MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY 1ST SEPTEMBER 2025.

PRESENT:	
Councillors	S Culhane (SC), S Francis (SF), K Hill (KH) A Roberts (AR) and L Staddon (LS) (LPC Chair)
Clerk	Miss L Tyrrell
County Councillors	H Brown (HB) and J Trail (JT)
District Councillors	B Ingham (BI)
Public	11 members

Public session

Clem and Sara Davies, representatives of Lympstone Water Quality Group (LWQG) referred to the recent pollution into the Wotton Brook from the western area of the Dinan Way Extension (DWE) last week. The temporary drainage system had not been installed and although steps had now been taken to rectify the issue they had concerns about long-term solutions for the site. They had been in communication with both the contractor and Devon County Council.

A resident raised the issue of the state of the roads in Lympstone, he felt the roads were dangerous as there were many potholes that needed filling. LS explained that DCC could only act on repairing potholes if they had been reported to the DCC online 'Report a Problem' portal.

The residents also raised his concerns about overhanging hedges and trees which were unsafe to pedestrians walking along pavements and the highways. LS asked the resident to email the Clerk with the details of where overgrown hedges and trees were causing a problem.

25/79 Apologies

Cllr Atkins, Gale-Hasleham, Payne and District Cllr Jung due to other commitments.

RESOLVED that the apologies were accepted.
LS proposed. SF seconded. Unan.

25/80 Minutes

RESOLVED that the minutes of the PC meeting held on the 7th July 2025 be confirmed as a correct record and signed by the Chairman.
SF proposed. LS seconded. Unan.

RESOLVED that the minutes of the Planning and Transport Committee meeting held on the 30th July 2025 be confirmed as a correct record and signed by the Chairman.
SF proposed. LS seconded. Unan.

RESOLVED that the minutes of the Part B PC meeting held on the 30th July 2025 be confirmed as a correct record and signed by the Chairman.
SF proposed. LS seconded. Unan.

25/81 To receive any Declarations of Interest

LS declared a personal interest with planning application 25/1655/FUL. This was recorded in the book.

25/82 Clerk's Report

25/82.1 Cllr ID cards

Unanimously agreed.

RESOLVED that a photo of Cllr and Clerk, name and Lympstone Parish Council details would be submitted to EDDC for identity cards.

RESOLVED that blue lanyards personalised with 'Lympstone Parish Council' would be ordered for the ID cards.
LS proposed. SF seconded. Unan.

25/82.2 Correspondence received

The Clerk referred to the correspondence received regarding a bin on a telegraph pole next to residential properties along Church Road. It was being used as a dog poo bin, regularly overflowing and producing a nasty stench. SF suggested that a request to EDDC to remove the bin and replace with a freestanding bin at the access point to Front Meadow instead.

RESOLVED that the Clerk contact Cllr Ingham to submit a request for consideration by EDDC.
SF proposed. LS seconded. Unan.

25/82.3 2024/25 AGAR Section 3

The Clerk presented the Notice of conclusion of audit, external auditor report and certificate where no outstanding issues had been identified. She had published this information on the 20th August.

RESOLVED that the external auditor's certificate for 2024/25 was noted by Cllrs.
Unan.

25/82.4 Casual Vacancy and Co-option of Parish Councillors

The Clerk explained that there were three Councillor vacancies on the Parish Council. There had been no request for an election. It was now open for the Council to co-opt. The casual vacancies had been advertised on the notice boards and in the Herald.

25/82.5 Otter to Exe Group meeting

The Clerk explained that this meeting had been arranged for the Chairs and Clerks of local Town and Parish Councils for Thursday 25th September 2025.

25/82.6 Finance – Payments / Financial summary / Budget report

The Clerk explained that the LPC accounts produced were for July. August accounts would be produced at the Oct meeting. KH and SF had checked the bank statements, and these were countersigned by SC.

RESOLVED that the payments in Appendix 1 be approved.
LS proposed. SF seconded. Unan.

AR requested that a TSB and Unity Trust account totals for the month were also recorded to go alongside the bank reconciliation on the agenda.
The Clerk highlighted that the 2nd half of the precept had been received from EDDC on the 1st September.
The Chair gave a letter to the Clerk stating that LPC had now enrolled her in a workplace pension.

RESOLVED that the Clerks pay would be increased to the recommended 2025/26 NALC statutory pay scale and back dated to 1st April 2025.
LS proposed. KH seconded. Unan.

25/82.7 Clerk's Action List including master correspondence list**.**

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

25/83 Gov. domain

Webmaster Mr David Young (DY) was present and reported on LPC obtaining a gov. domain and made recommendations *(See Appendix 2).*
He suggested that LPC worked with Parishes Online, obtain Lympstonepc.gov.uk domain name and set up email addresses. He added that a basic home page could be set up with a link to Lympstone.org website. Designing a basic home page would be simple to do. He felt this was very important to keep the Lympstone.org website due to recent funding invested by the PC to upgrade it and it was an established, active community site. DY added that the gov domain had additional security built in. He also explained that it would be possible to migrate emails from an old address to a new one but was unsure on finer details and how much would be included in a transition. SC felt training could be held on how to manage an email account. A resident explained that Woodbury PC had migrated about 18months ago and it would also be worth speaking to WPCs Clerk to help answer queries.

RESOLVED that Option 4 of the webmaster's recommendations would be adopted by the PC.
LS proposed. SF seconded. SC and KH supported. AR abstained.

25/84 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

BI shared the sad news of the recent passing of dual-hatted Town and District Councillor Andrew Toye.

BI explained that he may have a member of the public interested in joining LPC and would keep the PC updated. BI added that EDDC Strategic Planning committee were meeting this week to review five sites that were recommended for approval. He felt disappointed that EDDC had not looked at a new town or large sites first before viewing and allocating smaller sites. He explained that anyone who wanted to comment on the Courtlands Land proposed development must send their responses to EDDC and if anyone wanted to discuss the application then to contact Cllr Jung. He raised his concerns of the state of Wotton Brook and the wildlife that was disappearing and dying off. BI explained that hedges could not be cut back until after 1st Oct due to bird nesting season unless posing a health and safety risk. SC explained to BI that she had registered a question last September during a previous site allocation meeting which concerned the process and timeline for allocating funding for infrastructure from EDDC's CIL money. District Cllr Todd Olive informed her that a working group was currently considering bids and would report back with their recommendations in January 2025. SC had not been informed and asked if BI could find out any further information and update the PC on the situation.

JT hoped everyone had a lovely summer and he had taken on board the issues raised by LWQG and the DWE pollution incident. He added that if there were any further concerns to be raised to please contact him in the first instance for him to contact the appropriate officers. JT read the response received from the contractors, Octavius (See Appendix 3) regarding the incident. He had visited the site today and had witnessed the improvements implement. He was in regular contact with the contractors. JT added that he had investigated the Horsetail plant growing at the top end of Hulham Road and this was an invasive, native plant and was in contact with DCC Environmental department to rectify. He had escalated this as a priority on behalf of LPC to get dealt with quickly. JT explained that potholes must be recorded on the DCC online platform – the more people who reported it, the quicker it would be dealt with. LS added that this information would be added to the PCs Facebook page and Herald. JT highlighted that requests must be received quickly whilst funding was available. JT assured all present that a noisy drain cover at Pink House Corner was being replaced again properly to stop the issue. The crossing at Harefield junction would be looked at by DCC Highways and he would report back the findings to the PC. JT informed all present that there would be a local government reorganisation meeting this week held in Exmouth Town library for residents to have their say. Unfortunately, neither himself nor HB would be able to be present due to a clash of meetings also being held at DCC.

Mr Davies, LWQG thanked both BI and JT for their support with DWE contractors. He wanted LWQG to work in partnership with DCC and improve the relationship to protect the Wotton Brook and Exe Estuary. He highlighted the fact that the soil type on the DWE site was very fine and was difficult to settle so water discharge was still a concern. Water must be tested before any major discharge.

The Chair congratulated the Furry Dance Committee and Garden Club for their successful events held over the summer. She also thanked AR for all his hard work with the Clerk to set up her workplace pension.

25/85 Planning applications

25/85.1

25/1655/FUL - Construction of first floor roof extension and front porch at 16 Meadow Close.

The applicant was present and gave a brief history of the property. The upstairs had a low ridge, and the application was to raise this and modify the area to make it more usable for the family. The pitch would be flat instead of sloped and there would be an overhang of the upper floor by approx. 1m. SC asked if there could be a slight roof pitch as specified in Lympstone Neighbourhood Plan. This would also help prevent issues caused by a flat roof. The applicant explained that the front of the property would be rendered, and a porch added. The street scene would be unaffected. She explained that she would have to ask the architect about a slight slope.

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

SC proposed. SF seconded. KH and AR supported. LS abstained.

25/85.2

25/1460/MOUT - Outline planning permission seeking approval for access from the A376 (with matters of layout, scale, appearance and landscaping reserved) for the phased development of circa 100 dwellings, with 25% affordable housing, up to 0.4ha of employment development, sports facilities and associated infrastructure on land at Courtlands Cross, Exmouth at Land NW Of Courtlands Cross Courtlands Lane.

LS and SF each read correspondence received from residents regarding this application. SF highlighted that this application was difficult and a transport issue.

A resident had concerns of storm water and water run off from the site. He explained that water currently ran off down Courtlands Lane and already flooded at the bottom. Another resident queried the outline layout and why the proposed industrial units were being built on the village side. He questioned why there was no vehicular access on to Courtlands Lane. He highlighted the fact that the previous application had been refused and why this was any different. Mr Davies, LWQG explained that the group had looked at the drainage strategy, there was a flood risk assessment, but no water quality risk assessment included. LWQG would be submitting a holding objection until further discussions could be held. Another resident raised the fact that now was the time for the PC to work with the developer and negotiate what they wanted in place.

AR strongly objected to this application due to coalescence of Lympstone and Exmouth. SC felt this development was an existential threat to Lympstone but pointed out that this site was a reserved site for allocation in East Devons emerging local plan.

RESOLVED that the Clerk send the recommendation of object from LPC to EDDC due to coalescence of Exmouth and Lympstone, protection of the landscape and concerns of water pollution and flooding. LPC would like to see transport infratsure for improved active travel and a sports field.
SC proposed. LS seconded. Unan.

25/85.3
25/1690/TCA - T1, Ash : Pollard at 20-25m from ground level. T2- Ash- Re-Pollard back to previous pollard points H1- Mix hedge/ tree line mixed species of Hedge Line cherry oak ash hazel- to be reduced in height approximately one to 2 m back to pruning points. Crown lift all trees by 3 meters to open up space at Oak Cottage Church Road.
SC thanked the tree warden for his comments on this application and supported his recommendation for more detailed information.

RESOLVED that the Clerk send the recommendation of no comment from LPC to EDDC due to a lack of detailed information.
SC proposed. LS seconded. Unan.

25/86 Planning decisions

RESOLVED that the EDDC decisions were noted.

25/87 Reports of Committees
25/87.1 Community Committee
LS referred to her previously circulated timeline regarding the Youth and Community Hub rebuild project to date (see Appendix 4). She explained that 51K had been spent on the project to date and proposed that an additional fund of 50K was allocated by the PC to the project, this was due to funding requirements of a 10% support of total build cost of approx £1m.
AR felt that he could not support the proposal at this time due to a lack of information for a total rebuild cost. KH suggested that this funding was reviewed at the next Finance and Advisory (F&A) committee meeting in October. LS reiterated that the PC had already spent 51K on the project. SC wanted more information on funding and a strategy to apply for funding. She felt it should be deferred to the F&A committee meeting. Agreed.

25/87.2 Environmental Committee
25/87.2.1 SC explained that there had been an online meeting held with SWW in July 2025 regarding the AMP8 project. Most of the allocated money for the project would be spent in Exmouth but Lympstone would also get an investment. SWW would update the PC quarterly. She asked the Clerk to enquire with Barry Birch of SWW to arrange the next meeting. Agreed.
Sara Davies, LWQG added that the project was to reduce spills from combined sewer overflows. She recommended that Lympstone Fishery Harbours Board (LFHB) and Wild About Lympstone (WAL) were invited to the next meeting as they were groups actively involved with SWW. Sara added that LWQG were

still actively testing the water quality and were finding faeces present during spells of dry, fine weather. She appreciated it if the PC could consider future support with additional funding for the group.

25/87.2.2 SC reported that in May 2025 a biodiversity survey had been completed on the wild meadow area in Front Meadow. The findings proved that only 50% of what had been original sown was still present. Having received offers of help from concerned residents this summer, it is proposed that a working group be formed to make recommendations about maintaining and improving the wild meadow area on Front Meadow. The group could also be asked to make recommendations to improve the patch of land off the Avenue as a quiet area of reflection. The working group would be set up in line with LPC's Working Groups Terms Of Reference, and be advertised in the Herald.

RESOLVED that a working group be formed for improving green areas requiring biodiversity support.
SC proposed. LS seconded. Unan.

25/88 Items for the next Agenda

Lympstone Neighbourhood Plan.

Meeting closed: **9.09pm**

Chairman: Date:

Appendix 1:

Bank Account Reconciled Statement

Current Account

Statement Number	28	Bank Statement No.	28
Statement Opening Balance	£265,741.19	Opening Date	01/07/25
Statement Closing Balance	£244,219.83	Closing Date	31/07/25
True/ Cashbook Closing Balance	£244,219.83		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/07/25	UT AWest 30/6/25	Alison West - Bespoke Web Designs	105.00	0.00	265,636.19
02/07/25	UT Edge it 2/7/25	Edge IT Systems Ltd	652.80	0.00	264,983.39
04/07/25	TSB EDF 001 4/7/25	EDF Energy Ref: 671024465401 (Toilets)	79.34	0.00	264,904.05
07/07/25	UT EDP 7/7/25	EDP Environmental	5,160.00	0.00	259,744.05
07/07/25	UT HB 7/7/25	Hilton Barnfield Architects	5,670.00	0.00	254,074.05
07/07/25	UT 7/7/25	Public toilets cleaner	600.00	0.00	253,474.05
07/07/25	UT 7/7/25	Cllr expenses	16.90	0.00	253,457.15
09/07/25	UT DCC 09/07/25	Devon County Council	500.00	0.00	252,957.15
15/07/25	TSB EDF 111 15/7/25	EDF Energy Ref: 9208111111 (Candys Field)	87.96	0.00	252,869.19
15/07/25	TSB 3543	Employment	781.15	0.00	252,088.04
15/07/25	TSB EDF 15/7/25	EDF Energy A-813EOE73	78.00	0.00	252,010.04
15/07/25	TSB EDF YC 15/7/25	EDF Energy A-DOBDO971	238.92	0.00	251,771.12
21/07/25	UT EDDC 21/7/25	East Devon District Council	1,248.00	0.00	250,523.12
22/07/25	UT Zurich 22/7/25	Zurich Municipal	1,704.35	0.00	248,818.77
23/07/25	UT LVHCIO 23/7/25	Lympstone Village Hall CIO	16.00	0.00	248,802.77
24/07/25	TSB 24/7/25	Herald Advert	0.00	18.00	248,820.77
25/07/25	UT Copyrite 25/7/25	Copyrite	775.00	0.00	248,045.77
28/07/25	UT 31/7/25	Employment	2,508.94	0.00	245,536.83
28/07/25	UT 28/07/25	PC Contractor	1,120.00	0.00	244,416.83
28/07/25	UT LPC 28/7/25	PC Contractor	200.00	0.00	244,216.83
28/07/25	UT LVHCIO 28/7/25	Lympstone Village Hall CIO	16.00	0.00	244,200.83
30/07/25	TSB30//25 FPI	Herald Advert	0.00	25.00	244,225.83
31/07/25	UT fee 31 07 25	Unity Trust Bank	6.00	0.00	244,219.83

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	21564.36	43

Reconciled by Lucy Tyrrell

Budget Headings View - 2025/26 Actual

Exp	Heading no	Committee	Description	Last year's net		Net
	10	COUN	Precept	£52,137.50	£56,000.00	£28,000.00
	100	COUN	Guildford BG	£0.00	£0.00	£0.00
	105	COUN	FLOS	£0.00	£0.00	£0.00
	15	COUN	CIL	£90,953.10	£0.00	£0.00
	20	COUN	DCC re Candys Field	£0.00	£500.00	£0.00
	25	COUN	Herald Adverts	£7,168.00	£4,500.00	£784.00
	30	COUN	Burial Fees	£5,777.00	£4,000.00	£0.00
	35	COUN	Lymp FC	£0.00	£200.00	£0.00
	40	COUN	Flower Beds	£0.00	£0.00	£0.00
	45	COUN	Wayleaves	£7.54	£8.00	£7.54
	50	COUN	Misc	£1,439.17	£900.00	£10.00
	55	COUN	Web adverts	£0.00	£0.00	£0.00
	60	COUN	Parishes Together	£0.00	£1,000.00	£0.00
	65	COUN	External grants	£5,031.21	£1,000.00	£783.93
	70	COUN	YC Rech	£2,385.09	£4,500.00	£2,364.00
	75	COUN	VHMC	£0.00	£0.00	£0.00
	80	COUN	MoD Comm Cov	£0.00	£0.00	£0.00
	85	COUN	DCC error	£0.00	£0.00	£0.00
	90	COUN	Community Hub	£0.00	£100.00	£0.00
	95	COUN	Woodbury PC	£0.00	£200.00	£0.00
	99	COUN	VAT refund	£5,305.22	£5,000.00	£0.00
	1000	COUN	Employment	£48,412.07	£39,000.00	£12,495.73
	1005	COUN	Expenses	£2,214.36	£3,000.00	£1,610.33
	1005/1	COUN	Expenses	£1,366.00	£2,000.00	£440.00
	1005/2	COUN	Expenses	£848.36	£1,000.00	£1,170.33
	1015	COUN	Village Hall hire	£760.00	£2,000.00	£112.00
	1020	COUN	Chairman's Allowance	£200.00	£200.00	£0.00
	1025	COUN	Subscriptions	£1,430.00	£1,500.00	£1,286.00
	1030	COUN	Courses, travel etc	£195.82	£500.00	£78.70
	1035	COUN	Insurance, Audit, Electricity	£2,232.24	£3,000.00	£1,704.35
	1040	COUN	Misc	£1,518.80	£2,500.00	£48.00
	1045	COUN	Herald Printing	£8,427.00	£8,000.00	£3,100.00
	1050	COUN	PC Maintenance Contractor	£9,985.00	£10,000.00	£3,675.00
	1055	COUN	Grass cutting	£200.00	£1,000.00	£0.00
	1060	COUN	Other maintenance	£17,303.56	£5,000.00	£13.66
	1065	COUN	General tree work	£0.00	£3,000.00	£0.00
	1070	COUN	Bin emptying	£1,465.60	£1,000.00	£1,040.00
	1075	COUN	Handyman	£0.00	£0.00	£0.00

1080	COUN	Notice boards - maintenance	£0.00	£1,000.00	£0.00
1085	COUN	Play equipment	£254.00	£500.00	£0.00
1090	COUN	Lights in CF	£1,245.74	£3,000.00	£974.52
1095	COUN	Toilets	£14,792.64	£15,000.00	£2,918.64
1100	COUN	Flood equip maintenance	£103.15	£500.00	£0.00
1105	COUN	LFRG expenses	£17.55	£400.00	£0.00
1110	COUN	Gulliford cemetery	£815.00	£800.00	£970.00
1115	COUN	Burial Ground	£0.00	£2,000.00	£0.00
1120	COUN	YC Maintenance	£924.00	£1,000.00	£95.00
1125	COUN	YC Utilities	£2,251.44	£2,500.00	£864.69
1130	COUN	Website etc	£1,291.00	£500.00	£125.00
1135	COUN	Adv Weath	£0.00	£200.00	£0.00
1140	COUN	Gully Emptying	£0.00	£2,000.00	£0.00
1145	COUN	Parishes Together	£0.00	£0.00	£0.00
1150	COUN	Hub Projects	£7,853.01	£2,000.00	£17,367.34
1155	COUN	Cont VH Car Park	£0.00	£0.00	£0.00
1160	COUN	DCC / DCF Funding	£0.00	£0.00	£0.00
1165	COUN	YC Recharge	£0.00	£0.00	£0.00
1170	COUN	Emergency Fund	£0.00	£0.00	£0.00
1180	COUN	FLOS	£0.00	£0.00	£0.00
2000	COUN	S137 Funding	£100.00	£100.00	£0.00
2010	COUN	Other Grants	£3,938.86	£1,000.00	£1,718.59
9999	COUN	VAT Payments	£0.00	£5,000.00	£0.00
		Income Total	£170,203.83	£77,908.00	£31,949.47
		Expenditure Total	£127,930.84	£117,200.00	£50,197.55

Financial Statement - Cashbook

Statement of receipts and payments between 01/04/25 and 31/07/25 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£263,595.55
Total	£263,595.55

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	28,000.00	0.00	28,000.00
15 CIL	0.00	0.00	0.00
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	784.00	0.00	784.00
30 Burial Fees	0.00	0.00	0.00
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	10.00	0.00	10.00

55 Web adverts	0.00	0.00	0.00
60 Parishes Together	0.00	0.00	0.00
65 External grants	783.93	0.00	783.93
70 YC Rech	2,364.00	0.00	2,364.00
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	675.38	0.00	675.38
100 Guildford BG	0.00	0.00	0.00
105 FLOS	0.00	0.00	0.00
Council Total	32,624.85	0.00	32,624.85
Total Receipts	32,624.85	0.00	32,624.85

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Employment	11,606.04	0.00	11,606.04
1005 Expenses	1,610.33	17.48	1,627.81
1015 Village Hall hire	136.00	0.00	136.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	1,286.00	198.69	1,484.69
1030 Courses, travel etc	78.70	0.00	78.70
1035 Insurance, Audit, Electricity	1,704.35	0.00	1,704.35
1040 Misc	48.00	0.00	48.00
1045 Herald Printing	3,100.00	0.00	3,100.00
1050 PC Maintenance Contractor	4,275.00	0.00	4,275.00
1055 Grass cutting	0.00	0.00	0.00
1060 Other maintenance	13.66	2.73	16.39
1065 General tree work	0.00	0.00	0.00
1070 Bin emptying	1,710.00	342.00	2,052.00
1075 Handyman	0.00	0.00	0.00
1080 Notice boards - maintenance	0.00	0.00	0.00
1085 Play equipment	128.00	25.60	153.60
1090 Lights in CF	974.52	48.72	1,023.24
1095 Toilets	3,013.64	57.40	3,071.04
1100 Flood equip maintenance	0.00	0.00	0.00
1105 LFRG expenses	0.00	0.00	0.00
1110 Gulliford cemetery	970.00	0.00	970.00
1115 Burial Ground	0.00	0.00	0.00
1120 YC Maintenance	95.00	19.00	114.00
1125 YC Utilities	864.69	43.23	907.92
1130 Website etc	125.00	0.00	125.00
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	14,117.34	2,750.00	16,867.34
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	2,433.59	205.86	2,639.45
9999 VAT Payments	0.00	0.00	0.00
Council Total	48,289.86	3,710.71	52,000.57
Total Payments	48,289.86	3,710.71	52,000.57

Closing Balances

Ordinary Accounts

Current Account	£244,219.83
	£244,219.83
Total	£244,219.83

Appendix 2:

Gov. domain
What is proposed:
Local authorities are requiring parish councils etc. to use a **.gov.uk** domain – which was created for central, devolved and local UK public sector organisations. It is used for websites and emails.

CURRENTLY there is NO legal requirement to do this.

What it means in practice:
All permanent staff and councillors must use individual .gov.uk email accounts rather than free personal email accounts to improve professionalism, maintain transparency and to increase security within the parish council sector.
To have a .gov.uk email address it is necessary to have a .gov.uk domain.
Obtaining a domain like lympstonepc.gov.uk can be done in two ways – from an approved **Registrar** or from the ***Parish Council Helper Service Registrar*.** Note the Registrar route is more expensive that the Helper Service. But both have a cost.
Options:

1. Do nothing and stay with current arrangements.
2. Obtains a suitable domain name e.g. **lympstonepc.gov.uk** to ensure that it would be available when needed in the future.
3. Obtain the domain name and use it for emails only. *Has the advantage of projecting professionalism, authority and good governance.*
4. Obtain the domain and use it for emails and set up a basic website to direct traffic to lympstone.org. *Note: lympstone.org complies with all requirements in terms of information, security, compliance etc.*
5. Obtain the domain and use it for emails and create a PC website for all new PC material generated after a specified date.
6. Obtain the domain and use it for emails and create a new PC website and attempt to migrate all PC material from the current site to the new one.

Recommendations: Option 4
There are over 200 approved Registrars, and the prices of their services varies greatly and can only be discovered on application. Also, using these Registrars would exclude the current services provider *bespokewebdesigns.com*
Parish Online is a helper service dedicated to servicing PCs. It can provide full email services and if required, later. website services.
Recommend using Parish Online to obtain a domain and email services.

Pricing:

Feature	**Full Package**	**Core Package**
Named mailboxes with 5GB storage	Up to 20 included	1 mailbox for clerk
GOV.UK Domain	Included	Included
Two-factor authentication	Included	Included
Email Migration Service (self-service or assisted)	Included	Included
Global signatures and footer policies	Included	Included
Shared Mailboxes	Included	Not Included
Distribution Lists	Included	Not Included
Unlimited Email Support	Included	Included
Price	**£260 ex vat per year**	Free

Extras:
Upgrade to 10GB storage £24 per mailbox
Upgrade to 30GB storage £42 per mailbox (includes our Cloud Office solution)

Mailboxes beyond 20GB £18 per mailbox
Adoption and auto-forwarding of old domain £25

What to do next:

To proceed the PC would need to give authorization for Clerk, Lucy, to sign up to Parish Online Email services – full package.

Part of that service includes a gov.uk domain. – choose lympstonepc.gov.uk - if still available.

Use Parish Online services to migrate emails from existing providers to the new service.

Once the domain is obtained use *bespokewebdesigns.com* to create a basic Home Page for the Parish Council [or mirror to some extent the existing home page] with links to lympstone.org

This gives the PC all the advantages of having a gov.uk domain while minimizing the disruption of moving to a totally new website.

Should requirements for a gov.uk website become mandatory in the future the PC would be well placed to comply.

David Young
Lympstone.org Webmaster

Appendix 3:

Please see the below/attached response issued today from our contractor;

Following on from the incident on Wednesday 27th August, we reacted and installed additional silt fencing in the far northern corner of the site to prevent silt laden water from flowing out of the site on the A376. A earth bund was also installed south east of the silt fencing but to the north of the proposed new roundabout to retain any water on site on the 28th August. See attached sketch "28.08.2025" and accompanying photos.

We are looking to exchange this earth bund into temporary storage pond which sits below for the footpath on the A376 to better retain the water on site. Over the weekend we will have a team on standby to assess the water and pump the water from the low point if necessary into the other ponds 2 & 3 east of the site. See attached picture of work in progress. Additionally, hay bales will be installed to capture sediment as well and we are looking to purchase some Floc Mats. Work on this amendment has already started, see attached photo and plan "29.08.2025". We are also looking into the procurement of a gully cleaner to clean out the sumps running down the A376 towards the Brook.

This is a very challenging piece of work due to the location and the evolving nature of the earthworks. Also add we are very open and would welcome any input from DCC and the EA on how best to mitigate further incidents. We are reviewing our temporary drainage to incorporate some additional control measures on site on the west side.

Regarding the eastern temp drainage the system is working however we are not using the discharge pipe as the orifice plate has not yet been delivered hence the reason for the bunds in place.
Thomas Glenn
Project Manager
octavius.co.uk

Thanks
Arron Carpenter
Principal Engineer
Engineering Design Group, Devon County Council

Appendix 4:

Youth and Community Hub rebuild project to date:

Project Plan	4th July 2022 - circulated to all Cllrs September 2022
Feasibility Study	22nd July 2022 - circulated to all Cllrs September 2022
Business case	Started late 2022/early 2023- presented at Sept 2022 PC meeting.
Plans for Hub	June 2023 - Approved at July 2023 PC meeting
Wildlife survey	Aug 2023 – and bat survey presented at October 2023 PC meeting.
Public consultation with user groups and residents	4th September 2023
Further discussion with local residents	October 2023 – reported back in Nov 2023 PC meeting
Updated plans to reflect public consultation feedback	Presented Nov 2023 PC meeting.
User requirement	Circulated to all Cllrs Jan 2024.
BNG requirements	Circulated to all Cllrs April 2024.
Planning application	Submitted June 2024
VH parking concerns	LS addressed at VH trustees meeting that the Hub required no further parking.
Planning approved	Oct 2024
Update in herald	Nov 2024
Meeting with DCC Cllrs	Public meeting held to update DCC Cllrs November 2024.
Preparation of tender document	Circulated to all Cllrs November 2024.
50k approval	Agreed by LPC at Dec 2024 PC meeting.
Fundraising	Feb 2025 - Meeting with Eleanor Tomlinson (independent fundraiser) to support fundraising (previously NL JP LS attended a fundraising session - free).
Need to form a charity	Feb 2025 (to raise external funding as it cannot be done by LPC).
Fundraising plan and operating model	Circulated to all Cllrs March 2025.
Charity timeline	Circulated to all Cllrs April 2025.
Public Consultation	Three sessions held in June 2025 (Responses circulated to all Cllrs July 2025)
Tender Document	June 2025 - working document, not yet finalised.
Trustees meeting to advise	July 2025 - all interested parties advised about their future role and legal brief and covering insurance information.
Charity formation	In progress Aug 2025 (3 trustees)