Jung added that he supported a new town but unfortunately members of the public would not support it if it was on their doorstep. Cllr Minter explained that Lympstone and democracy faced an existential crisis with developers versus local and national policies. Lympstone was suffering at a local level from weak national and district leadership and the slow or non-existent application of planning policies. He felt planning would soon not need to be discussed by the PC as decisions based on the rules of the NPPF were often overruled or overturned by higher levels.

23/75 Contract management and work specification

Cllr Culhane reported on behalf of Cllr Lewis. She explained that an overview of an agreed job and method statement, with certification and qualifications, risk assessments and insurance etc were specified when seeking a contractor. This would be an efficient way to include online. Cllr Minter agreed this would be best practice. Cllr Hill agreed that procedures would need to be reviewed and updated. Cllr Linfoot suggested this was added to the next Assets committee meeting agenda for full discussion with recommendations brought back to full council.

23/77 Carbon Literacy

Cllr Culhane explained that she had recently attended an online course who had set her two challenges: one personal target and one collective target. She read her report (see Appendix 1).

Cllr Linfoot queried her 'reality check' figures and did not want to scare people with statistics. Cllr Minter agreed that the message was positive but not the figures. Cllr Culhane explained that the report was to frame a positive conversation, about collective actions, not to discuss personal actions, nor to shame or blame. Cllr Minter asked what the proposal from the report was. Cllr Hill explained that Lymptstone did have a lot of ongoing work regarding surveys along the cycle trail and wanted to push for more electric charging points in the car park as not everyone could charge a car outside their own homes. Cllr Culhane responded that the PC had already done some good work in this area, for example, promoting the Exe Estuary bike trail and supporting the LFRG. Cllr Linfoot suggested the environment committee could discuss more specific targets, advice or ideas and bring recommendations back to full council.

Cllr Culhane proposed that LPC support declaring a climate and nature emergency. Cllr Atkins supported but felt it should be first discussed in more detail with the environment committee then ideas and initiatives brought back to full council. This was agreed by the rest of the Cllrs.

23/78 Planning applications

None received.

Cllr Atkins raised his concern of the state of the site at the entrance to the village between The Saddlers Arms and Leighton Cottage. He felt enforcement from EDDC was necessary to clear and tidy this area. District Cllr Jung explained that EDDC had tried to raise this issue but as there was no health issue and it was private land, it was not enforceable.

23/79 Planning decisions

RESOLVED that the EDDC decisions were noted.

The Clerk highlighted the very recent decision notice notification received that was not included on the agenda but would be included on the October agenda:

23/5 expires 15/6	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.	7/6 LPC Object	2/9 EDDC APPROVED
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The Chairman requested permission for the meeting to continue. Unan.

23/80 Reports of Committees

23/80.1 Committee members

Cllr Culhane raised her concern that she would like more time to consider the potential workload and responsibilities of the sub-committees before committing. It was important that those with a relevant professional background were considered for leading roles, if willing. The Chairman explained the committees must be agreed as soon as possible as they were so vital to the effective running of the Council. It was suggested that those who wished to put themselves forward for Chair or Vice Chair of sub-committees should email the Clerk in confidence. Cllr Minter proposed to agree the committees, Chair and Vice Chair via email to the Clerk in confidence. Cllr Staddon seconded. Unan.

RESOLVED that the councillors email the Clerk if they wish to put themselves forward for Chair/Vice Chair of any sub-committee. The Clerk would then write to Cllrs individually for their decision and vote once queries had been answered by EDDC.

Cllr Atkins reminded all present that the Chair and Vice Chair were ex-officio of all committees.

23/80.2 Assets and amenities committee

Cllr Atkins reported that Mr Adam Fradley, Youth Chairman of LFC had asked for a site meeting with the committee as soon as possible. It was agreed that the Clerk would write to Mr Fradley for his availability.

He reported that the memorial tree in the cemetery must be discussed with the family first before any decision is made by the PC.

Cllr Atkins reminded all present that any Cllr meeting with a member of the public must have another Cllr present to witness what is discussed and any meeting should only take place by agreement of the council or relative committee.

Cllr Atkins explained that the village hall car park resurfacing agreement must be discussed and updated with the VHCIO now the free hire of PC meetings had ended. Cllr Hill added that the original agreement was made when the PC held the title deeds but now the VHCIO held title it must be reviewed.

Cllr Atkins reported that the handyman from Woodbury had begun the refurbishing of benches around the Parish and was willing to take on the inspection and maintaining of the play equipment.

Cllr Linfoot suggested that the appointments of the grounds maintenance and play equipment inspector was confirmed at the next meeting.

The provision of a business notice board under the railway arch was agreed to be deferred.

The planting and siting of possible two new trees: (1) A replacement for TPO Oak tree and (2) A replacement for Queens Jubilee was agreed to be deferred.

The Clerk reported on the recent joint committee meeting held at Gulliford Burial Ground.

Cllr Minter agreed to become a Lympstone Parish Council representative on the joint committee.

23/80.3 Community Committee

Cllr Francis read her report regarding a meeting with the webmasters:

Meeting with Webmasters 31/8/23

The Clerk and I met with the Webmasters for our annual review and give them an opportunity to bring to Council's attention any concerns or issues that may affect the smooth operation and purpose of Lympstone.org.

The Webmasters work many unpaid hours to produce and maintain what is a fantastic tool for members of our community and visitors to access information about services, events and all manner of important things.

The website had 2,540 visits in July. Most of these visits were from devices in the UK but there were 17 from the US and 8 from Canada. The Webmasters keep an ongoing monthly performance review so they can assess which content pages are most useful. It was felt some statistical information such as this would be useful in their annual report to Council in May as it provides evidence of how many people are being reached and how the information is valued.

Generally, the Webmasters are happy with the way the site operates and ticks over but there are a few areas they are hoping to review and improve.

The Webmasters are hoping some alternative banner images could be used as they become available but the constraints of landscape orientation, pixel sizes and being copyright free do complicate usage and selection.

The Parish Council section of the site has been tidied up and hopefully should be more user friendly after the slight modifications.

It is possible to post videos of village events on the site but obtaining permissions can be problematic so this section is not as comprehensive as it might be.

The major issue facing the site is Mobile verses Tablet or PC screen. Mobiles are mostly used in portrait orientation and tablets and PC are usually landscape orientation. The resulting top reported issues arising from this are: content is wider than the screen, clickable elements are too close together and the text is too small to read. These issues are not easily fixable, and the Webmasters have discussed with their software support consultant about a dedicated home page for mobiles, but she was somewhat hesitant. The homepage is very complicated, and a rewrite would be very complex. The Webmasters although conscious the situation is not ideal are content to leave it at the moment and revisit it if it becomes too much of a problem.

The Webmasters were concerned the colour of the search bar on the homepage was too close to the background colour and not easily seen and therefore not user friendly. It was decided to change the colour and/or of the font to improve this aspect of user experience. The Webmasters will seek advice/help from Ali their software consultant.

The social media part of Lymptone.org is popular. Facebook has over 1,200 followers. The Twitter now X account has 551 followers.

The adverts that appear on the sites are unwelcome and are becoming very time consuming for Mary to remove each day (eg 50 today) so given the X account has a much smaller following it was agreed this would be discontinued after a message to current followers to direct them to the Facebook page.

The 'Events' calendar is causing a concern as it is not working consistently well when you try and navigate to another page and is not as user friendly as the webmasters would ideally like. They are working to improve this. They will also simplify and make a 'Coming Soon' section to improve matters.

The Webmasters have already thanked the departing Herald editor – Rob Hilton and welcomed the incoming one David Hawes online after the announcement in the August edition of The Herald.

Proposal – should the PC formally write to both as well thanking and welcoming them?

I can only say I'm in total awe of the work they do and cannot thank them enough for the magnificent resource they provide for our community and visitors.

Cllr Linfoot proposed a letter of thanks to the former editor of the Herald, the webmasters and LFRG and a letter of welcome to the new editor of the Herald. Cllr Staddon seconded. Unan.

RESOLVED that the Clerk write letters on behalf of the PC.

23/81 Items for the next Agenda

Confirmation of contractors.

Notice boards.

TPO and Jubilee replacement trees in Candys Field.

Cllr Hill to report on PCC, VHCIO AGM and EEMP meetings.

Meeting closed **9.55pm**

Chairman:

Date:

Appendix 1

23/77

Carbon Literacy: What it means for us

LPC Meeting 4/9/23

DEFINITION

'An awareness of the carbon dioxide costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis.'

Carbon Literacy is the knowledge and capacity required to create a positive shift in how mankind lives, works and behaves in response to climate change. ¹

HISTORY and BACKGROUND

The concept of Carbon Literacy was created in 2012 by social enterprise Cooler Projects, initially as part of Manchester's climate change action plan (Manchester: A Certain Future).

At the UN Climate Change summit (COP21) in Paris, in December 2015, Manchester-based charity The Carbon Literacy Project was selected from a global field as one of 100 "Transformative Action Projects" for the world.

It has been described as "the vital 'missing link' between the technology to solve climate change and people's motivation and action on the issue". ²

Carbon Literacy Training provides the knowledge and capacity to create a positive shift in thinking, so that 'doing the right thing' for the climate becomes easier and part of everyone's lives.

¹ <https://carbonliteracy.com/what-on-earth-is-carbon-literacy/>

² <https://carbonliteracy.com/clp-chosen-to-go-to-cop21/>

WHY?

Local Government Association: “Councils have a crucial role to play in achieving the UK’s 2050 Net Zero greenhouse gas emissions target”.³

IPCC 2023: “The pace and scale of climate action are insufficient to tackle climate change. Accelerated action is required.”

IPSOS survey, August 2022 found that “8 in 10 people are concerned by it, three quarters want to deliver net zero by 2050, and half want to bring that target forward”.⁴

NALC blog: “Climate change and protecting our natural world is the greatest challenge of our time. It requires urgent and collaborative action from government through to local councils and our communities. While national and international efforts are crucial, there is great hope and belief in the change that takes place at the local level.”⁵

Over 300 councils have declared climate emergencies.

HOW?

- Communication – events, public meetings, collective actions, engaging schools and community groups
- Leading by example with sustainable practices – eg using renewable and environmentally conscious utility and service suppliers and engaging in sustainable procurement practices
- Encouraging low-carbon travel
- Promoting nature and green space
- Fostering collaboration with adjacent councils, NGOs, community groups and businesses

³ <https://www.local.gov.uk/publications/councillor-workbook-local-path-net-zero#foreword>

⁴ <https://www.ipsos.com/en-uk/8-10-britons-concerned-about-climate-change-half-think-net-zero-target-should-be-brought-forward>

⁵ NALC blog by The Climate Coalition <https://www.nalc.gov.uk/news/entry/2546-tackling-climate-change-and-protecting-nature-in-our-council-and-communities>

WHEN?

The time to act is now.

Global emissions are not falling yet.

'Business as usual' will lead us to 3C global warming.

COP21 Paris Agreement set a target of 1.5C global warming. Beyond 2C warming, and all IPCC Reasons for Concern categories will be at high risk (extinctions; extreme weather events; impact distribution; economic and ecological impacts eg GDP changes, lives lost; large scale singular events eg irreversible tipping points).⁶

REALITY CHECK

In EX8, the average carbon footprint per capita is 11.2 tonnes carbon released into the atmosphere annually.

The global average is 6.3 tonnes per capita.

Current UK emissions target is 9.3 tonnes per capita.

⁶ <https://www.ipcc.ch/report/ar3/wg2/chapter-19-vulnerability-to-climate-change-and-reasons-for-concern-a-synthesis/>

23/85 Clerks Report

Grant request - for Lympstone Advent Trail

Application for a Grant

Name of Organisation:
Lympstone Living Advent
Contact Details:
Doreen Murray, 290, Doreen, Lympstone, Devon
Please tell us about your organisation. We would like to know what area you cover, who uses your facilities and how often and how your group is run. The 4th annual festive windows event across the whole village during the month of December enjoyed by all age groups.
Please tell us about the support your organization has in the community and any measures you take to ensure all sections of the community are included in your activities. This has become a new local tradition and people in the village are already planning their window designs for this year. Trail maps are sent home with all children from school. Printed maps make it inclusive for all whether they are online or not.
Please say what you want the money for and how you know there is a need for your activity. If this is to buy equipment, LPC can buy this and donate it to your Group. This is usually more cost effective. Printing of 750-1000 advent trail maps

If the grant is for a particular project, what is the total cost and where is the balance coming from.

I expect the cost of printing to be in the region of £100 - £150,
I always bear any other costs myself.

Do you have a constitution? If so, please supply a copy.

Accounts. Please supply a copy of your last set of accounts and give details of your current account balance.

n/a

Policies - If your Organisation deals with people, please list the policies you have in place to ensure that they are protected.

n/a

Dated: 10th September 2023

Signed: Doreen Murray

Position in organisation: Event Organiser

Annual grant request from Lympstone History Society – Cllrs to approve this payment:

Lympstone History Society Insurance	225.00
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INFORMATION:**Finance – Income / Expenditure / Financial summary / Budget report****September 2023 Bank Account Reconciled Statement****Current Account**

Statement Number	6	Bank Statement No.	6
Statement Opening Balance	£181,298.01	Opening Date	01/09/23
Statement Closing Balance	£199,188.95	Closing Date	30/09/23
True/ Cashbook Closing Balance	£198,087.95		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
22/08/23	3210	Zurich Municipal	1,620.53	0.00	179,677.48
01/09/23	DC 01/09/23	East Devon District Council	0.00	24,250.00	203,927.48
01/09/23	FPI 1/9/23	Herald Advert	0.00	25.00	203,952.48
04/09/23	DD 4/9/23 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00	203,864.48
08/09/23	3219	Vine Orchards LLP	360.00	0.00	203,504.48
08/09/23	3221	Lympstone Village Hall CIO	60.00	0.00	203,444.48
08/09/23	FPI 08/01/23	Herald Advert	0.00	6.00	203,450.48
11/09/23	3215	South West Land Surveys Ltd	840.00	0.00	202,610.48
13/09/23	3224	Source For Business	166.34	0.00	202,444.14
14/09/23	3216	Confidential	534.81	0.00	201,909.33
15/09/23	3217	Confidential	2,184.94	0.00	199,724.39
15/09/23	3218	Confidential	123.15	0.00	199,601.24
15/09/23	DD 15/09/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00	199,482.24
15/09/23	DD 15/09/23 YC 166	EDF Energy Ref: 671079829166 (YC)	134.00	0.00	199,348.24
15/09/23	DD 15/9/23 CF	EDF Energy Ref: 9208111111 (Candys Field)	143.29	0.00	199,204.95
15/09/23	FPI 01/09/23	Herald Advert	0.00	135.00	199,339.95
15/09/23	FPI 15/9/23	Herald Advert	0.00	25.00	199,364.95
19/09/23	3222	SLCC	236.00	0.00	199,128.95
21/09/23	FPI 21/09/23	Herald Advert	0.00	5.00	199,133.95
25/09/23	CHQ 500067 25/9/23	Herald Advert	0.00	55.00	199,188.95

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00		199,187.95
22/08/23	3212	Devon Wildlife Consultants	1,100.00		198,087.95
Total uncleared and unrepresented			1101.00	0.00	

Budget Headings View 1/4/23 – 30/9/23

2023/24 Actual Exp Heading no	Committee	Description		Net
INCOME				
10	COUN	Precept	£48,500.00	£48,500.00
15	COUN	CIL	£0.00	£22,738.28
20	COUN	DCC re Candys Field	£400.00	£0.00
25	COUN	Herald Adverts	£3,000.00	£2,268.00
30	COUN	Burial Fees	£2,500.00	£1,981.00
35	COUN	Lymp FC	£0.00	£0.00
40	COUN	Flower Beds	£0.00	£0.00
45	COUN	Wayleaves	£10.00	£7.54
50	COUN	Misc	£0.00	£465.00
55	COUN	Web adverts	£0.00	£0.00
60	COUN	Parishes Together	£1,000.00	£0.00
65	COUN	External grants	£1,000.00	£720.00
99	COUN	VAT refund	£9,500.00	£0.00
70	COUN	YC Rech	£1,500.00	£1,446.95
75	COUN	VHMC	£0.00	£0.00
80	COUN	MoD Comm Cov	£0.00	£0.00
85	COUN	DCC error	£0.00	£0.00
90	COUN	Community Hub	£100.00	£0.00
95	COUN	Woodbury PC	£100.00	£0.00
100	COUN	Guildford BG	£0.00	£0.00
105	COUN	FLOS	£0.00	£0.00
EXPENDITURE				
1000	COUN	Salaries	£27,000.00	£14,105.56
1005/1	COUN	Clerk's expenses (WFH)	£2,000.00	£510.00
1015	COUN	Village Hall hire	£1,500.00	£836.00
1020	COUN	Chairman's Allowance	£200.00	£0.00
1025	COUN	Subscriptions	£1,500.00	£3,021.90
1030	COUN	Courses, travel etc	£1,000.00	£0.00
1035	COUN	Insurance, Audit, Electricity	£2,500.00	£746.20
1040	COUN	Misc	£2,500.00	£2,123.98
1045	COUN	Herald Printing	£6,000.00	£3,124.00
1050	COUN	J Morrish	£6,500.00	£4,185.00
1055	COUN	Grass cutting	£2,000.00	£0.00
1060	COUN	Other maintenance	£5,000.00	£2,011.80
1065	COUN	General tree work	£3,000.00	£2,340.00
1070	COUN	Bin emptying	£1,000.00	£298.33
1075	COUN	Handyman	£0.00	£0.00
1080	COUN	Notice boards - maintenance	£5,000.00	£0.00
1085	COUN	Play equipment	£500.00	£0.00

1090	COUN	Lights in CF	£2,000.00	£845.35
1095	COUN	Toilets	£15,000.00	£3,900.07
1100	COUN	Flood equip maintenance	£860.00	£38.96
1105	COUN	LFRG expenses	£860.00	£88.85
1110	COUN	Gulliford cemetery	£600.00	£0.00
1115	COUN	Burial Ground	£12,000.00	£0.00
1120	COUN	YC Maintenance	£1,000.00	£920.00
1125	COUN	YC Utilities	£2,500.00	£1,487.97
1130	COUN	Website etc	£500.00	£0.00
1135	COUN	Adv Weath	£200.00	£0.00
1140	COUN	Gully Emptying	£2,000.00	£0.00
1145	COUN	Parishes Together	£1,500.00	£0.00
1150	COUN	Hub Projects	£4,000.00	£2,135.00
1155	COUN	Cont VH Car Park	£500.00	£0.00
1160	COUN	DCC / DCF Funding	£0.00	£0.00
1165	COUN	YC Recharge	£0.00	£0.00
1170	COUN	Emergency Fund	£5,000.00	£0.00
1175	COUN	Lottery Grant (Jubilee)	£0.00	£0.00
1180	COUN	FLOS	£0.00	£113.50
2000	COUN	S137 Funding	£100.00	£0.00
2010	COUN	Other Grants	£1,000.00	£0.00
9999	COUN	VAT Payments	£5,000.00	£0.00
1005	COUN	Expenses	£3,000.00	£1,055.53
1005/2	COUN	Office Expenses	£1,000.00	£545.53
Income Total			£67,610.00	
Expenditure Total			£122,820.00	

Reserve Movements Start of year 01/04/23

Elections

£3,000.00	Start of year value
£3,000.00	Current value

Village Hall car park

£1,500.00	Start of year value
£1,500.00	Current value

NP Projects

£3,000.00	Start of year value
£3,000.00	Current value

Youth Club

£10,000.00	Start of year value
£10,000.00	Current value

Public Conveniences

£5,000.00	Start of year value
£5,000.00	Current value

Play Area refurb		
	£20,000.00	Start of year value
	£20,000.00	Current value
Emergency funding		
	£5,000.00	Start of year value
	£5,000.00	Current value
Field maintenance		
	£10,000.00	Start of year value
	£10,000.00	Current value
Building funding		
	£10,000.00	Start of year value
	£10,000.00	Current value
CIL Funding		
	£93,008.52	Start of year value
05/04/23	-£710.00	: Expenditure transaction 1005, Herald Printing
05/05/23	-£568.00	: Expenditure transaction 1023, Herald Printing
18/05/23	-£50.00	: Expenditure transaction 1032, Work to The Hub building
18/05/23	-£30.00	: Expenditure transaction 1032, Work to phone box book swap
18/05/23	-£71.11	: Expenditure transaction 1032, Work to public toilets
05/06/23	-£568.00	: Expenditure transaction 1043, Herald Printing
15/06/23	-£1,500.00	: Expenditure transaction 1046, 3 new benches
15/06/23	-£170.00	: Expenditure transaction 1049, Electrical repairs to Hub building
15/06/23	-£1,437.50	: Expenditure transaction 1050, Burial ground and cliff field ornate gates
03/07/23	-£105.00	: Expenditure transaction 1058, CCTV service at public toilets
03/07/23	-£349.01	: Expenditure transaction 1057, Wall gate service and lights repairs in toilets
07/07/23	-£710.00	: Expenditure transaction 1062, Herald Printing
22/08/23	£0.00	: Expenditure transaction 1084,
	£86,739.90	Current value
	£154,239.90	Current Reserves total excluding the General Fund
	£182,784.14	Current Reserves total including the General Fund

Clerk's Action List - Lymstone Parish Council: Clerks Action List – September 2023

Month and Minute	Response	Date Actioned
July 23/64.1	Clerk apply for two grants of £1000 to EDDC and DCC.	
Sept – 23/76	Clerk write to Devon County Cllrs with confirmation of LPC supporting a 20mph speed limit in the Parish and funding for a traffic survey of up to £2000.	5/9
23/80.1	Clerk write to Cllrs individually for their committee, chair and vice chair decisions and votes once queries had been answered by EDDC.	5/9
23/80.2	Clerk write to Mr Fradley for his availability.	5/9
23/80.3	Clerk write thank you letters on behalf of the PC to the former editor of the Herald, the webmasters and LFRG and a letter of welcome to the new editor of the Herald.	Emailed 21/9
Sept Planning Applications	23/1885/TCA - Yew: fell at 2 Strawberry Hill. <i>Recommendation: Object</i>	21/9
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
PC meeting Minutes		4/9 5/9
Herald report		5/9
PC Site meetings arranged		11/9, 25/9
PC agenda published		26/9

23/89 Planning decisions

Date	Planning Application	LPC	EDDC
23/5 expires 15/6	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.	Object	2/9 APPROVED
17/3/23 exp 9/4/23	23/0577/FUL - Single storey rear extension, first floor side extension over existing garage, conversion of garage to habitable use and enlargement of rear dormer with removal of existing front gable and replacement pitched roof at 11 Highcliffe Close.	Support	27/9 REFUSED
17/4 expires 10/5/23	23/0739/FUL and 23/0740/LBC - The erection of an extension to the east elevation (amended proposal incorporating revised door and window positions to previously approved extension 21/2319/LBC and 21/2318/FUL). Southerleigh Church Road.	Support	27/9 WITHDRAWN