LYMPSTONE PARISH COUNCIL

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25th June 2024

To All Members of the Parish Council

You are summoned to attend a meeting of Lympstone Parish Council**,** to be held **7.00pm** on **Monday 1st July 2024 in the Meeting Room at the Village Hall.** ***NB The amended start time of 7pm***
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	**7.00**
24/77	*INFORMATION:* **Apologies**	**7.15**
24/78	*ACTION:* **Minutes** To confirm the minutes of the PC meeting held on the 3rd June 2024 (attached pgs 3-13).	**7.20**
24/79	*INFORMATION:* **To receive any Declarations of Interest**	**7.25**
24/80	**Clerk's Report (see attachments):** *ACTION:* **i) CIL report** – to approve last financial year's LPC CIL report to EDDC. (attached pg 14) **ii) LPC Standing Orders –** to approve the reviewed document previously circulated. **iii) LPC Code of Conduct -** to approve the reviewed document previously **iv)** circulated. **v) Staff Appraisal** – to approve the review previously circulated.	**7.30**

	INFORMATION: **vi) Finance** – Payments / Financial summary / Budget report **vii) Clerk's Action List**	
24/81	*INFORMATION:* **Reports from the Chairman, East Devon District Councillors and Devon County Councillors** if any.	**7.40**
24/82	*ACTION:* **Planning applications** **24/1201/FUL** - Single storey porch extension at 19 Underhill Crescent.	**7.50**
24/83	*INFORMATION:* **Planning decisions**	**7.55**
24/84	*ACTION:* **Reports of Committees** **Assets and amenities committee** – Cllr Atkins to report on the new paths in the cemetery. **Community committee** – Cllr Linfoot to report on the Parish Party held on the 22nd June. **Planning and Transport committee** – Cllr Linfoot to report on the public drop-in session held on 8th June regarding the emerging East Devon Local Plan and the response submitted to EDDC from LPC.	**8.00**
24/85	*DISCUSSION:* **Items for the next Agenda**	**8.10**

MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.30PM ON MONDAY 3RD JUNE 2024.

PRESENT:	
Councillors	D Atkins, S Culhane, S Francis, R Gale-Hasleham, K Hill, N Linfoot, A Minter and L Staddon (Chairman)
Clerk	Miss L Tyrrell
County Councillors	R Scott
District Councillors	B Ingham
Public	8 members

Public session

A resident asked if the bin at the bottom of School Hill could be moved to the entrance to Front Meadow. Cllrs agreed that this could be considered once the PC was in total control of the site.

Another resident shared his dismay at EDDCs handling of the planning application and appeal process for the development at the temporary car park, Underhill. He asked if the PC could consider writing to EDDC regarding this issue. Cllr Minter shared concerns of how this application had been objected to twice and the online information provided was vague and opaque. District Cllr Ingham explained that there was a process followed by EDDC and he would send the Clerk more information.

A member of the public wanted to speak on the footpath diversion and the Chair asked him to speak when the item was raised during the meeting.

24/68 Apologies

Cllr Payne, County Cllr Trail and District Cllr Jung due to other commitments.
Cllr Linfoot proposed to approve the apologies. Cllr Staddon seconded. Unan.

RESOLVED that the Apologies were approved by the PC.

NB District Cllr Jung joined the meeting during item 24/72.

24/69 Minutes

Cllr Francis proposed the minutes of the PC meeting held on the 13th May were accurate Cllr Staddon seconded. Unan.

RESOLVED that the minutes of the PC meeting held on the 13th May 2024 be confirmed as a correct record and signed by the Chairman.

Cllr Atkins proposed that any reports over approx. 500 words in both PC and committee meetings should be included in an Appendix. Cllr Staddon seconded. Unan.

RESOLVED that any reports submitted over 500 words are included in an Appendix of the appropriate minutes.

Cllr Linfoot proposed that any committee meeting draft minutes were approved at the next PC meeting. Cllr Gale-Hasleham seconded. Cllrs Culhane, Francis, Hill, Minter and Staddon supported the proposal. Cllr Atkins objected.

RESOLVED that committee minutes were submitted to the Clerk at least a week before the next PC meeting to be approved by relevant committee members.

24/70 To receive any Declarations of Interest

None.

24/71 Clerk's Report

The Clerk presented a surprise gift to the PC of a framed portrait of the King. This was a limited addition print for PCs who applied and Lympstone was fortunate enough to receive one.

24/71.1 Annual Audit 2023/24 Internal Auditor's certificate.

The Clerk presented the AGAR certificate from the Internal auditor. Cllr Staddon proposed to agree to the Internal Auditors certificate. Cllr Francis seconded. Unan.

RESOLVED that the PC agreed the Internal Auditors certificate.

24/71.2 Annual Audit 2023/24 Governance Statement

Cllr Atkins proposed that items 1 - 8 were satisfactory. Cllr Staddon seconded. Unan.

RESOLVED that the governance statement was agreed, signed and dated by the Chairman and Clerk/RFO.

24/71.3 Annual Audit 2023/24 Accounting statements

Cllr Minter explained the changeover between the Receipts and Payments and the Income and Expenditure process, and how discrepancies had incurred. The Clerk added that Cllr Minters additional breakdown of figures would be sent with the document to the external auditor.

Cllr Staddon proposed that the accounting statements were satisfactory. Cllr Linfoot seconded. Unan.

RESOLVED that the accounting statements was agreed, signed and dated by the Chair and Clerk/RFO.

Cllr Linfoot thanked Cllr Minter and the Clerk for all their hard work with the finances and auditing process.

24/71.4 Notice of public rights

The Clerk suggested suitable dates to publicise the Notice of public rights 10 June to 19 July 2024. Cllr Staddon proposed the suggested dates. Cllr Francis seconded. Unan.

RESOLVED that the Clerk put up the public notices and add to the website from 10th June 2024.

24/71.5 Lympstone Water Quality Group grant application

Cllr Culhane explained that Mrs Davies from the group was happy to be asked any additional questions. Cllr Atkins felt the grant should be taken to a finance committee meeting for a recommendation. He added that there was no money left in the grant budget so this money would have to come from CIL funding. Cllr Staddon explained that this money would be a long term and future investment for the group. Cllr Minter felt as a PC working group then it should be budgeted for and provided like other PC working groups. Cllr Culhane added that the group had already spent much personal time and money on the project, and it was for the Parish's benefit. She also added that the group had applied for a grant from AONB, but the funding had been awarded then paused at this time. Cllr Staddon proposed to support a budget and award the grant of £1,000 to the working group. Cllr Culhane seconded. Cllrs Francis, Gale-Hasleham, Hill, Linfoot and Minter also supported the proposal. Cllr Atkins abstained.

RESOLVED that the PC would award the Lympstone Water Group a budget of £1,000 for the grant application.

Cllr Linfoot reminded all that working groups must abide to the PC code of conduct and be mindful that GDPR and confidentiality is paramount.

24/71.6 Correspondence received – DCC PROW Officer footpath No.1 diversion

County Cllr Scott explained that the public consultation for the diversion of this footpath was open for comment and would end on the 28th June. He added that any comments could be submitted online or sent directly to him. The applicant was present, and Cllr Francis asked what the reason for the diversion and the chosen direction was. The applicant explained that the existing footpath was too close to the shed which crossed the vehicular access track. A near miss had been witnessed of a dog almost being hit by a car. The visibility of the access from the path was blind to view the track. He had to take immediate action to prevent any future incident. The new footpath had clear visibility. Cllr Francis asked why the footpath diversion did not run along the existing footpath rather than cut across the field. The applicant explained that the footpath change had been debated but moving the footpath out gave a better angle to view the track from. Cllr Minter asked how many accidents had occurred. The applicant explained that footfall along the footpath had increased over the years and due to the changes in 2018 the track and visibility considerations had been overlooked. Cllr Linfoot asked the distance from the edge of the crossing of the footpath over the track to the stream. The applicant explained approx. five metres. He added that vehicles needed to accelerate out of the ford along the track at his point. Cllr Staddon added that dogs should be kept on a lead. The applicant agreed and explained that there were notices to ask dog walkers to adhere to, but it was not enforceable. He had spoken to his insurance company who would not cover the footpath if no action was taken. DCC would also not cover the public liability of users. Cllr Hill did express concerns of the safety of children using the footpath. A member of the public added that a disclosure notice could be erected to the entrance over the property and had never heard of an incident before. The applicant explained that DCC would not add any kissing gates to the new paths, so the visibility had to be improved. He had personally added the gates before. Cllr Scott explained that a DCC Officer would not make a final decision, members would. As it was a public consultation, no officer could make the recommendations. Cllr Minter referred to the agent's sales information which referred to the current shed in situ as a potential development

site. The applicant explained that the clause for this development would be a disincentive to convert the building. Cllr Scott added that individuals and the PC as a body could respond to consultation. The PC had been invited to respond as consultees who represented members of the public. Cllr Linfoot proposed to object to the diversion. Cllr Staddon seconded. Cllrs Atkins, Culhane, Francis, Gale-Hasleham and Minter supported the proposal. Cllr Hill abstained.

RESOLVED that the PC would submit a response of objection to DCC regarding the proposed diversion.

24/71.7 LPC Standing Orders

The Clerk presented the reviewed standing orders. Cllr Staddon proposed to support the amendments. Cllr Culhane seconded. Unan.

RESOLVED that the reviewed document amendments would be approved.

Cllr Culhane added there were many other changes that were necessary and felt the Finance and Advisory committee should look at his document in more detail and bring full recommendations back to full Council.

24/71.8 LPC Code of Conduct

The Clerk presented the reviewed code of conduct. Cllr Minter proposed that the document was taken to the Finance and Advisory committee for a more detailed review. Cllr Staddon seconded. Unan.

RESOLVED that both the PC standing orders and code of conduct were reviewed in more detail at the Finance and Advisory committee with full recommendations brought back to full council.

24/71.9 Internal Auditor Meeting

The Clerk reported that she had met with the internal auditor, Mrs Penny Clapham on the 24th May 2024 at 9.15am:

All accounting systems were present and correct. AGAR form for external auditor was successfully signed off. Website – checked minutes, public statutory notices and legal duties were accurate and in place. All risk assessments, policies and insurance details were current and in place.
Recommendations made by P Clapham:

- *Discrepancies between change of Payments and Receipts, Income and Expenditure figures which need to be explained.*
- *Open Unity Trust bank accounts: Current and Deposit*
- *Open a CCLA investment bank account*
- *Risk assessments to be added to the website.*
- *Clerk to be enrolled in a pension scheme.*
- *Implement a Reserves policy.*
- *Clerk to use a gov.uk email address.*
- *LPC to consider a part time assistant to the Clerk.*

10.30am – Cllr Minter arrived and met the internal auditor. After the internal auditor left, he stayed with the Clerk and went through the discrepancies. He was able to locate and explain how these had occurred. He produced a separate document to submit with the AGAR form.
It was a long meeting and very thorough, but I wanted to express my sincere thanks to Cllr Minter for his help and support in finding the anomalies and being able to explain. I couldn't have done this without him, so thank you Andrew.

Cllr Hill highlighted the fact that the Unity Trust bank did charge customer for its use. He added TSB 'not for profit' account did not charge and felt the PC should open this account. Cllr Minter felt Unity Trust bank was set up for Parish Councils and favoured this option. He added that the charge was about £6 per month, and they were instantly contactable via phone or email. The bank was a smaller, more personalised bank. They were recommended for organisations like the PC and they were covered by the Financial Conduct Authority (FCA). Cllr Hill added that a CCLA investment bank account should be opened as soon as possible. The Clerk asked all members to send all queries to her to enquire with the two different banks.

24/71.10 Finance
The Clerk explained that £90,953.10 CIL money had been received in May from the Goodmores development. A member of the public added that this was the final payment from the development.
Cllr Staddon proposed to approve the payments and receipts. He noted the financial summary and budget report. Cllr Linfoot seconded. Unan.

RESOLVED that the following payments be approved:

May 2024 - Bank Account Reconciled Statement

Current Account

Statement Number	14	Bank Statement No.	14
Statement Opening Balance	£245,179.50	Opening Date	01/05/24
Statement Closing Balance	£331,905.67	Closing Date	31/05/24
True/ Cashbook Closing Balance	£331,607.43		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
30/04/24	3336	Lympstone Village Hall CIO	122.00	0.00	245,057.50
30/04/24	3339	ROSPA Playsafety Ltd	151.20	0.00	244,906.30
30/04/24	3340	Employment	434.88	0.00	244,471.42
30/04/24	3341	Employment	2,166.62	0.00	242,304.80
30/04/24	3342	Employment	130.80	0.00	242,174.00
07/05/24	DC 07 05 24	East Devon District Council	0.00	90,953.10	333,127.10
07/05/24	DD EDF401 7/5/24	EDF Energy Ref: 671024465401 (Toilets)	63.00	0.00	333,064.10
09/05/24	FPI 09/05/24	Herald Advert	0.00	63.00	333,127.10
13/05/24	3344	JD Maintenance Services	107.33	0.00	333,019.77
13/05/24	3345	Optima Graphics Ltd	705.00	0.00	332,314.77
13/05/24	3346	J. Morrish	1,340.00	0.00	330,974.77
13/05/24	FPI 13/5/24	Herald Advert	0.00	100.00	331,074.77
13/05/24	FPI 13/5/24	Herald Advert	0.00	25.00	331,099.77

14/05/24	FPI 14 05 24	Herald Advert	0.00	40.00	331,139.77
15/05/24	DD EDF111 15/5/24	EDF Energy Ref: 9208111111 (Candys Field)	223.88	0.00	330,915.89
15/05/24	DD EDF135 15/5/24	EDF Energy Ref: 671079829135 (YC)	119.00	0.00	330,796.89
15/05/24	DD EDF166 15/5/24	EDF Energy Ref: 671079829166 (YC)	78.00	0.00	330,718.89
21/05/24	FPI 21/05/24	Memorial bench	0.00	485.00	331,203.89
24/05/24	3347	Multiple Suppliers/ Customers	1,683.31	0.00	329,520.58
28/05/24	YC FPI 28 05 24	Lympstone Youth Club-utilities 23/24	0.00	2,385.09	331,905.67

Uncleared and unpresented effects

18/05/23	3176	BT Payphones	1.00		331,904.67
22/08/23	3212	Devon Wildlife Consultants	1,100.00		330,804.67
02/10/23	3212	Devon Wildlife Consultants	-1,100.00		331,904.67
06/11/23	3262	Royal British Legion	100.00		331,804.67
19/12/23	3279	Jemmy Ltd	350.00		331,454.67
28/03/24	3176	BT Payphones	-1.00		331,455.67
28/03/24	3262	Royal British Legion	-100.00		331,555.67
28/03/24	3279	Jemmy Ltd	-350.00		331,905.67
30/04/24	3337	CPRE Devon	60.00		331,845.67
30/04/24	3338	D.G. Atkins	15.75		331,829.92
30/04/24	3343	PVM Supplies	222.49		331,607.43
		Total uncleared and unpresented	298.24	0.00	
		Total debits / credits	7623.26	94051.19	

Reconciled by Lucy Tyrrell

1st April 2024 – 31st May 2024 - Financial Statement – Cashbook

Statement of receipts and payments between 01/04/24 and 31/05/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£223,360.19
Total	£223,360.19

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	26,068.75	0.00	26,068.75
15 CIL	90,953.10	0.00	90,953.10
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	1,253.00	0.00	1,253.00
30 Burial Fees	805.00	0.00	805.00
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	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	0.00	0.00	0.00
70 YC Rech	2,385.09	0.00	2,385.09
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	121,472.48	0.00	121,472.48
Total Receipts	121,472.48	0.00	121,472.48

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Employment	5,084.75	0.00	5,084.75
1005 Employment	244.50	0.00	244.50
1015 Village Hall hire	158.00	0.00	158.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	660.00	86.18	746.18
1030 Courses, travel etc	39.40	0.00	39.40
1035 Insurance, Audit, Electricity	0.00	0.00	0.00
1040 Misc	569.34	110.72	680.06
1045 Herald Printing	1,410.00	0.00	1,410.00
1050 PC Maintenance Contractor	1,790.00	0.00	1,790.00
1055 Grass cutting	0.00	0.00	0.00
1060 Other maintenance	426.58	0.00	426.58
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	126.00	25.20	151.20
1090 Lights in CF	439.89	21.99	461.88
1095 Toilets	305.41	43.08	348.49
1100 Flood equip maintenance	54.00	0.00	54.00
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	181.00	36.20	217.20
1125 YC Utilities	375.24	18.76	394.00
1130 Website etc	0.00	0.00	0.00
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	849.17	169.83	1,019.00
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
1180 FLOS	0.00	0.00	0.00
2000 S137 Funding	0.00	0.00	0.00
2010 Other Grants	0.00	0.00	0.00
9999 VAT Payments	0.00	0.00	0.00
Council Total	12,713.28	511.96	13,225.24
Total Payments	12,713.28	511.96	13,225.24

Closing Balances

Ordinary Accounts

Current Account	£331,607.43
	£331,607.43
Total	£331,607.43

24/72.11 Clerk's Action List

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

24/72 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

The Chairman read District Cllr Jungs report:

Sorry I cannot be in attendance tonight at the PC meeting, that will be discussing both the neighbourhood plan and the East Devon local Plan. I will hopefully be attending the public events to provide support and assistance, but I'm required to attend another meeting this evening on behalf of the District Council.

I fully appreciate the time and effort Parish Councillors are putting in to ensure these important plans are explained to residents and then providing feedback to the planners who are truly representative of the community.

I can assure you that I will continue to work hard to protect the communities I represent and our wonderful surrounding countryside, whilst these plans develop.

Thank you for your support.

District Cllr Ingham explained that the current key issue was Regulation 18 of the Emerging Local Plan and the public consultation. Responses must include housing allocations and under no circumstances build in green wedge and coastal preservation areas even though the boundary lines of these had moved. Cllr Culhane asked if this consultation was affected by Purdah. Cllr Ingham explained that the consultation was launched before the election was called and it would not be affected if there was no promotion of any individual person/party standing for election. Cllr Ingham continued, that EDDC should have kept policy first then called for potential land for development and not the other way round. Cllr Linfoot asked what could be done to improve infrastructure before housing sites. Cllr Culhane was concerned that Lympstone was viewed as a town and not a village due to having a train station and therefore seemed to have to accept more housing than Woodbury. A member of the public suggested that the green wedge could be extended further and join the coastal protection area to prevent coalescence. Cllr Ingham explained that for the last fifteen years this had been called for. Cllr Jung advised the PC to recommend an improved policy to reinforce extending green wedges and preserving coastal protection areas. He added that Lympstone was in a unique place so it must be enforced.

County Cllr Scott explained that as the PC had reviewed its governance, it was imperative that working groups followed correct procedures. He added that Goodmores was fully paid-up regarding CIL money. He would send the Clerk additional information regarding Purdah to distribute among the PC. Cllr Linfoot thanked Cllr Scott for his help with getting materials and supplies ready for the community payback scheme and providing portaloos for the Parish party on 22 June.

A member of the public asked Cllr Scott for an update on the Dinan way extension now the Exmouth gateway project had been stopped. Cllr Scott explained that DCC had discontinued the gateway project. The allocated £4.5million was government money so DCC would have to submit an amendment to retain the money. He highlighted the fact that things may change after the general election in early July. He added that it would also depend on whether the decision was to be made by a minister or a civil servant.

The Chairman read her report:

Firstly, I would like to thank the retiring chair, Cllr Linfoot, I absolutely appreciate all his commitment to this PC and his hard work for the village. Thank You.
While I won't always be able to respond as quickly as I would like to emails etc, I will always return calls and take time to listen/respect and get back to you all as soon as I can, so please bear with me.
A thank you to Cllr Linfoot and our vice chair Cllr Francis for their hard work and information gathering for not only the revised Neighbourhood plan but for the East Devon Local Plan which they are busy sorting for a local consultation
The community payback scheme is in full flow with the initial work on the exterior of the Youth Hub started, it's looking better already. Thank you to Cllr Gale-Hasleham for initiating this and to Cllr Linfoot for helping the follow up.
Lastly a Well done to Lucy for successfully getting through the audit and to Cllr Minter for his kind help.
I end with thanking all the councillors for their time and commitment to this Parish... so much goes on behind the scenes of a PC that the public don't see. I really feel we have a strong council and are a great team.
Thank you.

24/73 Planning applications

24/0921/FUL - Construction of first floor extension and new external materials at Sowden Orchard.

Cllr Linfoot gave an overview of the site and application. He proposed to support the planning application. Cllr Atkins seconded. Unan.

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

24/0802/FUL - Construction of new storage building in front of property, 400mm extension to boundary fence and retrospective permission for a small extension to rear garden terrace at Tadpoles Longmeadow Road.

Cllr Linfoot shared concerns of flooding and the change in the building line. District Cllr Jung felt it would change the street scene and set a precedence. Cllr Linfoot supported the raise in the fence but objected to the building in the front lawn due to detrimental effect on the character of the local area, overdevelopment and overcrowding of the site. Cllr Hill objected to the planning application in its entirety. Cllr Culhane seconded. Cllrs Atkins, Gale-Hasleham, Minter and Staddon also supported Cllr Hill's proposal. Cllrs Francis and Linfoot abstained.

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

24/0721/FUL - The erection of two detached dwellings with integral double garages, to include associated hard and soft landscaping at Land North East Of Grange Close.

Cllr Culhane explained that she had previously circulated comments from Lympstone Water Quality group and asked the Chairman to read them to all members. The applicant was present and explained that he was there to answer any queries. Cllr Linfoot had read that the buildings were described as self-build and whether the applicant was going to build them or a developer. The applicant explained that it would be a developer building them, it was submitted as a self-build, so a bio-diversity plan did not have to be submitted. Cllr Jung added that a self-build could be overseen by an owner but built by a developer. Cllr Linfoot asked why two houses were being built when the site already had outline permission for one house. The applicant explained that the site was large enough to accommodate two houses comfortably. Cllr Linfoot explained that the Lympstone Neighbourhood Plan (LNP) stated the housing needs and why more smaller properties were not considered. The applicant explained that the access road would not allow for

more builds. A member of the public pointed out that a private drive would only allow five properties from it and this drive already had three properties serving it. Cllr Linfoot asked the approx. value of the finished properties. The applicant explained they would be on the market for approx. £1.5million. Cllr Linfoot felt that people wanted to downsize rather than have larger expensive properties. The PC must stand by the LNP. The applicant added that they were trying to balance and utilise the land. Cllr Atkins added that the land was waste land and no good for agriculture. Cllr Culhane added that the site was wildlife rich, and the PC had a statutory duty to protect biodiversity. Cllr Culhane proposed to object to the planning application due to being outside the BUAB, outside the approved outline planning application and lack of environmental detail provided. Cllr Linfoot seconded. Cllrs Francis, Gale-Hasleham and Staddon supported the proposal. Cllr Minter and Hill abstained. Cllr Atkins supported the application.

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

24/74 Planning decisions

RESOLVED that the EDDC decisions were noted.

24/75 Reports of Committees

24/75.1 Assets and amenities committee

Cllr Atkins reported that there had been a play area site meeting with Mr Iain Etridge from Eibe. He explained that Iain had been very understanding regarding the issues raised by the PC. He would be taking all issues back to Eibe and let the Clerk know any next steps to rectify. Iain was also asked to provide the PC with a quote to extend the surface mulch area to extend under and slightly past the fence line to prevent weed growth encroaching the play area. Cllr Staddon also added that the play area was an asset that the PC had to look after. Cllr Atkins explained that once Eibe had responded he would call an Assets and Amenities committee meeting to discuss.

Cllr Hill explained that the final contracts for LFC using both Cliff and Candys field were written and just needed to be signed once he had received the times and dates from the football club of training and matches. Cllr Staddon explained that once the Football Association had released dates then the football club would let the PC know. She added that a working party had been arranged by LFC on Sunday 14th July to clear and tidy up Cliff field around their goal posts, locker and toilet.

The Chairman asked all members if the meeting could continue until 9.45pm. Unan.

24/75.2 Community committee

Cllr Linfoot reported that three bands were confirmed to play at the Parish party on 22nd June. The marquee was due to be delivered on Wednesday, portaloos were organised and a first aider would be in attendance. Food and drink would be sold by the PTA during the afternoon and evening. He requested for volunteers to help on the Saturday morning to set up and Sunday morning to tidy up.

Cllr Linfoot praised the cubs for their recent litter pick and proposed the PC write a letter of thanks and donate a cheque of £50 towards their funds. Cllr Atkins seconded. Unan. Cllr Staddon abstained.

RESOLVED that a letter of thanks with a donation of £50 was sent to the Cubs from the PC.

Cllr Minter reported that the beating of the bounds four yearly event would be held on 7th Sept 2024. He explained that an article would be included in the July Herald. All landowners had been contacted and permission granted for the event. A risk assessment would be written, the main risks identified would be crossing roads and climbing hedges. He requested for 6-8 volunteers to help steward the event.
Cllr Gale-Hasleham reported that the community pay back scheme had started on the youth club building. They had asked for an asbestos report and was investigating this. Cllr Atkins explained there was no asbestos in the building. Cllr Gale-Hasleham thanked Cllr Linfoot for all his help and support getting the scheme up and running.

24/75.3 Planning and Transport committee
Cllr Linfoot reported that a committee meeting had been held on 28th May to discuss the emerging local plan and plan the PCs public drop-in session. Maps and key questions would be displayed for members of the public to view and consider. Public responses would have to be received by 17th June to be collated in time to submit to EDDC. Running concurrently, on the other side of the meeting room, would be a space for members of the public to reflect and comment on the new Lympstone Neighbourhood Plan (LNP). Including the successes of the current LNP and the next steps for the future. He added that it was important to note that by 2040 there was 600 houses proposed in Lympstone and 231 houses proposed in Woodbury. A member of the public highlighted that the sites put forward for development were not categorised as 'preferred' or 'second choice' anymore, they were now all classed equal. Cllr Culhane wanted to ensure that leading questions were not asked and preferred direct questions to be considered instead. She felt the current questions were too personal and had not been voted on. Cllr Linfoot explained that the questions had been discussed at the committee meeting and no issues had been previously raised regarding the choice of words used.

24/76 Items for the next Agenda
None at this time.

Meeting closed: **9.50pm**

Chairman: Date:

24/80 Clerks Report

Lympstone Parish Council Annual CIL Report

Reporting April 2023 to March 2024

A	Total CIL income carried over from previous years	**99,367.35**
B	Total CIL income received (receipt-9/5/2023)	22,738.28
	Total CIL income received (receipt- 13/11/2023)	68,214.83
	Total CIL income received	**90,953.11**
C	Total CIL spent (expenditure)	29,542.62
D	Total CIL repaid following a repayment notice	0.00
E	**Total CIL retained at year end (A+B-C+D)**	160,777.84

CIL Expenditure agreed PC Meeting 1st July 2024 min ref 24/----:

Date	Item/Purpose	Total
01/04/23 - 31/03/24	LPC grants for community groups	2,019.34
	Herald Printing	7,398.00
	Benches and gates	4511.21
	Play area	113.50
	Seat and picnic benches	2,570.00
	Public toilets	778.45
	Lympstone Flood Resiience Group	634.59
	Gulliford Burial Ground	810.83
	Lympstone Parish Council cemetery	70.00
	Youth Club building	1,050.00
	Website	497.00
	Community Hub Projects:	
	Phone box	750.00
	Coronation event	885.00
	The hub builidng project	6,499.70
	History box project	955.00
	Total CIL spent	**29,542.62**

Signed: Position: Parish Clerk

Verified: Position: Parish Council Chairman

Date: 1st July 2024

This document is sent to EDDC and published on the Parish Council website no later than 30th June following the reported year.

Finance:

June 2024 - Bank Account Reconciled Statement

Current Account

Statement Number	15	Bank Statement No.	15
Statement Opening Balance	£331,905.67	Opening Date	01/06/24
Statement Closing Balance	£322,275.89	Closing Date	30/06/24
True/ Cashbook Closing Balance	£321,060.25		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
30/04/24	3337	CPRE Devon	60.00	0.00	331,845.67
03/06/24	3348	N. Linfoot – Chairmans allowance	200.00	0.00	331,645.67
03/06/24	3349	R Gale-Hasleham – reimbursement	39.90	0.00	331,605.77
03/06/24	3351	Castle CCTV Ltd	126.00	0.00	331,479.77
03/06/24	3352	Lympstone Village Hall CIO	64.00	0.00	331,415.77
03/06/24	3353	N. Linfoot – reimbursement	41.00	0.00	331,374.77
03/06/24	3354	Penny Clapham	126.20	0.00	331,248.57
03/06/24	3355	Employment cost	467.94	0.00	330,780.63
03/06/24	3356	Employment cost	2,251.81	0.00	328,528.82
03/06/24	3357	Employment cost	250.97	0.00	328,277.85
03/06/24	3358	Reformed Plastics (UK) Ltd	552.00	0.00	327,725.85
03/06/24	3359	Devon County Council	500.00	0.00	327,225.85
03/06/24	3360	PVM Supplies	222.49	0.00	327,003.36
03/06/24	3361	JD Maintenance Services	338.75	0.00	326,664.61
03/06/24	3362	PC contractor	1,355.00	0.00	325,309.61
03/06/24	3363	Alison West - Bespoke Web Designs	1,075.50	0.00	324,234.11
03/06/24	3364	Source For Business	99.78	0.00	324,134.33
04/06/24	DD EDF401 4/6/24	EDF Energy Ref: 671024465401 (Toilets)	63.00	0.00	324,071.33
10/06/24	DDevonCC 5212539	Devon County Council	0.00	1,000.00	325,071.33
13/06/24	FPI 13 06 24	Herald Advert	0.00	135.00	325,206.33
14/06/24	FPI RSOR 14/6/24	Herald Advert	0.00	250.00	325,456.33
17/06/24	DD 17 06 24 E73	EDF Energy A-813EOE73	78.00	0.00	325,378.33
17/06/24	DD 17/6/24 971	EDF Energy A-DOBDO971	119.00	0.00	325,259.33
17/06/24	DD EDF111 17/6/24	EDF Energy Ref: 9208111111 (Candys Field)	230.50	0.00	325,028.83
17/06/24	FPI 17/6/24	Herald Advert	0.00	25.00	325,053.83
20/06/24	3365	Jewson	143.94	0.00	324,909.89
20/06/24	3366	Planning Portal	1,515.00	0.00	323,394.89
20/06/24	3367	Optima Graphics Ltd	808.00	0.00	322,586.89
20/06/24	3368	Lympstone Village Hall CIO	12.00	0.00	322,574.89
20/06/24	3369	Andrew Bolton Action For Life	250.00	0.00	322,324.89
20/06/24	3371	N. Linfoot – reimbursement	46.00	0.00	322,278.89

20/06/24	3372	Lympstone Village Hall CIO	24.00	0.00	322,254.89
20/06/24	3376	L. Staddon – reimbursement	9.00	0.00	322,245.89
26/06/24	FPI 26/6/24	Herald Advert	0.00	30.00	322,275.89

Uncleared and unpresented effects

18/05/23	3176	BT Payphones	1.00		322,274.89
22/08/23	3212	Devon Wildlife Consultants	1,100.00		321,174.89
02/10/23	3212	Devon Wildlife Consultants	-1,100.00		322,274.89
06/11/23	3262	Royal British Legion	100.00		322,174.89
19/12/23	3279	Jemmy Ltd	350.00		321,824.89
28/03/24	3176	BT Payphones	-1.00		321,825.89
28/03/24	3262	Royal British Legion	-100.00		321,925.89
28/03/24	3279	Jemmy Ltd	-350.00		322,275.89
30/04/24	3338	D.G. Atkins	15.75		322,260.14
30/04/24	3343	PVM Supplies	222.49		322,037.65
03/06/24	3350	Edge IT Systems Ltd	632.40		321,405.25
20/06/24	3370	Mrs M Mockler	78.79		321,326.46
20/06/24	3373	1st Lympstone Sea Scouts	50.00		321,276.46
20/06/24	3374	D.G. Atkins	200.00		321,076.46
20/06/24	3375	Sue Francis	16.21		321,060.25
		Total uncleared and unpresented	1215.64	0.00	
		Total debits / credits	12285.42	1440	

Reconciled by Lucy Tyrrell

1st April 2024 – 30th June 2024 - Financial Statement – Cashbook

Statement of receipts and payments between 01/04/24 and 30/06/24 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£223,360.19
Total	£223,360.19

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	26,068.75	0.00	26,068.75
15 CIL	90,953.10	0.00	90,953.10
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	1,693.00	0.00	1,693.00
30 Burial Fees	805.00	0.00	805.00
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	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	1,000.00	0.00	1,000.00
70 YC Rech	2,385.09	0.00	2,385.09
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	122,912.48	0.00	122,912.48
Total Receipts	122,912.48	0.00	122,912.48

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Employment costs	7,804.50	0.00	7,804.50
1005 Employment costs	495.47	0.00	495.47
1015 Village Hall hire	258.00	0.00	258.00
1020 Chairman's Allowance	200.00	0.00	200.00
1025 Subscriptions	1,187.00	191.58	1,378.58
1030 Courses, travel etc	39.40	0.00	39.40
1035 Insurance, Audit, Electricity	126.20	0.00	126.20
1040 Misc	1,391.40	134.71	1,526.11
1045 Herald Printing	2,218.00	0.00	2,218.00
1050 PC Maintenance Contractor	3,145.00	0.00	3,145.00
1055 Grass cutting	200.00	0.00	200.00
1060 Other maintenance	1,225.33	92.00	1,317.33
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	126.00	25.20	151.20
1090 Lights in CF	659.41	32.97	692.38
1095 Toilets	750.85	108.91	859.76
1100 Flood equip maintenance	54.00	0.00	54.00
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	181.00	36.20	217.20
1125 YC Utilities	562.86	28.14	591.00
1130 Website etc	1,075.50	0.00	1,075.50
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	2,692.96	169.83	2,862.79
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
1180 FLOS	0.00	0.00	0.00
2000 S137 Funding	0.00	0.00	0.00
2010 Other Grants	0.00	0.00	0.00
9999 VAT Payments	0.00	0.00	0.00
Council Total	24,392.88	819.54	25,212.42
Total Payments	24,392.88	819.54	25,212.42

Closing Balances

Ordinary Accounts

Current Account	£321,060.25
	£321,060.25
Total	£321,060.25

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

Month and Minute	Response	Date Actioned
June - 24/71.1, 24/71.2, 24/71.3	Annual Audit 2023/24 Internal Auditor's certificate Annual Audit 2023/24 Governance Statement Annual Audit 2023/24 Accounting statements Send to PKF Littlejohn by 30 June	13/6
June - 24/71.4	Notice of public rights - Clerk put up the public notices and add to the website from 10th June 2024.	7/6
June - 24/71.5	Clerk to let LWQG know that the PC awarded a budget of £1,000 for the grant application.	5/6
June - 24/71.6	PC submit a response of objection to DCC regarding the proposed footpath diversion.	18/6
June - 24/72.7	Update the PCs standing orders with the Clerks suggested amendments.	20/6
June – 24/73 planning applications	**24/0921/FUL** - Construction of first floor extension and new external materials at Sowden Orchard. *Recommendation: Support*	5,6/6 Recommendations sent to EDDC
	24/0802/FUL - Construction of new storage building in front of property, 400mm extension to boundary fence and retrospective permission for a small extension to rear garden terrace at Tadpoles Longmeadow Road. *Recommendation: Object*	
	24/0721/FUL - The erection of two detached dwellings with integral double garages, to include associated hard and soft landscaping at Land North East Of Grange Close. *Recommendation: Object*	
June - 75.2	Clerk to draft letter of thanks with a donation of £50 to the Cubs.	20/6
Additional actions:		
Timetabling Candys and Cliff field use – ongoing		
Nurseries site open space – ongoing		
PC meeting Minutes		3/6 4,5/6
Herald report		6/6
Drop-in session meeting preparation		5/6
Part B F&A committee meeting Minutes		20/6 21/6
Defibrillator checks and report online x 2		22/6
HMRC queries		24/6

24/83 Planning decisions

Date	Planning Application	LPC	EDDC
17/4/24 expires 10/5/24	24/0725/VAR - Removal of conditions 4 (Glazing), 5 (Permitted development, Curtilage Structures), 6 (Permitted Development, Gates, fences and walls), 7 (Permitted Development, extensions and hard surfacing), 8 (Privacy screen), 9 (Void space), 10 (Windows in north elevation) and 11 (Use of flat roof) of Planning Permission 22/2410/RES (Application for approval of reserved matters (appearance, landscaping, layout and scale) for the construction of a predominantly single storey dwelling following outline application (20/0933/OUT) (pursuant to the grant of outline planning permission appeal ref APP/U1105/W/21/3282445) at Car Park Land South Of Underhill Close.	7/5 Object	14/6 APPROVED
3/5/24 expires 26/5/24	24/0744/LBC - Replace 1no. first floor sash window on front (south) elevation at Claremont, Church Road.	14/5 Support	15/6 APPROVED
15/4/24 expires 8/5/24	24/0732/FUL - Erection of a side elevation, oak framed garden room at Sowden Cottage, Sowden Lane. And 24/0733/LBC - Erection of a side elevation, oak framed garden room at Sowden Cottage Sowden Lane.	7/5 Support	26/6 WITHDRAWN