



LYMPSTONE PARISH COUNCIL

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27th February 2024

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 4th March 2024 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
24/24	INFORMATION: Apologies	7.45
24/25	ACTION: Minutes To confirm the minutes of the PC meeting held on the 5 th February 2024 (attached pgs. 3 - 13)	7.50
24/26	INFORMATION: To receive any Declarations of Interest	7.55
24/27	Clerk's Report (see attachments): ACTION: i) Reviewed LPC documents and policies – Approve the following reviewed policies (previously circulated): Report on review of internal controls and Risk Management ii) Reviewed LPC Risk Assessments – Approve the following reviewed risk assessments (previously circulated): Avenue, Cliff and Candys Fields, Cemetery, Front Meadow, Gulliford Burial Ground, The Green and The Rag. iii) LVHCIO grant application – Access ramp alongside the village hall (attached pgs 14-15). INFORMATION: iv) Finance – Payments / Financial summary / Budget report. (attached pgs 15-18) v) Clerk's Action List	8.00

24/28	INFORMATION: Reports from the Chairman, East Devon District Councillors and Devon County Councillors if any.	8.10
24/29	DISCUSSION: The Hub building - Mr James Barnfield from Hilton and Barnfield Architects to report on the Hub rebuild and planning.	8.15
24/30	INFORMATION: Wotton Brook Water Quality Group (WBWQG) – To receive an update from the group.	8.20
24/31	DISCUSSION: South West Water – SWW Officers to report on queries previously raised by members.	8.25
24/32	ACTION: Planning applications 24/0335/FUL - Proposed single storey extension to north/front elevation (resubmission of 23/0478/FUL) at Pine Hollow Hulham Road.	8.30
24/33	INFORMATION: Planning decisions (Attached pg.18)	8.35
24/34	INFORMATION: Reports of Committees Any reports requiring a decision are attached. Assets and amenities committee – Cllr Atkins (C), Cllr Staddon (VC), Cllr Francis, Cllr Hill Cllr Atkins to report on the pollarding of the trees along The Avenue. Environment committee – Cllr Culhane (C), Cllr Staddon (VC), Cllr Minter, Cllr Moffat Cllr Staddon to report an update on the Exe estuary Management Partnership (EEMP) meeting held on 6 th February 24. Planning and Transport committee – Cllr Linfoot (C), Cllr Francis (VC), Cllr Culhane, Cllr Minter, Cllr Moffat Cllr Linfoot to report on the Planning and Transport committee meeting held on 26 th Feb and the upcoming Neighbourhood Plan working group to be held on 11 th March 24. Community committee – Cllr Staddon (C), Cllr Payne (VC), Cllr Culhane, Cllr Francis, Cllr Linfoot, Cllr Moffat Cllr Staddon to report on the Community committee meeting held on 20 th Feb 24.	8.40
24/35	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 5TH FEBRUARY 2024.**

PRESENT:	
Councillors	S Culhane, S Francis, R Gale-Hasleham, 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

A member of the public raised the poor condition of Tedstone Lane and the diversion now in place which increased traffic flow. He felt the road was collapsing at the edges and why it had not been repaired before the diversion was in situ. County Cllr Trail admitted the condition of the road was poor in places and had been reported to Highways. It was scheduled to be repaired but other emergency road works had taken precedent. He apologised on behalf of DCC but unfortunately due to lack of contractors it was still waiting for repair.

24/15 Apologies

Cllr Atkins due to ill health.

County Cllr Scott due to another meeting.

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

RESOLVED that the Apologies were approved by the PC.

24/16 Minutes

Cllr Linfoot proposed the minutes of the PC meeting held on the 8th January were accurate Cllr Payne seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 8th January 2024 be confirmed as a correct record and signed by the Chairman.

Cllr Culhane explained that she had objected to amended planning application 22/2428/FUL, it was not a unanimous vote. The Chairman amended the minutes and initialled the changes. Cllr Linfoot proposed the minutes of the PC planning meeting held on the 22nd January were accurate Cllr Staddon seconded. Unan.

RESOLVED that the minutes of the PC planning meeting held on the 22nd January 2024 be confirmed as a correct record and signed by the Chairman.

24/17 To receive any Declarations of Interest

None

24/18 Clerk's Report:

24/18.1 Reviewed LPC documents.

The Clerk presented the following reviewed LPC documents for approval:

LPC Contracts Policy. Cllr Minter proposed to approve the reviewed contracts policy. Cllr Linfoot seconded. Cllrs Francis, Gale-Hasleham, Hill, Moffat, Payne and Staddon supported. Cllr Culhane abstained.

RESOLVED that the reviewed LPC Contracts Policy was approved.

LPC Equality Policy. Cllr Linfoot proposed to approve the reviewed equality policy. Cllr Staddon seconded. Cllrs Francis, Gale-Hasleham, Hill, Minter, Moffat and Payne supported. Cllr Culhane abstained.

RESOLVED that the reviewed LPC Equality Policy was approved.

LPC Grant Awarding Policy. Cllr Linfoot proposed to approve the reviewed grant awarding policy. Cllr Staddon seconded. Cllrs Francis, Gale-Hasleham, Hill, Minter, Moffat and Payne supported. Cllr Culhane abstained.

RESOLVED that the reviewed LPC Grant Awarding Policy was approved.

LPC Terms of Reference for Working groups. Cllr Linfoot noted the amendments made regarding insurance and proposed to approve the reviewed terms of reference of working groups. Cllr Staddon seconded. Cllrs Francis, Gale-Hasleham, Hill, Minter, Moffat and Payne supported. Cllr Culhane abstained.

RESOLVED that the reviewed LPC Terms of Reference for Working Groups was approved.

LPC Health & Safety Statement. Cllr Linfoot proposed to approve the reviewed contracts policy. Cllr Staddon seconded. Cllrs Francis, Gale-Hasleham, Hill, Minter, Moffat and Payne supported. Cllr Culhane abstained.

RESOLVED that the reviewed LPC Health and Safety Statement was approved.

Cllr Culhane asked the Clerk to recirculate LPCs 5-year action plan for committees to review and update.

24/18.2 Finance

The Clerk explained that a HMRC VAT Claim had been submitted for February 2023 – December 2023. The Clerk explained that she had been in touch with the internal auditor, Mrs Penny Clapham, who had previously completed the internal audit for the PC. She would be charging £75 for the service. Cllr Linfoot proposed Mrs Clapham was used again. Cllr Staddon seconded. Unan.

RESOLVED that Mrs Clapham would be used for the PCs internal auditor services.

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

RESOLVED that the following payments be approved:

January 2024 - Bank Account Reconciled Statement

Current Account

Statement Number	10	Bank Statement No.	10
Statement Opening Balance	£238,065.89	Opening Date	01/01/24
Statement Closing Balance	£234,795.99	Closing Date	31/01/24
True/ Cashbook Closing	£233,234.91		

Balance

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
19/12/23	3281	Confidential	459.23	0.00	237,606.66
19/12/23	3282	Confidential	2,024.02	0.00	235,582.64
04/01/24	DD 4/12/23 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00	235,494.64
08/01/24	3284	Bespoke Web Designs	87.50	0.00	235,407.14
08/01/24	3285	Lympstone Village Hall CIO	24.00	0.00	235,383.14
08/01/24	3286	Confidential	422.62	0.00	234,960.52
08/01/24	3287	JD Maintenance Services	186.35	0.00	234,774.17
08/01/24	3288	Chew Valley Trees Ltd	522.90	0.00	234,251.27
08/01/24	3290	Kings Garden & Leisure Centre	13.99	0.00	234,237.28
08/01/24	3291	Lympstone Village Hall CIO	94.00	0.00	234,143.28
08/01/24	3292	Maintenance contractor	850.00	0.00	233,293.28
09/01/24	Herald Ad	Herald Advert	0.00	75.00	233,368.28
10/01/24	LT/44 10 01 24	Memorial bench contribution	0.00	200.00	233,568.28
13/01/24	500069 13/1/24	Herald Advert	0.00	135.00	233,703.28
15/01/24	DD 15/01/24 YC 166	EDF Energy Ref: 671079829166 (YC)	38.00	0.00	233,665.28
15/01/24	DD 15/12/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00	233,546.28
15/01/24	FPI 15 01 24	Herald Advert	0.00	6.00	233,552.28
16/01/24	DD 16/01/24 CF	EDF Energy Ref: 9208111111 (Candys Field)	143.29	0.00	233,408.99
16/01/24	FPI 16/01/24	Herald Advert	0.00	450.00	233,858.99
17/01/24	R Acca 17/1/24	Herald Advert	0.00	135.00	233,993.99
18/01/24	FPI 18 01 24	Herald Advert	0.00	75.00	234,068.99
23/01/24	FPI 23 01 24	Herald Advert	0.00	9.00	234,077.99
24/01/24	FPI 24/1/24	Herald Advert	0.00	48.00	234,125.99
25/01/24	3296	Lympstone Village Hall CIO	24.00	0.00	234,101.99
25/01/24	FPI 25/1/24	Herald Advert	0.00	135.00	234,236.99
30/01/24	500070 (1)	Memorial fee	0.00	140.00	234,376.99
30/01/24	500070 (2)	Burial fee	0.00	419.00	234,795.99

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00		234,794.99
22/08/23	3212	Devon Wildlife Consultants	1,100.00		233,694.99
02/10/23	3212	Devon Wildlife Consultants	-1,100.00		234,794.99
06/11/23	3262	Royal British Legion	100.00		234,694.99
19/12/23	3279	Jemmy Ltd	350.00		234,344.99
08/01/24	3289	The Gun and Sport Shop	55.00		234,289.99
25/01/24	3293	Exmouth and District Community Transport Group	343.68		233,946.31

25/01/24	3294	Optima Graphics Topsham Ltd	613.00		233,333.31
25/01/24	3295	Edge IT Systems Ltd	98.40		233,234.91
Total uncleared and unrepresented			1561.08	0.00	
Total debits / credits			6657.98	1827	

Reconciled by Lucy Tyrrell

January 2024 - Financial Statement – Cashbook

Statement of receipts and payments between 01/01/24 and 31/01/24 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	£235,131.64
Total	£235,131.64

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	1,068.00	0.00	1,068.00
30 Burial Fees	559.00	0.00	559.00
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	200.00	0.00	200.00
55 Web adverts	0.00	0.00	0.00
60 Parishes Together	0.00	0.00	0.00
65 External grants	0.00	0.00	0.00
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	1,827.00	0.00	1,827.00
Total Receipts	1,827.00	0.00	1,827.00

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Confidential	0.00	0.00	0.00
1005 Confidential	422.62	0.00	422.62
1015 Village Hall hire	142.00	0.00	142.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	0.00	0.00	0.00
1030 Courses, travel etc	0.00	0.00	0.00
1035 Insurance, Audit, Electricity	0.00	0.00	0.00

1040 Misc	59.82	9.17	68.99
1045 Herald Printing	613.00	0.00	613.00
1050 Maintenance contractor	850.00	0.00	850.00
1055 Grass cutting	0.00	0.00	0.00
1060 Other maintenance	268.35	16.40	284.75
1065 General tree work	435.75	87.15	522.90
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	136.47	6.82	143.29
1095 Toilets	83.81	4.19	88.00
1100 Flood equip maintenance	0.00	0.00	0.00
1105 LFRG expenses	0.00	0.00	0.00
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	87.50	0.00	87.50
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	0.00	0.00	0.00
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	343.68	0.00	343.68
9999 VAT Payments	0.00	0.00	0.00
Council Total	3,592.52	131.21	3,723.73
Total Payments	3,592.52	131.21	3,723.73

Closing Balances

Ordinary Accounts

Current Account	£233,234.91
	£233,234.91
Total	£233,234.91

24/18.3 Clerk's Action List

The Clerk reported that she had erected a notice next to the defibrillator at The Saddlers Arms as the new pads required were still out of stock. The online Circuit had been informed and had temporarily taken the defibrillator out of action.

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

Cllr Hill proposed that the Clerk send grant forms to the VHCIO to apply for a contribution towards the proposed disabled access ramp. Cllr Linfoot seconded. Unan.

RESOLVED that the Clerk would send the necessary grant documentation to the VHCIO to apply for a LPC grant.

Cllr Culhane asked the Clerk to invite SWW again to the next PC meeting.

24/19 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

County Cllr Trail reported that the Exe Estuary Trail (EET) between Lypstone and Exmouth had been completed and reopened. He reminded all that it was a shared space for all users and not just a cycle path. He added that work was due to begin additional repairs along the trail at Exton and this section would be closed for two weeks from 19th February. All residents in the area would be informed. Unfortunately, the diversion for cyclists would be a lengthy route. He reminded all that there was a Exe Estuary Management Partnership (EEMP) meeting tomorrow at County Hall and places should have been applied for. Four Cllrs from LPC would be attending. He added that questions should have been submitted in advance. Cllr Trail explained that DCC was still waiting for details regarding planning application 23/2627/MFUL and wanted a new travel survey submitted and onsite meeting with the applicants.

Cllr Minter questioned Cllr Trail on how best to limit the speed of bikes travelling through the village, as near misses had been experienced with pedestrians. Cllr Minter stated that the cobbled parts of The Strand were ineffectual in slowing down bikes using the trail through the village. Cllr Trail explained that cyclists on the Highway was a police matter, DCC could only deal with EET users. He added that the trail was for recreational use, a shared space and not a road. Any concerns of the users along the EET could be reported to him to take to the department of transport. Highway user concerns was a police matter. A resident highlighted that a few years ago DCC undertook an analysis regarding the EET and the information/data collected had never been shared with Parishioners. Cllr Trail explained that he would speak to the PROW department for these findings.

Cllr Trail explained that due to the road works along A376 there was many diversions in place. However, no HGVs should be using Courtlands and Sowden Lane. Any misuse of HGVs using these roads should be reported to the police.

Cllr Trail explained that new signage for pedestrians would be erected between Pink House Corner and to the Common.

District Cllr Jung read his report:

Green Wedges

The Strategic Planning committee agenda proposal for "Green Wedges" for the District has been published which could give a negative effect on what we actually want to do to protect and enhance our countryside.

However, the Green Wedges are not actually a way of protecting the countryside but more a way of restricting community being coaligned.

In the case of Lypstone the use of a Green Wedge is a development planning tool not to allow Lypstone to merge into Exmouth or vice versa and that has worked well in the last 10 years. Therefore, I will be doing my utmost to uphold the present Green Wedges unless there is a better way than not stopping development between communities.

As a council we are working on a "Renaturing plan, Biodiversity plan, Clyst Valley Regional Park enhancements, other country parks, Natural Nature reserves and Sanga's strategy, plus reviewing our National Landscapes (where called AONBs until December) so looking at the Green Wedge strategy on its own gives a false impression on what we want to do to protect our countryside.

South West Water

Sewage failures is a massive issue right now nationally and from my workload it is an increasing problem.

Failing infrastructure, Sewage Trucks running all over the place, Sewage works promised but never built, sewage discharges and advising people not to swim in the sea are all issues I'm having to deal with.

As a District Council we are not really supposed to get involved as it's the water company, Ofwat or Environment Agency job, but for reasons only our MPs can answer, we as a Council now totally committed to react to the water companies total failures to provide an acceptable level of service.

County Cllr Trail added that the local MP was in regular contact with SWW.

The Chairman explained that he had viewed the proposed changes to the green wedge and felt they were being removed to assist future developments. He felt because members of the public had objected to previous applications because of the green wedge then EDDC was just removing them. District Cllr Jung explained that he had not been involved with the proposals and would be objecting to them. It would also have to go through committee then to public consultation before a final decision was made.

District Cllr Ingham highlighted that Powderham Castle had impressive signage to remind all users of the shared space. County Cllr Trail explained that all DCCs signage was standardised. Cllr Ingham felt the removal of the barriers from the EET to the Highways was dangerous and there must be signage to warn users of the dangers to approaching and entering the Highway. Cllr Ingham felt the green wedge should be grown not reduced. He added that any development led to future development. Finally, he added that he was thrilled to hear that LPC was updating the Lypstone Neighbourhood Plan. He added that during the planning of this one, then the next one should also be considered. The NP affected planning authority decisions but not controlled them.

24/20 Planning applications

23/2627/MFUL - Construction of proposed 'Educatering' facility (use class E(g) and B8) including parking, access, area for growing crops and landscaping at Land North East Of Parkfield Cottages Pink House Corner, Lypstone.

Members of the public spoke on this application. They highlighted the following concerns:

- EDDC statutory consultation had been late.
- Increased traffic on a dangerous bend to the A376
- How would the work force be able to access the site safely?
- No footway along the narrow highway.
- Not on a public transport route.
- Immediate residents would be affected by noise and artificial light pollution.
- HGVs would omit regular vibrations, noise and pollution.
- Developing an agricultural field.
- If the educational field visits failed, would the distribution side fail?

District Cllr Jung added that he had not met with the applicants and did not support the application. He added that DCC had objected due to no on-site waste or sewage infrastructure.

Cllr Linfoot proposed to object to the application for the following reasons: negative effects on amenity, social and economic impact - particularly due to noise, smell, disturbance, access to site and light pollution, out of character in the area, the negative and adverse visual impact of the development - particularly on the landscape, ecology, and the locality, the detrimental effect of the proposed development on the character of the local area and the design issues - including the bulk and mass of the building.

Cllr Culhane added to object due to the negative ecological impact through the removal of arable land and 10m of hedgerow. A Biodiversity Net Gain calculation had not been included. The application could have potential significant effects on designated sites, and therefore a Habitats Regulations Assessment was required (regulation 63 of the Conservation of Habitats and Species Regulations 2017 (as amended)). She also added that Policy E5 of the Local Plan stated that small scale economic development in rural areas could only be allowed where the local highway network could accommodate the forecasted increase in traffic. Cllr Moffatt highlighted the fact that the application contravened Strategy 7 of the East Devon Local Plan (EDLP), it was not in keeping with the landform and patterns of development and would also cause visual intrusion as a result of nighttime illumination. It was not in accordance with Strategy 5B, sustainable transport as it would be difficult for the workers at the site to get there by public transport. He felt that

without a proper environmental impact assessment, it could not be shown to be in accordance with Strategy 5 of the EDLP.
Cllr Moffatt seconded. Unan.

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

24/21 Planning decisions

RESOLVED that the EDDC decisions were noted.

24/22 Reports of Committees

The Chairman brought forward the Community Committee item. Unan agreed.

Community committee – Cllr Staddon (C), Cllr Payne (VC), Cllr Culhane, Cllr Francis, Cllr Linfoot, Cllr Moffatt

Cllr Minter introduced Mr Rob Harrison to all members. Mr Harrison kindly offered to lead and organise the beating of the bounds 2024. He was able to meet with Cllr Minter to discuss the event in more detail. Mr Harrison explained that there were two missing boundary stones – one at the Goodmores development and one at Downlands. The route would have to be amended to avoid the large developments for public safety. Cllr Minter proposed that the PC supported the event, and the date would be Sat 7th September. Cllr Linfoot seconded. Unan.

RESOLVED that the four yearly beating of the bounds event would be fully supported by the PC and held on the 7th September 2024.

Cllr Minter set out in documentation supporting the Beating of the Bounds that a risk assessment would be required, but he was unfamiliar with the required format. Cllr Minter requested instruction in what format the risk assessment should be completed. Cllr's Payne, Staddon and the Clerk agreed to support with this request.

Cllr Linfoot reported that the date for the Parish Party would be Sat 22nd June. He proposed the following budget to host the event:

Lympstone Party Budget - Saturday 22nd June 2024

Item:	Cost:
Bar to be supplied Lympstone PTA	0
Food to be supplied by Youth club	0
Music - 4 bands (Lympstone brass band, Salty Bandits + 2 others)	£1000.00
Refrigerated trailer	£ 390.00
Portaloos.	£ 350.00
Miscellaneous (Youth club utilities, World record attempts fees and equipment: t shirts and recycling)	£ 200.00
Total cost	£1940.00

Cllr Linfoot proposed that the date and budget was agreed by the PC. Cllr Staddon seconded. Unan.

RESOLVED that the Parish Party would be held on 22nd June 2024 and a budget of £1940 was approved.

Assets and amenities committee – Cllr Atkins (C), Cllr Staddon (VC), Cllr Francis, Cllr Hill

Cllr Hill reported that he would chase up the PCs solicitor regarding the land registry document for Front Meadow was now in the PCs ownership. He proposed an informal meeting to be held with the PC and the Parochial Parish Church (PCC) for an update with proposed lease terms and conditions. Cllr Hill added that the fees of a solicitor to write a lease would be in the region of £2,000-£3,000 and felt that he could write this so as not to cost the taxpayer. He needed to ensure that the land registry transfer was in the process of being completed before the lease could be agreed. He added that the Church had agreed to pay for the costs of a lease. Cllr Gale-Hasleham offered to assist with writing a lease. Cllr Jung added that money could not be transferred to the Church from the PC. Mr Stratford (Church representative) was present and explained that the Church would not pay for legal fees and any request for this would have to be referred to the Diocese. He added that the car park was the PCs responsibility and currently not regularly being used by the Church as the PC were not unlocking the access bollards. However, he did admit that the Church were unlocking the bollards themselves on a Sunday to use the car park but without insurance. Cllr Hill explained that he would arrange an informal meeting with the Church, Cllr Gale-Hasleham and Cllr Minter to review the lease and redraft acceptable information for the Church solicitor.

Cllr Linfoot reported that the next phase of pollarding work along the Avenue would take place all day on 27th February. He added that a temporary path diversion would be in place for pedestrians. Cllr Francis would create a facebook post to notify the public in advance. Cllr Minter asked the Clerk to follow up with Jack Davies regarding the noticeboard repair. Cllr Linfoot reported that both him and the Clerk had met with Halcyon Landscapes to review the proposed works to the paths in the cemetery. There was slight increase in costs of £2,800 due to wider, deeper paths, reseeding, and an increase in costs since July 23. He proposed to accept the new quote for work to commence from April 2024. Cllr Staddon seconded. Cllrs Francis, Hill, Moffat and Payne supported. Cllr Minter, Culhane and Gale-Hasleham agreed with the new quote but not the removal of the North to South centre path. They believed members of the public needed advanced warning of this work and felt it was unnecessary. The Clerk explained the path was to be removed as there was alternative access around the ground, and this would allow for additional room for future graves. It was agreed that notice of works would be added to the Herald, website and PC facebook page.

RESOLVED that the revised quote from Halcyon Landscapes was accepted.

Environment committee – Cllr Culhane (C), Cllr Staddon (VC), Cllr Minter, Cllr Moffat
Cllr Culhane reported on the Environment Committee meeting held on 15th Jan.

LFRG Flood Response Plan: Mr Corcos presented the LFRG Flood Response Plan, updated December 2023. Flooding is the 'likeliest' impact of climate change on Lympstone residents. LFRG's work covers the steps taken before, during and after a severe flood incident. Team Leaders assess each Met Office flood alert and determine the level of response required. An Incident Flow Chart is activated for Met Office 'Red' alerts.

ACTION: LFRG asked all Councillors to read the Emergency Plan and comment.

RECOMMENDATION: LFRG is concerned about succession planning for Team Leaders, and requested support with recruiting volunteers. Cllr Culhane suggested LFRG might benefit in the short term from the Community Payback Scheme, for example gully cleaning.

The Committee feels that a 'dry run' of the Flood Incident Plan would be beneficial, both as a desktop exercise, and 'on the ground'.

Climate Action Declaration and Strategy

Catherine Causley, EDDC Climate Change Officer presented to the Committee. She has been in post since June 2021, and has one Support Officer. She is tasked with reducing EDDC's carbon emissions and achieving net zero by 2040. Current work includes updating EDDC's Climate Action

Plan; engaging with 'Green Team' Heads of Departments, and driving an 8% reduction in EDDC's carbon footprint year on year in order to achieve a 50% reduction by 2030. EDDC are stakeholders in the Devon Carbon Plan. Key themes are Climate emergency; Ecological emergency; Mitigation; Adaptation and Language used.

Catherine sees the main role of local councils as leading action locally, and supporting the community. LPC has a pivotal role as connector to the Lympstone community. LPC's in-house emissions are also important, and any carbon reductions achieved can be promoted to encourage, support and educate residents.

Net zero targets are linked to carbon reduction. EDDC employed the University of Exeter to calculate their carbon footprint and produce annual reports. Local councils are encouraged to use the Impact tool (<https://impact-tool.org.uk/>).

Catherine recommends collating and measuring data on emissions regularly, and leading by example. Look at examples of what other councils are doing eg Exmouth; Axminster and Honiton. Look at what we can support, for example Local EV Infrastructure; Energy Saving Devon; Exeter Community Energy; Active Travel; Recycling; No Mow May; Climate Action Programme; Community Action Groups; Devon Communities Together; workshops/courses/events, and funding for businesses and communities.

ACTION: *Declare a Climate and Biodiversity Crisis*

Cllr Culhane asked the Clerk to recirculate the emergency plan and asked Cllrs to send any comments to her by next Monday.

Cllr Culhane proposed the PC make a public climate action declaration. Cllrs Linfoot and Hill queried what this meant for the PC. Cllr Culhane explained that the PC was already doing this e.g. water testing, wildflowers, cycle trail, recycling etc and this would reaffirm the PC promoting positive ways forward regarding the environment by supporting the following statement:

Climate Action Declaration

'We, Lympstone Parish Council, acknowledge the need to act on the causes and impacts of the climate change and biodiversity crisis. As a local council, we work towards improving community well-being and providing better services. We recognise that local action to combat climate change can deliver numerous benefits, including safeguarding a habitable future. The transition to net zero helps tackle the rising cost of living, improving health and the local economy.

We commit to developing our own local Climate and Nature Strategy, in consultation with our residents and local partners. Our Strategy will inform all future LPC decision-making, provision of local services and, at its heart, will seek to improve the quality of life and wellbeing for everyone in Lympstone.

We pledge to use our influence and decision-making powers wherever possible to support EDDC's Climate Action Plan, and the transition to net Zero by 2040, or earlier.'

Cllr Minter seconded. Cllrs Gale-Hasleham, Hill, Moffatt, Payne and Staddon supported. Cllrs Francis and Linfoot abstained.

RESOLVED *that the PC publicly made their climate action declaration.*

Cllr Culhane added that a specific working group could now be formed to create actions.

Cllr Staddon gave an update on the ongoing correspondence regarding the Wotton Brook Water Quality group and the Dinan Way link road extension:

The Wotton Brook Water Quality Group (WBWQG) are now at a stage of liaising with relevant local stakeholders of the Brook for a meeting next week, to discuss where we are.

The group are continuing to work with the West Country Rivers Trust to develop training, testing methodology and the right equipment. We will eventually be looking for volunteers for future monitoring.

We have already been investigating key issues, threats, and opportunities for the Brook. With regards to the Dinan Way Extension and drainage, Clem Davies has received a more positive response from Meg Booth and also a senior Engineer from Devon County Council, which is good news for both the WBWQG & LFRG. The Engineer has agreed to meet after the detailed designs have been completed and has stated, there will be opportunities for further changes at this stage. The group are still gaining great input from Jo Bradley, who heads Stormwater Shepherds and is an expert on road run-off. The WBWQG will be at the next PC meeting for a further update.

Planning and Transport – Cllr Linfoot (C), Cllr Francis (VC), Cllr Culhane, Cllr Minter, Cllr Moffat

Cllr Linfoot asked District Cllr Jung if there was any update regarding EDDC strategic planning and the Meeting Lane planning proposal. District Cllr Jung explained that there was currently a debate about whether to approve/object to the planning development depending on whether EDDC had a four-year land supply. Cllr Linfoot felt that regardless of what public opinion was, it would all come down to a decision over land supply.

24/23 Items for the next Agenda

Wotton Brook Wayer Quality Group (WBWQG) to report an update.

Invite SWW to next meeting.

EEMP meeting report.

The Hub planning update.

Meeting closed: **9.45pm**

Chairman:

Date:

24/27 Clerks Report

LVHCIO grant application – Access ramp alongside the village hall.

LYMPSTONE PARISH COUNCIL

APPLICATION FOR A GRANT: **DISABLED ACCESS RAMP**

<i>Name of organisation:</i> Lympstone Village Hall CIO
<i>Contact details:</i> Steve Morgan, Acting Chair
<i>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.</i> The charity's aim is to provide a safe, welcoming, and well-equipped venue where local people from all parts of the community can come together for community events and activities. The Village Hall is located at the heart of our community, offering three bright and welcoming spaces, redecorated throughout since 2022, and fitted with modern audio-visual equipment, and a UV air sanitising system. The rooms accommodate a wide range of village activities, meetings, social groups as well as events such as parties and wedding receptions. The venue is also available for business hire, having ideal facilities for both conferences and smaller meetings. Whole venue hire is available.
<i>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.</i> The objectives of the charity are to manage, maintain and improve Lympstone Village Hall, providing for the benefit of the inhabitants of the Parish of Lympstone and its immediate vicinity, (without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions) facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants. The Village Hall is supported and utilised by a wide range of local clubs, groups, and societies, including the Lympstone Tennis Club, Lympstone Art Group, Lympstone History Society, Lympstone Entertainments, Lympstone Players, Lympstone Garden Club, Lympstone Parish Council, Lympstone Primary School (through a contract with Devon County Council), Little Ducklings Nursery and Lympstone Film Society. The Village Hall and its grounds provide an excellent venue for tennis tournaments, theatre productions, the Annual Show, and many other village community events. The aim is to include all parts of the local community, hence the focus on improving access to the Village Hall for disabled people, and the drive to improve the thoroughfare between the tennis courts and the Village Hall for people moving between the lower and upper parts of the village.
<i>Please say what you want the money for and how you know there is a need for your activity.</i> The requested grant of £6,000 is required to part-fund the cost of constructing a disabled access ramp between the tennis courts and the Village Hall. The investment will result in significant community benefit afforded by a more level, safe path access. Improved access allows the village hall to make its facilities more available to vulnerable members of our community, for example in the provision of warm spaces during the winter months. Rob Hilton (Architect) designed the access path, and RBL Developments have quoted for the construction work, due to be carried out in the Spring Half Term (February 2024).
<i>If the grant is for a particular project, what is the total cost and where is the balance coming from.</i> The total cost of the project is £12,750, VAT exempt (see quotation attached). The balance of £6,750 will come from the Village Hall's reserves. The project costs include the provision of a tarmacked path, with handrails and landscaping (see quotation).
<i>Do you have a Constitution? If so, please supply a copy.</i>

Yes we do – please find the Constitution attached.
Accounts. Please supply a copy of your last set of accounts and give details of your current account balance. Please find the Report and Accounts for the year ended 31/3/23 attached. The charity's NatWest current account balance as at 7/2/24 stands at £11,342.57.
Policies - If your Organisation deals with people, please list the policies you have in place to ensure that they are protected. <ol style="list-style-type: none"> 1. Safeguarding Children, Young People, and Vulnerable Adults Policy 2. Lone Working Policy 3. Whistle Blowing Policy 4. Complaints Policy 5. Ethical Policy 6. Environmental Policy 7. Data Protection Policy All of the charity's policies can be accessed via the Village Hall website, https://www.lympstonevillagehall.org.uk

Finance – Income / Expenditure / Financial summary / Budget report

February 2024 - Bank Account Reconciled Statement

Current Account

Statement Number	11	Bank Statement No.	11
Statement Opening Balance	£234,795.99	Opening Date	01/02/24
Statement Closing Balance	£236,809.11	Closing Date	29/02/24
True/ Cashbook Closing Balance	£235,854.71		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
25/01/24	3293	Exmouth and District Community Transport Group	343.68	0.00	234,452.31
25/01/24	3294	Optima Graphics Topsham Ltd	613.00	0.00	233,839.31
05/02/24	3297	D.G. Atkins	52.20	0.00	233,787.11
05/02/24	3298	HMRC (PAYE / NI)	501.37	0.00	233,285.74
05/02/24	3299	Confidential	2,218.38	0.00	231,067.36
05/02/24	3300	Confidential	301.91	0.00	230,765.45
05/02/24	3302	JD Maintenance Services	88.60	0.00	230,676.85
05/02/24	DD 5/2/24 (401)	EDF Energy Ref: 671024465401 (Toilets)	88.00	0.00	230,588.85
05/02/24	XTV126000100158	HMRC (VAT)	0.00	6,377.57	236,966.42
14/02/24	500071	Herald Advert	0.00	45.00	237,011.42
15/02/24	DD 15/02/23 (135)	EDF Energy Ref: 671079829135 (YC)	119.00	0.00	236,892.42
15/02/24	DD 15/02/24 CF	EDF Energy Ref: 9208111111 (Candys Field)	241.81	0.00	236,650.61
15/02/24	DD 15/02/24 YC 166	EDF Energy Ref: 671079829166 (YC)	38.00	0.00	236,612.61
16/02/24	FPI 16/2/24	Woodbury Parish Council	0.00	133.50	236,746.11
26/02/24	26/02/24 23/001	Herald Advert	0.00	63.00	236,809.11

Uncleared and unrepresented effects

18/05/23	3176	BT Payphones	1.00		236,808.11
22/08/23	3212	Devon Wildlife Consultants	1,100.00		235,708.11
02/10/23	3212	Devon Wildlife Consultants	-1,100.00		236,808.11
06/11/23	3262	Royal British Legion	100.00		236,708.11
19/12/23	3279	Jemmy Ltd	350.00		236,358.11
08/01/24	3289	The Gun and Sport Shop	55.00		236,303.11
25/01/24	3295	Edge IT Systems Ltd	98.40		236,204.71
05/02/24	3301	Jemmy Ltd	350.00		235,854.71
Total uncleared and unrepresented			954.40	0.00	
Total debits / credits			5560.35	6619.07	

Reconciled by

Lucy Tyrrell

1st March 2023 – 29th February 2024 - Financial Statement – Cashbook

Statement of receipts and payments between 01/04/23 and 29/02/24 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

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	48,500.00	0.00	48,500.00
15 CIL	90,953.11	0.00	90,953.11
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	5,027.00	0.00	5,027.00
30 Burial Fees	3,099.00	0.00	3,099.00
35 Lymp FC	0.00	0.00	0.00
40 Flower Beds	0.00	0.00	0.00
45 Wayleaves	7.54	0.00	7.54
50 Misc	665.00	0.00	665.00
55 Web adverts	0.00	0.00	0.00
60 Parishes Together	0.00	0.00	0.00
65 External grants	1,220.00	0.00	1,220.00
70 YC Rech	1,446.95	0.00	1,446.95
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	133.50	0.00	133.50
99 VAT refund	6,377.57	0.00	6,377.57
100 Guildford BG	0.00	0.00	0.00
105 FLOS	0.00	0.00	0.00
Council Total	157,429.67	0.00	157,429.67
Total Receipts	157,429.67	0.00	157,429.67
PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Confidential	26,994.81	0.00	26,994.81
1005 Confidential	2,549.66	36.00	2,585.66

1015 Village Hall hire	1,306.00	0.00	1,306.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	3,026.90	411.30	3,438.20
1030 Courses, travel etc	394.34	62.12	456.46
1035 Insurance, Audit, Electricity	746.20	126.00	872.20
1040 Misc	2,307.55	373.54	2,681.09
1045 Herald Printing	5,860.00	0.00	5,860.00
1050 LPC maintenance contractor	7,170.00	0.00	7,170.00
1055 Grass cutting	0.00	0.00	0.00
1060 Other maintenance	5,131.36	288.70	5,420.06
1065 General tree work	3,845.75	769.15	4,614.90
1070 Bin emptying	848.33	169.67	1,018.00
1075 Handyman	0.00	0.00	0.00
1080 Notice boards - maintenance	0.00	0.00	0.00
1085 Play equipment	120.00	0.00	120.00
1090 Lights in CF	1,614.67	80.71	1,695.38
1095 Toilets	6,433.05	202.08	6,635.13
1100 Flood equip maintenance	141.04	21.45	162.49
1105 LFRG expenses	493.55	17.77	511.32
1110 Gulliford cemetery	0.00	0.00	0.00
1115 Burial Ground	70.00	0.00	70.00
1120 YC Maintenance	1,050.00	200.00	1,250.00
1125 YC Utilities	2,235.57	111.81	2,347.38
1130 Website etc	497.00	0.00	497.00
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	8,299.70	1,192.94	9,492.64
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	113.50	22.70	136.20
2000 S137 Funding	100.00	0.00	100.00
2010 Other Grants	997.51	0.00	997.51
9999 VAT Payments	0.00	0.00	0.00
Council Total	82,346.49	4,085.94	86,432.43
Total Payments	82,346.49	4,085.94	86,432.43

Closing Balances

Ordinary Accounts

Current Account	£235,854.71
	£235,854.71
Total	£235,854.71

Clerk's Action List - Lympstone Parish Council: Clerks Action List – February 2024

Month and Minute	Response	Date Actioned
Feb 24/18.1	Send approved documents to webmaster – contracts, equality, grant policies, TOR for working groups, H&S statement.	7/2
Feb - 24/18.3	Clerk would send the necessary grant documentation to the VHCIO to apply for a LPC grant.	7/2
Feb - 24/18.3	Clerk to invite SWW again to the next PC meeting.	7/2
Feb – 24/20 Planning applications	23/2627/MFUL - Construction of proposed 'Educatering' facility (use class E(g) and B8) including parking, access, area for growing crops and landscaping at Land North East Of Parkfield Cottages Pink House Corner, Lympstone.	07/02 recommendations sent to EDDC

	Recommendation: Object	
Feb - 24/22	Clerk to confirm with Halcyon that the revised quote was accepted.	19/2
Feb - 24/22	Clerk to follow up with Jack Davies regarding the noticeboard repair.	7/2
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
PC meeting		5/2
Minutes		6,7/2
Herald report		6,7/2
Community committee agenda		9, 12/2
Planning and Transport committee agenda		20/2
Defibrillator reports online x2		27/2
New pads fitted		
PC agenda published		27/2

24/33 Planning decisions:

Date	Planning Application	LPC	EDDC
27/10/23 expires 19/11/23	23/0659/LBC - Re-thatch whole roof replacing wheat reed with water reed at Lavender Cottage.	8/11 Support	28/2 APPROVED