



LYMPSTONE PARISH COUNCIL

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31st October 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 6th November 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
23/91	INFORMATION: Apologies	7.45
23/92	ACTION: Minutes To confirm the minutes of the PC meeting held on the 2 nd October (attached pgs. 3 - 13)	7.50
23/93	INFORMATION: To receive any Declarations of Interest	7.55
23/94	Clerk's Report (see attachments): ACTION: i) Child Protection, Co-option, Digital and social media, and PC Job Description Policies - to agree and approve LPC's policies previously circulated to all Cllrs. ii) Grant Application – to consider the request received from Lympstone Village Ladies Choir (Pgs. 14-15). iii) Poppy wreath – Cllrs to agree a representative to lay the PCs poppy wreath on Remembrance Sunday. INFORMATION: iv) Finance – Payments / Financial summary / Budget report (attached Pgs. 16-20) v) Clerk's Action List (attached pg. 21)	8.00

23/95	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10
23/96	ACTION: Planning applications 23/2157/LBC - Replace window W1 and door D1 on front north elevation; replace window S3 on rear south elevation and replace Window W5 & W6 on side and rear west elevation at Town dairy Cottage, Church Road. 23/2225/FUL - Garage conversion with first floor side extension over, ground floor single storey rear extension. Enlarged rear dormer and increase to height of front elevation gable. [Previously submitted under 23/0577/FUL] at 11 Highcliffe Close. AMENDED PLAN: 23/1269/MFUL - Construction of 42 residential units (14 affordable), new vehicular accesses from Meeting Lane and Strawberry Lane, pedestrian access onto Meeting Lane, associated internal roadways, SUDS features and landscaping at Land South Of Meeting Lane Lympstone. 23/0659/LBC - Re-thatch whole roof replacing wheat reed with water reed at Lavender Cottage Longmeadow Road. 23/2322/TCA - T1 - Stone Pine: fell at Limekiln House The Strand. 23/2334/FUL - Construction of new single storey garage [previously submitted under 23/0516/FUL] at 7 Highcliffe Close 23/2247/FUL - Replacement of existing single pane window with a 3 in1 pane window at Estuary Cottage	8.15
23/97	INFORMATION: Planning decisions (Attached pg. 21)	8.25
23/98	INFORMATION: The Globe public house – To receive an update (if any)	8.30
23/99	INFORMATION: Reports of Committees Any reports requiring a decision are attached. Assets and amenities committee - Cllr Atkins to report on the committee meeting held on 16 th October 2023 including the pollarding of the trees in the Avenue. Cllr Staddon/Minter to report on the Gulliford Joint Committee meeting held on 20 th Oct 2023. Environment committee – Cllr Gale-Hasleham to report on the EEMP meeting held on the 29 th Sept 2023. Cllr Culhane to report on the working group meeting held on 30 th October 2023. Planning and Transport – Cllr Linfoot/Francis to report on the working group site meeting at Meeting Lane 9 th Oct 2023, ETC/WPC meeting on the 30 th October and site meeting on 1 st November. Cllr Linfoot to discuss EDDC planning policies regarding the conservation area. Community committee – Cllr Payne to report an update regarding the Hub building.	8.35
23/100	DISCUSSION: Items for the next Agenda	8.45

**MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN
THE VILLAGE HALL AT 7.30PM ON MONDAY 2ND OCTOBER 2023.**

PRESENT:	
Councillors	D Atkins, S Culhane, S Francis, K Hill, N Linfoot (Chairman), A Minter, M Moffatt, J Payne and L Staddon
Clerk	Miss L Tyrrell
County Councillors	J Trail
District Councillors	B Ingham and G Jung
Public	6 members

Public session

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

A resident thanked the PC for sorting out the hedge trimming in Shepherds Path. However, he highlighted the overgrown vegetation towards the top of the path to Church Road which was growing out of the walls and properties and causing an obstruction. He also highlighted weeds growing from outside of properties around the village and the graffiti along Nutwell Court estate. County Cllr Trail explained that reporting a problem could be easily made to DCC online on their 'Report a Problem' website page. This would send a report to a Highways officer to investigate. He added that members of public should not be working on the road unless they were Chapter 7 trained. Larger work must be carried out by Highways contractors. He explained that there was nothing stopping an individual to clear weeds outside their own properties. Although he added that no one should use any chemical weedkiller or insecticide, only environmentally friendly controlled methods. The resident suggested a gentle reminder to all members of the public could be written in the Lympstone Herald regarding clearing weeds outside their properties.

District Cllr Jung highlighted that any graffiti should be reported to EDDC Streetscene. At this point, the Chairman thanked the kind person who cleaned the graffiti off the notice boards under the railway bridge.

Another resident enquired whether CIL money could be used to implement a 20mph scheme in the Parish. The Chairman explained it could be.

23/82 Apologies

Cllr R Gale-Hasleham and County Cllr R Scott due to other commitments.

Cllr Payne proposed to approve the apologies. Cllr Francis seconded. Unan.

RESOLVED that the Apologies were approved by the PC.

23/83 Minutes

Cllr Minter corrected a typo and queried why a resident's name had not been used. The Clerk explained that for privacy reasons, using members of the public's name who were not elected members was a very sensitive subject and as the resident was physically present then they had been witnessed speaking.

Cllr Atkins proposed the minutes of the PC meeting held on the 4th September were accurate. Cllr Moffatt seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 4th September 2023 be confirmed as a correct record and signed by the Chairman.

23/84 To receive any Declarations of Interest

Cllr Francis and Minter both declared a personal interest with item 23/85.4.

Cllr Payne and Staddon declared a personal interest with planning application 23/1806/FUL.
This was recorded in the book.

23/85 Clerk's Report

23/85.1 Asset Register Policy and Complaints procedure policy

Cllr Linfoot proposed to approve the reviewed Asset Register Policy. Cllr Atkins seconded. Unan.

RESOLVED that the reviewed Asset Register Policy was approved.

Cllr Linfoot proposed to approve the reviewed Complaints Procedure Policy. Cllr Staddon seconded. Unan.

RESOLVED that the reviewed Complaints procedure policy was approved.

23/85.2 Grant request - for Lympstone Advent Trail

Cllr Atkins proposed to support the grant request up to £150. Cllr Linfoot seconded. Unan.

RESOLVED that a grant for up to £150 was awarded to Lympstone Advent Trail.

23/85.3 Grant request from Life Education

County Cllr Trail explained that the Primary School's PTFA could apply for a grant from the PC but not a national charity. Cllr Linfoot proposed that the PTFA applied to the PC for their own grant. Cllr Payne seconded. Unan. Cllr Francis abstained.

RESOLVED that the PTFA of Lympstone Primary School complete their own grant application form.

23/85.4 Annual grant request from Lympstone History Society

The Clerk explained that this was an annual request for the insurance cost of £225 which was necessary to preserve the archived records of the Lympstone History Society. Cllr Atkins proposed to award the grant. Cllr Staddon seconded. Unan.

RESOLVED that the Clerk inform the History Society that their annual grant request was awarded in full.

23/85.5 Finance

The Clerk highlighted that she had found another way to present the finances from the new package and asked for feedback on the look and information provided. It was agreed that the Clerk would meet with the Finance committee to go through the finances to assist next year's budget planning and to explore the new financial package.

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

RESOLVED that the following payments be approved:

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
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	£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

23/85.6 Clerk's Action List

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

23/86 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

The Chairman read his report:

Over the weekend Councillor Lewis informed the clerk he was resigning from the Council. During his time with us, his knowledge and expertise on trees and fauna was a great help and guide to the Council, and we will his advice. I would like to thank him for the time, effort and commitment and wish him well for the future.

Councillors are volunteers who dedicate their time to problems that arise within the village and make decisions based on a number of factors and financial restraints.

The commitment and dedication of the Councillors is impressive, with anything from 5 to 20 hours per week required, whilst balancing work and family commitments.

I find that people are slow to praise, but quick to complain, perhaps they should bear this in mind before they make comments that criticise and seek to undermine the work of Councillors.

Sadly, over the weekend a moron decided to graffiti the notice boards under the railway arches.

The matter will be reported to the Police. I would like to thank the kind person, who obviously worked very hard to clean the boards. Great job.

If anyone knows who the culprit is, please inform the PC or the police.

County Cllr Trail reported that he had been out with the Highways Officer, he had visited Sowden House and observed the traffic. He had made a recommendation for parking restrictions, this would take 18months – 2 years to be fully implemented. He explained that any owners of trailers on a public highway must be attached to a vehicle, or they would be removed and impounded. A broken pavement alongside Churchill Court would be repaired. Higher Hulham Road regarding gully emptying was due to be discussed soon. The Mill fields public footpath has been reinstated by DCC and was now with their legal team. Lymstone's 20mph application was in process.

District Cllr Jung read his report:

At the moment in planning terms our Local Plan is out of date, as we cannot demonstrate a 5-year land supply. Therefore, Planning Applications brought forward from developers that are not local plan compliant will probably be to agreed.

In relation to the Housing Land Supply, I had a question from a local resident last week.

Is a tally being kept at the East Devon level?

Where is it currently at?

To this end, will the application just approved in Honiton will be subtracted from this shortfall?

My explanation

I wish it was that easy to explain!!

To work out if we have enough housing coming forward in the next 5 years is a complicated formula that is dictated to by Government.

The basic rules are you cannot count "Outline Planning Applications" but only "Full Planning Applications". However, some large full applications such as Goodmores Farm in Exmouth with 350 houses will take over 5 years to build out from the date they start building. You also have 3 years to start on the build before the planning application permission runs out. Therefore, it's not a straight addition on to the total of the five-year land supply. The amount is reduced by a percentage of non-delivery, using previous years build out figures which are reviewed and considered as a guide, plus developers are asked on the likelihood on their build out figures for their large estates which gives you at best a "guestimate" of what's coming forward.

So yes, to your question, any planning application that is approved will improve the total, but it would be a percentage spread over a period of years.

The problem is the percentage figure has gone down from last year to this year's calculation of only 4.25 years.

The drop is affected by mainly the downturn in the housing market with higher mortgages and the high cost of finding a deposit for a first-time buyer, and difficulty in building housing in the rental market. (The biggest factor in the rental market is Council Housing "right to buy" which requires local authorities to sell at a discount to the sitting tenant and the proceeds go directly to Government with around one third being returned to the Authority to provide funding to build or buy another rental property)

The other issue is why has East Devon got a higher housing target than most other local authorities in the Southwest. This is because the figure is based on historical figures so as we had built more housing than others since the 1960s then it is expected that trend will continue.

I do not agree to the way the target figures are calculated, and I don't believe that the way we have to calculate the 5-year land supply is fair or accurate.

From the performance table over a 10-year period, there has been an average of 935 dwellings a year built, which is higher than the target figure East Devon is required to hit this financial year of 910.

For the Government to require us to use a guestimate to decide if our local plan is in or out of date seems nonsensical. I would prefer to look at what has been built in previous years which is 100% accurate rather than rely on a developer's best guess!

Cllr Jung reiterated that due to EDDC not having a five year land supply, developments are able to be passed. The Chairman added that after two years of a local NP it can be overridden.

District Cllr Ingham questioned whether national decisions regarding development were ethically correct for future generations. He would continue to support sustainable development in East Devon with a focus on job development and green issues. He felt agricultural land must be protected and not built on to enable a sustainable community in 2050. He added that requirements from a development can be negotiated between the developer, the PC and EDDC.

The Chairman raised the 3West development application and the EDDC landscape officer's update. He proposed a working group from the planning committee to meet with 3West to negotiate what the Parish would like from a development. Cllr Francis seconded. Unan. Cllr Atkins declared an interest and abstained.

RESOLVED that 3West would be contacted to meet and discuss a wish list of requirements.

23/87 Planning applications

23/1913/FUL - Construction of rear single storey infill extension and first floor balcony at Trelissa Courtlands Lane.

Cllr Linfoot proposed to support the application. Cllr Atkins seconded. Unan.

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

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.

Cllr Linfoot proposed to object due to the proposed application being in the conservation area. It was overdevelopment and would affect the visual impact and character of the street scene. Cllr Atkins seconded. Unan.

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

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.

Cllr Linfoot proposed to support the application as long as the stinger device was retained, repaired or replaced if it was damaged. Cllr Atkins seconded. Unan. Cllr Minter abstained.

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

23/1806/FUL - Rear flat roof dormer and front velux roof balcony at 2 Hillside Cottages, Underhill.
Cllr Linfoot proposed to object to the proposed application due to the negative visual impact and character of the street scene. It was overdevelopment and overlooked neighbouring properties. Cllr Francis seconded. Unan.

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

23/88 Planning decisions

RESOLVED that the EDDC decisions were noted.

23/89 Reports of Committees

23/89.1 Committee members

The Chairman read the members of the committees and announced the Chair and Vice Chair of each committee. Unan.

RESOLVED That the following committees, Chair and Vice Chair were approved:

Finance and Advisory Committee	Assets and Amenities committee	Environment committee	Planning and Transport committee	Community committee
Cllr Hill (C) Cllr Atkins (VC) Cllr Minter Cllr Payne	Cllr Atkins (C) Cllr Staddon (VC) Cllr Francis Cllr Hill	Cllr Culhane (C) Cllr Staddon (VC) Cllr Moffatt	Cllr Linfoot (C) Cllr Francis (VC) Cllr Culhane Cllr Minter Cllr Moffatt	Cllr Staddon (C) Cllr Payne (VC) Cllr Culhane Cllr Francis Cllr Linfoot Cllr Minter Cllr Moffatt

NB: Lympstone Parish Council Chair and Vice Chair were ex-officio of all committees.

Cllr Minter reported on meeting structures. He proposed that at least one formal meeting of each committee was arranged in each municipal year (May – April). Cllr Linfoot seconded. Unan.

RESOLVED that the Chair of each committee would arrange an initial meeting with their members.

Cllr Minter added that action lists were incepted immediately, as soon as a template was agreed. Cllr Minter suggested that committee meetings were signposted on the notice boards to the website for dates and agendas. He wanted to see more involvement of the public in working groups to enhance the PCs visibility and transparency.

23/89.2 Assets and amenities committee

Cllr Atkins reported that tenders had been received for the pathways in the burial ground. Cllr Atkins proposed Halcyon Landscapes was chosen due to the specialist work involved. Cllr Linfoot seconded. Unan.

RESOLVED that the Clerk contact Halcyon Landscapes to confirm the contract and start date.

Cllr Culhane reported on the provision of a business notice board under the railway arch and felt this was not feasible. Cllr Atkins proposed that the Clerk direct any businesses to advertise on the website or in the Herald. Cllr Linfoot seconded. Unan.

RESOLVED that any business would have the option to advertise on the website or in the Lympstone Herald.

Cllr Culhane reported on the planting of a replacement TPO Oak tree in Candys field. She recommended a new tree to be planted in the location of the old tree. The Clerk highlighted the fact that the old tree failed due to Honey Fungus. Cllr Culhane added that this location would not be possible, and the Assets committee would need to discuss another location. Cllr Culhane reported that the replacement tree for the Queens jubilee should be planted in sight line of the other failing tree on Candys field near the play area.

Cllr Culhane explained that costs for work to the next pollarding phase of the Avenue trees, the Beech tree in the cemetery hedge and the Cherry trees along the tennis courts had been circulated. Cllr Atkins felt the Beech tree could be dealt with by the PCs grounds maintenance contractor as he was also a qualified tree surgeon. Cllr Culhane added that the work to the trees needed to be done as soon as possible apart from the pruning of the Cherry trees which would have to wait until the summer. Cllr Linfoot asked the costs to be recirculated and agreed by email.

23/89.4 Environment Committee

Cllr Staddon read her report:

I was fortunate to attend the Exe Management Forum in September set within the beautiful backdrop of Powderham Castle. The main item for this Forum was Sedimentation, levels, build up and patterns. Along with Lidar information teams can help workout erosion and changes in levels. The EA spoke again about Dawlish Warren and their involvement in helping find a happy medium to beach defences and the reserve. This will include taking certain groynes out as they erode and not replacing it. There is still uncertainty as to whether the spit will naturally weather and slowly rotate to still provide the wave defence against both the Estuary and Dawlish. There was also talk about a roll out of CSI projects for the Estuary to help create a log of water quality along with the continuous growth of Pacific oysters, which have in some parts formed solid foreshore reefs, not very tactile to the foot!

The next Forum will be on Water Quality and the audience were reminded that we all leave a footprint in the Estuary.

23/89.5 Community Committee

Cllr Hill had attended the Police and Crime commission meeting; he reported that the police were having a focus on violence and systemic violence studies. There were presentations on victim support and crime stoppers. The Crime Commissioner Officer reported on Operation Scorpion and investigating cannabis in the community. There was also a new initiative implemented on rural crime, this would involve an increase in communication between police and local councils. The police were working on gathering data from the rise in shop lifting offences. He added that the allegations made about the chief constable had been cleared and he would be reinstated soon.

Cllr Hill had attended the VHCIO AGM and reported that they were looking at improving and upgrading their kitchen facilities. There had been a change in some trustees. Cllr Atkins highlighted the original agreed cost between the PC and the VHCIO for the

resurfacing of the car park should be amended now they were a CIO. Cllr Hill explained that he would get something in writing regarding this from the VHCIO.

Cllr Payne reported that she had met with James Barton from Hilton Barton Architects at The Hub building to discuss the feedback from user groups regarding a rebuild. The next steps would be to discuss the rough costings of a rebuild and formalising detailed plans.

23/90 Items for the next Agenda

Update on the future of The Globe public house.

Meeting closed **9.35pm**

Chairman:

Date:

23/94 Clerks Report

Grant Application – to consider the request received from Lympstone Village Ladies Choir.
APPLICATION FOR A GRANT

Name of organisation: LYMPSTONE VILLAGE LADIES CHOIR
Contact details: Judy Stutchbury [REDACTED] Fiona Archer [REDACTED]
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. We currently have 40 ladies signed up to sing in the choir, all of whom live in the Parish of Lympstone. We meet weekly (excluding half terms and holidays) for two hours from 4-6pm on a Thursday.
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. The inspiration for forming the choir was initially to ensure that the Village Talent Show, which takes place at the village hall in February each year, had some new acts as number of the regulars have now left the village and there is a danger that this popular annual event may not be supported. We rapidly realised that there was a far greater social need in being able to provide a safe and suitable means for ladies to gather confidently and regularly and avoid social isolation. The choir ranges from ladies who can sight-read and have sung in choirs for decades to those who have not sung since school days. Having now completed half a term of singing we are receiving extremely encouraging feedback with talk of how we may be able to perform in other village events, thus encompassing the wider community.
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. This is a self-help group with our leader, Wendy Reynolds, currently offering her services for free. However, we have had great difficulty obtaining a village pianist despite advertising locally and following up many leads. It is apparent that it is a big ask to expect a pianist to provide weekly services for free. Currently a lady from outside the village has stepped in to get us started but we need to find our own permanent pianist. Our research has shown us that we will need to pay around £20.00 per hour. Our choir ladies currently pay £3 per session which covers the hire cost of the premises (£35 per session.) This will need to be raised as our expenditure increases to cover the costs of licenses for musical scores, photocopies, folders and any other unknown expenditure. Neither Fiona or Judy has any previous experience of forming or running a choir but both have a love of singing and have sung in many different choirs over the years and know the importance of wellbeing that a choir can provide.

<p>We wish to avoid the weekly costs running away with us and thus excluding any lady who cannot afford to join.</p> <p>We have purchased an electric keyboard and covered this cost ourselves.</p> <p>At present we plan to meet during term time which would be around 40 weeks in the year.</p> <p>The annual estimated pianist cost is around £1600, but in addition to this, and looking ahead, there is likely to be additional expenditure of the following: hall hire, leaders' expenditures, licenses, car parking fees, musical scores, photocopies, possible props for concerts, additional hall hire cost for concert rehearsals.</p> <p>We would be extremely grateful for a grant to help towards this new venture which we feel has such potential and although in its early stages, is already providing to be a popular and enjoyed activity by the ladies in the village. <u>We would be grateful if you could consider a grant in the region £200 - £300 which would be of great benefit towards the hiring of the venue</u></p>
<p>If the grant is for a particular project, what is the total cost and where is the balance coming from.</p> <p>The balance would come from higher weekly contributions from the ladies.</p>
<p>Do you have a Constitution? If so, please supply a copy.</p> <p>We do not have a constitution.</p>
<p>Accounts. Please supply a copy of your last set of accounts and give details of your current account balance.</p> <p>As a newly formed choir we do not have any accounts, but we keep receipts and a payments balance.</p>
<p>Policies If your Organisation deals with people, please list the policies you have in place to ensure that they are protected.</p> <p>We comply with the hall hiring insurance requirements. We encourage the ladies to bring water to protect their vocal chords and each session the musical director does full vocal warm up with the choir. All lighting levels are kept to a maximum to protect their eyesight and the venue is well ventilated.</p>

Finance – Income / Expenditure / Financial summary / Budget report

October 2023 Bank Account Reconciled Statement

Current Account

Statement Number	7	Bank Statement No.	7
Statement Opening Balance	£199,188.95	Opening Date	01/10/23
Statement Closing Balance	£187,257.83	Closing Date	31/10/23
True/ Cashbook Closing Balance	£185,443.19		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/23	3223	JD Maintenance Services	260.30	0.00	198,928.65
02/10/23	3220	J. Morrish	1,425.00	0.00	197,503.65
02/10/23	3225	John Brewer	44.78	0.00	197,458.87
02/10/23	3226	Phil Corcos	359.92	0.00	197,098.95
02/10/23	3227	PJ & JM Lee	1,293.00	0.00	195,805.95
02/10/23	3228	Mr Mather (film society grant)	69.98	0.00	195,735.97
02/10/23	3229	Lympstone Village Hall CIO	24.00	0.00	195,711.97
02/10/23	3230	Alison West - Bespoke Web Designs	409.50	0.00	195,302.47
02/10/23	3231	Confidential	459.23	0.00	194,843.24
02/10/23	3232	Confidential	2,024.02	0.00	192,819.22
02/10/23	3233	Confidential	207.25	0.00	192,611.97
02/10/23	3234	Toolstation	81.99	0.00	192,529.98
02/10/23	3235	DTS Tree Consultancy	330.00	0.00	192,199.98
02/10/23	3236	D.G. Atkins	71.55	0.00	192,128.43
02/10/23	3237	JD Maintenance Services	556.41	0.00	191,572.02
02/10/23	3238	Mrs Jo Cowe	915.00	0.00	190,657.02
02/10/23	3239	J. Morrish	1,710.00	0.00	188,947.02
04/10/23	DD 4/10/23 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00	188,859.02
12/10/23	3240	Optima Graphics Topsham Ltd	747.00	0.00	188,112.02
12/10/23	3241	Graham Banks (LHS grant)	225.00	0.00	187,887.02
12/10/23	3243	Lympstone Village Hall CIO	60.00	0.00	187,827.02
12/10/23	3244	PVM Supplies	195.28	0.00	187,631.74
12/10/23	3246	Lympstone Village Hall CIO	16.00	0.00	187,615.74
12/10/23	3247	NALC	39.22	0.00	187,576.52
12/10/23	3248	Blackbox AV Ltd	1,146.00	0.00	186,430.52
12/10/23	FPI 12/10/23	Herald Advert	0.00	100.00	186,530.52
16/10/23	DCC5076863 12/10/23	Devon County Council (Community Hub lunches grant)	0.00	500.00	187,030.52
16/10/23	DD 16/10/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00	186,911.52
16/10/23	DD 16/10/23 CF	EDF Energy Ref: 9208111111 (Candys Field)	139.69	0.00	186,771.83

16/10/23	DD 16/10/23 YC 166	EDF Energy Ref: 671079829166 (YC)	38.00	0.00	186,733.83
16/10/23	FPI 16/10/23	Herald Advert	0.00	45.00	186,778.83
17/10/23	MC FPI 17/10/23	Herlad Advert	0.00	35.00	186,813.83
17/10/23	PB FPI 17/10/23	Herald Advert	0.00	165.00	186,978.83
17/10/23	SG FPI 17/10/23	Herald Advert	0.00	25.00	187,003.83
19/10/23	FPI 19/10/23	Herald Advert	0.00	75.00	187,078.83
23/10/23	FPI 23/10/23	Herald Advert	0.00	24.00	187,102.83
25/10/23	FPI 25/10/23	Orchard Memorials	0.00	140.00	187,242.83
31/10/23	FPI 31/10/23	Herald Advert	0.00	15.00	187,257.83

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00		187,256.83
22/08/23	3212	Devon Wildlife Consultants	1,100.00		186,156.83
02/10/23	3212	Devon Wildlife Consultants	-1,100.00		187,256.83
12/10/23	3242	Hilton Barnfield Architects	1,808.64		185,448.19
12/10/23	3245	ALRUG	5.00		185,443.19
Total uncleared and unrepresented			1814.64	0.00	
Total debits / credits			14869.76	1124	

Financial Statement - Cashbook

Statement of receipts and payments between 01/10/23 and 31/10/23 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£164,857.47
Total	£164,857.47

Balances at start of period

Ordinary Accounts

Current Account	£198,087.95
Total	£198,087.95

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	0.00	0.00	0.00
15 CIL	0.00	0.00	0.00
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	484.00	0.00	484.00
30 Burial Fees	140.00	0.00	140.00
35 Lymp FC	0.00	0.00	0.00
40 Flower Beds	0.00	0.00	0.00
45 Wayleaves	0.00	0.00	0.00
50 Misc	0.00	0.00	0.00
55 Web adverts	0.00	0.00	0.00
60 Parishes Together	0.00	0.00	0.00
65 External grants	500.00	0.00	500.00
70 YC Rech	0.00	0.00	0.00

75 VHMC	0.00	0.00	0.00
80 MoD Comm Cov	0.00	0.00	0.00
85 DCC error	0.00	0.00	0.00
90 Community Hub	0.00	0.00	0.00
95 Woodbury PC	0.00	0.00	0.00
99 VAT refund	0.00	0.00	0.00
100 Guildford BG	0.00	0.00	0.00
105 FLOS	0.00	0.00	0.00
Council Total	1,124.00	0.00	1,124.00
Total Receipts	1,124.00	0.00	1,124.00
PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Confidential	2,483.25	0.00	2,483.25
1005 Confidential			
1005/1 Confidential	102.00	0.00	102.00
1005/2 Confidential	105.25	0.00	105.25
1005 Total	207.25	0.00	207.25
1015 Village Hall hire	100.00	0.00	100.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	5.00	0.00	5.00
1030 Courses, travel etc	32.68	6.54	39.22
1035 Insurance, Audit, Electricity	0.00	0.00	0.00
1040 Misc	71.55	0.00	71.55
1045 Herald Printing	747.00	0.00	747.00
1050 Maintenance contractor	3,135.00	0.00	3,135.00
1055 Grass cutting	0.00	0.00	0.00
1060 Other maintenance	1,894.21	215.50	2,109.71
1065 General tree work	0.00	0.00	0.00
1070 Bin emptying	0.00	0.00	0.00
1075 Handyman	0.00	0.00	0.00
1080 Notice boards - maintenance	0.00	0.00	0.00
1085 Play equipment	0.00	0.00	0.00
1090 Lights in CF	133.04	6.65	139.69
1095 Toilets	1,161.54	36.74	1,198.28
1100 Flood equip maintenance	68.33	13.66	81.99
1105 LFRG expenses	404.70	0.00	404.70
1110 Gulliford cemetery	0.00	0.00	0.00
1115 Burial Ground	0.00	0.00	0.00
1120 YC Maintenance	0.00	0.00	0.00
1125 YC Utilities	149.52	7.48	157.00
1130 Website etc	409.50	0.00	409.50
1135 Adv Weath	0.00	0.00	0.00
1140 Gully Emptying	0.00	0.00	0.00
1145 Parishes Together	0.00	0.00	0.00
1150 Hub Projects	1,820.53	364.11	2,184.64
1155 Cont VH Car Park	0.00	0.00	0.00
1160 DCC / DCF Funding	0.00	0.00	0.00
1165 YC Recharge	0.00	0.00	0.00
1170 Emergency Fund	0.00	0.00	0.00
1175 Lottery Grant (Jubilee)	0.00	0.00	0.00

1180 FLOS	0.00	0.00	0.00
2000 S137 Funding	0.00	0.00	0.00
2010 Other Grants	294.98	0.00	294.98
9999 VAT Payments	0.00	0.00	0.00
Council Total	13,118.08	650.68	13,768.76
Total Payments	13,118.08	650.68	13,768.76

Closing Balances

Ordinary Accounts

Current Account	£185,443.19
	£185,443.19
Total	£185,443.19

Reserve Movements

Start of year 01/04/23

General Fund

£4,348.95	Start of year value
£28,544.24	Value as at 31/03/24

This value is calculated and not just a sum of reserve movements plus starting balance.

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,
02/10/23	-£45.83	: Expenditure transaction 1114,
	£86,694.07	Current value
	£154,194.07	Current Reserves total excluding the General Fund
	£182,738.31	Current Reserves total including the General Fund

Clerk's Action List - Lymington Parish Council: Clerks Action List – October 2023

Month and Minute	Response	Date Actioned
Oct Public session	Include an article in the Herald regarding overgrown vegetation.	4/10
Oct - 23/85.1	Clerk to update reviewed and approved policies and send to the webmaster.	4/10
Oct - 23/85.2	Clerk to let D Murray know of a successful grant for Lymington Advent Trail (up to £150)	4/10
Oct - 23/85.4	Clerk to let the History Society know that their annual grant for insurance was approved.	4/10
Oct 23/87 Planning Applications	23/1913/FUL - Construction of rear single storey infill extension and first floor balcony at Trelissa Courtlands Lane. <i>Recommendation: Support</i>	3/10 recommendations sent to EDDC
	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. <i>Recommendation: Object</i>	
	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. <i>Recommendation: Support</i>	
	23/1806/FUL - Rear flat roof dormer and front velux roof balcony at 2 Hillside Cottages, Underhill. <i>Recommendation: Object</i>	
23/89.1	Notice regarding committee meetings and agendas.	4/10
23/89.2	Clerk to contact Halcyon Landscapes to confirm works in the cemetery.	5/10
13/10/23 Planning application	23/1784/LBC - Install 6 no. solar PV panels on both the rear north west elevation and 4no. solar PV panels on south east elevation of the annexe at Ferndale, The Strand. <i>Recommendation: Support</i>	27/10 recommendation sent to EDDC
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
PC meeting Minutes		2/10 3/10
Report graffiti 101 online		4/10
Herald report		4/10
CVP1 notice and committees notice		5/10
Defibrillator reports online x2.		5/10
Assets committee meeting and agenda arranged for 16/10		5/10
Budget 24/25 preparation		6/10
Meet with KH, DGA, NL re budget planning		12/10
Gulliford Joint Committee meeting arranged for 20/10 Minutes		17/10 25/10
Meet with WPC, ETC, NL, SF, SC re Local plan		30/10
PC agenda published		31/10
Cllr vacancy notice published		31/10

23/97 Planning decisions

Date	Planning Application	LPC	EDDC
17/5/23 expires 9/6/23	23/0847/FUL - Proposed dwelling and off road parking and double garage within the garden at Meadowgate.	7/6 Object	3/10 APPROVED
7/9/23 expires 30/9/23	23/1913/FUL - Construction of rear single storey infill extension and first floor balcony at Trelissa Courtlands Lane.	3/10 Support	5/10 APPROVED
4/9/23 expires 27/9/23	23/1885/TCA - Yew: fell at 2 Strawberry Hill.	22/9 Object	17/10 APPROVED