LYMPSTONE PARISH COUNCIL

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Chairman: Cllr Lisa Staddon
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27th January 2026

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 2nd February 2026 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: *POLITE NOTICE - To all Members of the Public,* *There are 15 minutes at the start of the PC meeting for a public session. This is where members of the public can raise questions and queries to the Cllrs, you have up to three minutes to speak. Once this session has closed, the PC meeting begins and any further points, questions and queries from the public must be emailed to the Clerk after the meeting for Cllrs attention. Thank you.*	**7.00**
26/1	*INFORMATION:* **Apologies**	**7.15**
26/2	*ACTION:* **Minutes** To confirm the minutes of the PC meeting held on 5th January 2026 (attached pgs 3-12)	**7.20**
26/3	*INFORMATION:* **To receive any Declarations of Interest**	**7.25**
26/4	**Clerk's Report:** *ACTION:* **i) Management Policy and Risk Register** – To approve LPC policy and register. **ii) Correspondence received** – Telephone box at The Strand (attached pg 13)	**7.30**

	INFORMATION: **iii) Gov.uk emails** – The change over from gmail to gov.uk emails for Cllrs. **iv) Casual vacancies** – There are two vacancies on the PC and no election has been called. It is up to the PC to co-opt a new member. **v) Finance** – December 2025 Payments / Financial summary / Budget report (attached pgs 13-16) (January 2026 finances postponed to March due to time constraints) **vi) Clerk and LPC's Action List** including master correspondence list (attached Pgs 17-18).	
26/5	*INFORMATION:* **Reports from the Chairman, East Devon District Councillors and Devon County Councillors** if any.	**7.40**
26/6	*ACTION:* **Planning applications** **25/2443/FUL -** Change of use application for the existing three-bedroom flat into a space for educational use at St Peters Preparatory School, Harefield, Lympstone *(expires 4th Feb 2026).* **26/0135/TCA -** T1, Lombardy Poplar : Crown reduce to previous pruning points, approximate 4m reduction; attending to all parts of the canopy; maximum diameter of cut 75-100mm at Eleanors, Church Road *(expires 18th Feb).* **26/0097/FUL -** Removal of existing extension and conservatory and the construction of new single storey extension on rear on the same footprint/ foundation at 3 Bakers Cottages Longmeadow Road *(expires 19th Feb 2026).*	**7.45**
26/7	*INFORMATION:* **Planning decisions**	**7.50**
26/8	*ACTION:* **Reports of Committees** **i) Assets and Amenities Committee** – Cliff Field signage and risk assessment, **ii) Community Committee –** Herald production date and content. To receive an update on the Hub rebuild project, if any. **iii) Environment Committee** – Trees in the Parish. **iv) Planning and Transport committee** – To receive an update on Lympstone Neighbourhood Plan, if any.	**7.55**
26/9	*DISCUSSION:* **Items for the next Agenda**	**8.05**

MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY 5th JANUARY 2026.

PRESENT:	
Councillors	R Coleman (RC), S Francis (SF), R Gale-Hasleham (RGH), K Hill (KH), A Roberts (AR) and L Staddon (LS) (LPC Chair)
Clerk	Miss L Tyrrell
County Councillors	J Trail (JT) and H Brown (HB)
District Councillors	B Ingham (BI)
Public	6 members

Public session:

The Chair wished all present a happy new year and welcomed members of the public to speak.

A member of Lympstone water quality group (LWQG) spoke about serious water pollution events from the Dinan Way Extension (DWE) construction site in December 2025. She explained they were illegal discharges from the site under the Environmental Permitting regulations and had not been approved by the EA. The three attenuation ponds on site had filled up but were not effective in settling sediment so when the contractor decided to empty the ponds it resulted in high levels of sediment going into the Wotton Brook and Exe Estuary. She added that sediment was a serious pollutant - smothering habitats for both plant and animal life. The pollution was not due to excessive rainfall. The design of the project should have coped with more rainfall than there had been. Emptying the ponds into Wotton brook was not the only option. But LWQG had not been given an opportunity to discuss alternative options with DCC or the contractor before the ponds were emptied. She asked the PC to note the pollution events and requested that LWQG and the Lympstone community be given the opportunity to interact with DCC and contractors at a much earlier stage in upcoming planning applications and infrastructure projects.

Another member of LWQG queried the water quality from water run off at Exe View Road and requested a meeting with DCC on the planned drainage project in this area. The Chair asked that any questions be emailed to the Clerk to pass on to County Cllr Trail to seek the necessary answers from the appropriate officers.

A resident asked about the pétanque pitch on the agenda proposed in Candys Field. He queried who would pay for it and who would burden the cost to maintain it as he did not want it coming from the rate payer. Mrs Bates, resident of Lympstone but also Woodbury Parish Council (WPC) Clerk had written to the PC about the pitch, she explained that a pitch had recently been installed by WPC in Exton. It was used by all ages from young to old and the league formed recently in Exton was popular and feedback had been very positive. She added that a couple of years ago, LPC agreed to a pitch in principle, but a location was proving difficult to find so she had suggested the top end of Candys Field. She added that it was approx. £10,000 to install. It would be a very good asset to the enhance the field to add to the other assets already in situ.

25/119 Apologies

Cllr Atkins, Culhane, Payne and District Cllr Jung due to other commitments.

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

25/120 Minutes

RESOLVED that the minutes of the PC meeting held on the 1st December 2025 be confirmed as a correct record and signed by the Chairman.
SF proposed. RGH seconded. Unan.

RESOLVED that the minutes of the Planning and Transport Committee meeting held on the 15th December 2025 be confirmed as a correct record and signed by the Chairman.
LS proposed. SF seconded. Unan.

25/121 To receive any Declarations of Interest

None

25/122 Clerk's Report

25/122.1 Correspondence received – Pétanque pitch

SF explained that the PC first discussed the pitch in 2023, she supported finding a space to install it. LS also supported finding a location but highlighted the fact that sources of funding would need to be investigated. RC asked Mrs Bates how much the maintenance of the pitch would cost. Mrs Bates explained that it was minimal maintenance, the pitch had a hard base and the top cover would need replacing every three to five years. No raking was necessary due to the thin topping. KH felt the sport was popular and it was low maintenance. SF felt it was worth exploring. AR added that the CIL money was due to run out by the end of this financial year and was concerned about paying out for a new asset. JT explained that he could send the Clerk details of grant aid. He added that the PC would need to produce a timeline from finding out costs to employing contractors. LS suggested that a working group could be formed to investigate this project further. Mrs Bates felt that money should have been previously earmarked by the PC from reserves or CIL money. RC believed that the PC should collect three quotes, find a location and ask for support with fundraising. LS added that other parties would need to be consulted with regarding a suitable location. She reiterated that all Cllrs were already over committed with ongoing projects and unless there was someone prepared to lead the project, either on the council or a member of the public she could not see it physically possible to action.

25/122.2 Casual vacancies

The Clerk explained that there were two vacancies on the PC and no election had been called. It was up to the PC to co-opt a new member.

25/122.3 Finance – November Payments / Financial summary / Budget report

(December postponed to Feb 2026 due to time constraints)
The Clerk explained that £80,000 had been transferred into LPCs instant access savings from the TSB account in December 2025.
AR countersigned the bank statements for November 2025.

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

25/122.4 Clerk's Action List including master correspondence list.

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

25/123 Future planned and ongoing drainage works

LS reiterated that any questions for DCC could be sent to the Clerk to send on to County Cllrs for answers from the appropriate officers. AR felt it would be useful for DCC flood team to meet with LPC, Lympstone Flood resilience Group (LFRG) and LWQG to discuss the proposed drainage plans at Hulham and Exe View Road. JT explained that there had been issues with DWE and now he was aware of such issues he was in regular contact with the contractors. The Exe View Road drainage had been approved by Cabinet back in June 2025 so no changes would be made to the plans. It was all being funded by the money from the Exmouth gateway project to complete it along with new road crossings, roundabouts, junctions, cycle trails and bus stops. There were no planning applications in the process, only planning consent being applied for so this would not be considered. There was a meeting held before Christmas with LFRG and any further queries would need to be answered by DCC officers and contractors. AR shared concerns about water flow speed increasing down Wotton Lane and a meeting was still important with the contractors. JT explained that all work was in line with government policy. AR questioned that there were ten highway projects for the £3.2million available and asked why each project cost in the region of £300,000. JT added that he had queried this also and was told that the cost for each project included all agencies, designs, plans, contractors and installation.

25/124 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

JT wished all present a happy new year and asked that all Highways issues were reported on the DCC online 'report a problem' page. He highlighted that the only roads gritted were bus routes. Highways work was increasing due to a constraint in budgets. The Clerk explained that she often used the online page on behalf of the PC and Parishioners and requested that a 'Clerk' option was listed on the title drop down menu, so DCC Officers were aware that this was a Clerk reporting issues repeatedly. JT and HB noted this request.

JT thanked the community lunch team for all their voluntary hard work producing monthly community lunches and he especially enjoyed helping at the Christmas lunch.

BI sent his early apologies for the February PC meeting. He praised the PC for their decision making and explained how important it was to have evidence before being pressed into a decision. BI explained that there was a EDDC Strategic planning meeting tomorrow regarding Neighbourhood Plans and funding. He would raise the fact that good ideas came with additional compliance and regulations and there was less money to support communities. EDDC must be mindful of Neighbourhood Plans and Officers can lose track of what help they can give to local communities. JT highlighted that all recent objections from residents regarding proposed planning developments had been ignored and members of the public

were losing faith in EDDC, he added that infrastructure really needed to be a priority when considering proposed developments.
The Chair read her report *(see Appendix 2).*

25/125 Planning applications
25/2493/LBC- Removal of existing extension and conservatory and the construction of new single storey extension on rear at 3 Bakers Cottages.

RESOLVED that the Clerk send the recommendation of support from LPC to EDDC.
LS proposed. SF seconded. Unan.

25/126 Planning decisions
RESOLVED that the EDDC decisions were noted.

25/127 Reports of Committees
25/127.1 Assets and Amenities Committee
The Clerk explained that from an insurance point of view, the PC could decide on its own signage for Front Meadow car park. It was agreed to postpone this item until the next Assets and Amenities committee meeting.

25/127.2 Community Committee
LS reported that the hub rebuild group was still waiting for charity status to be awarded from the Charity commission.

25/127.3 Planning and Transport committee
SF read her report from her attendance at the EDDC EDLP webinar held on 16th December 2025 *(see Appendix 3)*.
The Chair read Cllr Culhane's report on EDDC EDLP public consultation which would end on the 26th January *(see Appendix 4)*.
AR felt it was important for EDDC to quantify how many housing numbers were allocated for each area in East Devon. SF explained that as Lympstone Neighbourhood Plan expired in 2026 it was essential and imperative that it was updated as soon as possible.

RESOLVED that SF would begin editing and updating the Neighbourhood plan.
LS proposed. RC seconded. Unan.

25/128 Items for the next Agenda
NB: Clerk to arrange an Assets and Amenities committee meeting and a Hub rebuild group meeting.

Meeting closed: **8.23pm**

Signed: Date:

Appendix 1

Finance – November Payments / Financial summary / Budget report

Current account c/f 30th Nov 2025	
TSB	£ 99,163.74
Unity Trust	£ 79,834.89
Total current account	£178,998.63

Bank Account Reconciled Statement

Current Account

Statement Number	32	Bank Statement No.	32
Statement Opening Balance	£246,166.94	Opening Date	01/11/25
Statement Closing Balance	£178,998.63	Closing Date	30/11/25
True/ Cashbook Closing Balance	£178,998.63		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
04/11/25	TSB EDF	EDF (Candys Field)	79.34	0.00	246,087.60
05/11/25	UT 5/11/25	Bespoke Web Designs	40.00	0.00	246,047.60
05/11/25	UT Copyrite 5/11/25	Herald Printing	775.00	0.00	245,272.60
05/11/25	UT EF 05/11/25	Express Fire	168.00	0.00	245,104.60
05/11/25	UT JC 5/11/25	Toilets cleaning	620.00	0.00	244,484.60
05/11/25	UT 05/11/25	PC contractor	945.00	0.00	243,539.60
05/11/25	UT 05/11/25	PC Contractor	2,490.00	0.00	241,049.60
05/11/25	UT 05/11/25	Employment	477.68	0.00	240,571.92
05/11/25	UT 05/11/25	Employment	2,375.19	0.00	238,196.73
05/11/25	UT 05/11/25	Lympstone Village Hall CIO	16.00	0.00	238,180.73
05/11/25	UT 05/11/25	Employment	214.29	0.00	237,966.44
07/11/25	UT HB 7/11/25	Hilton Barnfield Architects	3,402.00	0.00	234,564.44
10/11/25	UT DM 11/11/25	Advent calendar event	137.56	0.00	234,426.88
14/11/25	UT 14/11/25	Herald Advert	0.00	50.00	234,476.88
14/11/25	UT 300003	Employment	960.30	0.00	233,516.58
14/11/25	UT LL 14/11/25	Community lunches	120.39	0.00	233,396.19
14/11/25	UT 14/11/25	Lympstone Village Hall CIO	8.00	0.00	233,388.19
14/11/25	UT RP 14/11/25	Reformed Plastics (UK) Ltd	630.00	0.00	232,758.19
16/11/25	TSB 16/11/25	Herald Advert	0.00	45.00	232,803.19
17/11/25	TRF 17/11/25	Transfer to instant savings	100.00	0.00	232,703.19
17/11/25	TSB EDF 11	EDF (Candys Field)	162.52	0.00	232,540.67
17/11/25	TSB EDF(2)	EDF (Candys Field)	87.05	0.00	232,453.62
17/11/25	UT KA 17/11/25	Memorial bench	0.00	525.00	232,978.62
17/11/25	UT SS 17/11/25	Stephens Scown LLP	962.40	0.00	232,016.22
18/11/25	TRF18/11/25	Transfer of funds to instant access	50,000.00	0.00	182,016.22
18/11/25	UT RBL 18/11/25	Royal British Legion	100.00	0.00	181,916.22

19/11/25	UT 19/11/25	Herald Advert	0.00	30.00	181,946.22
19/11/25	UT SLCC 19/11/25	SLCC	300.00	0.00	181,646.22
20/11/25	UT 20/11/25	Herald Advert	0.00	25.00	181,671.22
21/11/25	UT 21/11/25	Herald Advert	0.00	5.00	181,676.22
24/11/25	UT 24/11/25	Herald Advert	0.00	135.00	181,811.22
24/11/25	UT 24/11/25	Herald Advert	0.00	5.00	181,816.22
24/11/25	UT 24/11/25	Herald Advert	0.00	40.00	181,856.22
25/11/25	UT GT 25/11/25	Gary Tate	625.00	0.00	181,231.22
25/11/25	UT IS 25/11/25	Plants for remembrance memorial	10.00	0.00	181,221.22
25/11/25	UT 25/11/25	Lympstone Sailing Club	35.00	0.00	181,186.22
25/11/25	UT 25/11/25	Lympstone Village Hall CIO	8.00	0.00	181,178.22
25/11/25	UT 25/11/25	Lympstone Village Hall CIO	8.00	0.00	181,170.22
26/11/25	UT EA 26/11/25	Environment Agency reimbursement	0.00	802.00	181,972.22
27/11/25	UT 27/11/25	Herald Advert	0.00	50.00	182,022.22
28/11/25	UT 28/11/25	Herald Printing	775.00	0.00	181,247.22
28/11/25	UT 28/11/25	Employment	138.79	0.00	181,108.43
28/11/25	UT 28/11/25	Employment	2,103.80	0.00	179,004.63
30/11/25	UT fee 30 11 25	Unity Trust Bank	6.00	0.00	178,998.63

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	68880.31	1712

Reconciled by Lucy Tyrrell

NOVEMBER Instant Access savings account: Bank Account Reconciled Statement

Savings Account

Statement Number	1	Bank Statement No.	1
Statement Opening Balance	£0.00	Opening Date	01/11/25
Statement Closing Balance	£50,100.00	Closing Date	30/11/25
True/ Cashbook Closing Balance	£50,100.00		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
17/11/25	TRF 17/11/25 open		0.00	100.00	100.00
18/11/25	TRF18/11/25		0.00	50,000.00	50,100.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	50100

Reconciled by Lucy Tyrrell

Appendix 2

5th January 2026

A big thank you to the community lunch team, Linda, Jenny, Vicki and Stacey for their hard work and commitment towards the community lunches. Your hard work meant so many of our community got to enjoy a Christmas lunch and festive treat.

It is with sadness that the LFRG are stepping back from operating the flood gates, this will now be done by the EA. I would like to thank all those involved with this operation since 2005 for their work and the flood teams continued work within the village and being our eyes on for all things flood related.

Thank you to Jo Manning for decorating the phone box at The Swan for an advent window and to Doreen Murray for the awesome advent Trail, a special mention goes to Rufus Rejzl and his window that raised money for Cancer Research.

On another note, I would like to comment after an email from a member of the public found 7 or 8 lighting tubes dumped in the Brook. This kind resident cleared it all and picked up broken pieces of glass from the tubing. I would like to thank them and remind all, that dumping of anything in the Brook can cause pollution and hazards for wildlife and our environment.

Cllr Lisa Staddon
Chair to Lympstone Parish Council

Appendix 3

Cllr Sue Francis notes from Local Plan Webinar – Second Stage Regulation 19 Consultation

I'm afraid things got more depressing as we progressed! My personal conclusions were that following the presentations and Q&A sessions that the current lack of demonstratable 5-year land supply and EDDC's need to have one by the time the plan is scheduled to be adopted means the tilted balance will be very generously applied in favour of development. Selected sites are already being brought forward to planning by developers eg Courtland and non-selected sites are also coming through eg Lympstone 9 and 10. To halt development anywhere there will have to be very good, evidenced reasons for eg flooding, sustainability, infrastructure. Neighbourhood Plans in only a few locations in the district will help to stop the tilted balance in their areas. The older a NP is the less weight it carries. As our NP has almost reached its planned span it is practically obsolete. It is imperative work begins as soon as possible to revise ours.

Consultation

- When responding to the Consultation it is important to reference comments to particular pages, policies, paragraphs, points etc. This should be done even if you are submitting comments via e-mail.
- EDDC are really pressing for comments to be made via the Commonplace Portal.
- Changes in the plan are tracked in red and easy to find. Tables of changes are also included to make it easier to see/consider.
- All the first round of Regulation19 comments have been submitted to the Inspectorate.
- It was *emphasised* there was no need to repeat comments from first submissions This is because the purpose of this Second Consultation is to receive feedback on the changes made.
- They are only asking for comments on what is new and not what has gone before.
- The new Local Plan is designed to be a "rule book" for new planning applications once it has been adopted.
- It sets out where development will be permitted and restricted.
- It is designed also to protect natural and built assets in the region.
- Recommendation to view Plan alongside and also participate in the Heritage Strategy Consultation.
- Its design has had to dovetail and work with National Policies and DCC Policies.
- East Devon is required to provided 950 new homes per year which is 20% less than national requirement as Plan was in preparation and therefore managed to just beat the deadline for higher requirement.
- Unfortunately for us as 57% of region is designated national Landscape most of the development will happen in the west of the district.
- The timetable for adoption is: - Spring 2026 submitted for Examination, late 2026/early 2027 Oral hearings, 2027 Modification, late 2027/early 2028 adoption.

Key Changes

- Policies have been refined.
- Factual errors corrected.
- Changes have been driven by new evidence.
- Updates to Designated Neighbourhood Area housing numbers.
- Updates for habitat mitigation.
- Updates for flooding and water quality.
- Greater emphasis on conserving and enhancing National landscapes.
- Greater emphasis on EV charging.
- Policies Map is interactive and its layers demonstrate all aspects of the Plan.

It can show Parish and new Settlement Boundaries. The Flood Zone data/maps are supplied by the EA

- Much of the webinar was dedicated to the new Marlcombe development.
- There will be 3,300 homes by 2042 and 10,000 in longer term.
- The bid for Government New Town Development Status has reached last 12 to be assessed.
- Marlcombe will be a Town and Community in its own right and EDDC will be the Master Developer – hence learning from the mistakes of Cranbrook.
- Development will proceed using recommendation of 110litres per person per day usage.

The Water Cycle Study

- Much weight has been given to the findings of the commissioned report by EDDC.
- Policy measures include its findings and there will be phased development to match infrastructure upgrades and capacity increases.
- Critical investment is required in Exmouth Maer Lane and Countess Wear works.
- A new treatment plant is needed to the east of Exeter (Marlcombe).

Tilted Balance

- There is currently not a demonstratable 5-year land supply.
- For the Plan to be adopted there must be one by point of adoption.
- Tilted Balance is now being applied to submitted planning applications.
- There is only protection from NP if they are less than 5 years old and then not always.
- Old/Current Plan policies stand. In applications weight is given if there are requirements from the new plan eg BNG 20%, affordable housing % but these cannot be applied.

Local Government Reorganisation

- The form of this is currently unknown and although EDDC will cease to exist as a body the new Plan will stand/remain until any new authority chooses to replace it.

Neighbourhood Plans

- These are community prepared and delivered and give greater say in development.
- They do carry statutory weight but must work within the policies of Local Plan.
- They support Policies of Local Plan but crucially help to ensure specific local issues/needs/characteristics/circumstances are better taken into account.
- They can protect green spaces.
- They can prevent settlement coalescence.
- There may be some conflict with housing number requirement of new LP.
- New and reviewed NP's can strengthen the types of development to meet local needs in terms of affordable and mix of housing.
- Older plans carry less weight.

Making or Revising Neighbourhood Plans

- Older Plans carry less weight especially if Tilted Balance is applied.
- There are options for light touch and review updates/modifications rather than 'starting again'.
- NP's do not need to cover all land use matters or duplicate LP or NPPF policies.
- Having a made NP gives access to 25% CIL monies.
- EDDC can fund up to 3 Housing Needs Surveys each year for those working on new plans.
- EDDC can supply a range of templates and guides to use for preparation of plans.
- EDDC can offer advice and guidance throughout the process.
- EDDC can review drafts and make suggestions.
- Commercial support is also available eg Devon Communities Together.

Cllr Sue Francis

Appendix 4

Notes on Round 2 Reg 19 East Devon Local Plan
What's new and relevant to Lympstone?

- **Strategic Policy SP03**: Housing requirement for Lympstone has risen from 323 to 350, an increase of 8%, or 27 more houses (compared to Round 1 Reg 19 consultation). As at January 2026, allocated sites account for 275 houses.

  NB Lympstone currently has more than 4 people per hectare (based on 2021 Census). It is the most populated parish in East Devon, excluding some small towns. For the period 2012 to 2026, in accordance with EDLP, Lympstone accommodated 40 dwellings, plus a further share of the 150 houses at Goodmore's. Total dwellings in 2015 (excluding Goodmore's) 949. 350 additional dwellings represents 37% increase.

- **Strategic Policy AR01: Flooding** and new **Strategic Policy AR02: Water Quality and Efficiency**

  A new item in the EDLP is the Strategic Flood Risk Assessment Level 2 **CCF-002** – Cumulative Impact Assessment (Parish Map), which identifies that Lympstone is at a high risk of cumulative flooding, and therefore development proposals should help to reduce flood risk overall by demonstrating in particular the Flood Risk Assessment considers the potential cumulative effects of the proposed development.

  Also, new information on the site GH/ED/72a - Land at Meeting Lane, Lympstone "*Part of the site is at risk of flooding and a Level 2 SFRA has been undertaken, the results of which should be incorporated into the development. A sequential test has been undertaken as part of the local plan.*"[1]

- **Infrastructure Delivery Plan** - no infrastructure upgrades planned in Lympstone, yet we are in the top 3 parishes for housing allocations and contributions to CIL.

  Note: LPC is awaiting updates on our Proposed Landscape Plan for active travel improvements from DCC Highways Officer (agreed to reassess the junction at Harefield Cross) and Paul Osborne, Green Infrastructure Manager, EDDC.

Cllr Susie Culhane
5th January 2026

26/4 Clerks Report

Correspondence received:

4th Jan

Hi Lucy,
Happy New Year!

Kate Grabke and I have removed the snowman decs today from the 'phone box today. We think that the village and the many visitors over the festive season have enjoyed them, there have certainly been a lot of photos taken!

Kate and I have been talking about potential uses for the 'phone box going forward throughout the year and think that perhaps a rolling programme of different "themes" might work, starting with a seed exchange from February to April and then perhaps a place to give away excess vegetables grown either in gardens or at the allotments from May - August.

The thoughts are still in their infancy but Kate and I plan to meet in the next few weeks to develop them.

We wanted to ask if this is something that the Parish Council would support.

If you could let us know it would be much appreciated and we'll get cracking on a plan.

Many thanks and kind regards,
Jo and Kate

Finance – December Payments / Financial summary / Budget report

Current account c/f 31st Dec 2025	
TSB	£ 19,106.29
Unity Trust	£ 74,583.40
Total current account	£ 93,689.69
Instant Access savings account c/f 31st Dec 2025	
Unity Trust	£130,100.00
Total accounts	£223,789.69

Bank Account Reconciled Statement

Savings Account

Statement Number	2	Bank Statement No.	2
Statement Opening Balance	£50,100.00	Opening Date	01/12/25
Statement Closing Balance	£130,100.00	Closing Date	31/12/25
True/ Cashbook Closing	£130,100.00		

Balance

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
11/12/25	UT 11/12/25		0.00	80,000.00	130,100.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	80000

Reconciled by Lucy Tyrrell

Bank Account Reconciled Statement

Current Account

Statement Number	33	Bank Statement No.	33
Statement Opening Balance	£178,998.63	Opening Date	01/12/25
Statement Closing Balance	£93,689.69	Closing Date	31/12/25
True/ Cashbook Closing Balance	£93,689.69		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/12/25	UT 1/12/25	Herald Advert	0.00	60.00	179,058.63
01/12/25	UT 1/12/25	Public toilets cleaning	600.00	0.00	178,458.63
01/12/25	UT 01/12/25	PC contractor	665.00	0.00	177,793.63
01/12/25	UT LVH 01/12/25	Lympstone Village Hall CIO	70.00	0.00	177,723.63
02/12/25	UT EA 02/12/25	Environment Agency	0.00	1,964.00	179,687.63
03/12/25	UT 3/12/25	Herald Advert	0.00	135.00	179,822.63
03/12/25	UT 03/12/25	Community lunches	204.69	0.00	179,617.94
04/12/25	UT SWW 04/12/25	Source For Business	211.84	0.00	179,406.10
05/12/25	UT 05/12/25	Employment	186.34	0.00	179,219.76
08/12/25	TSB 08/12/25	Herald Advert	0.00	63.00	179,282.76
08/12/25	UT 8/12/25	Herald Advert	0.00	45.00	179,327.76
09/12/25	UT 09/12/25	Herald Advert	0.00	18.00	179,345.76
09/12/25	UT 300004	Employment	788.47	0.00	178,557.29
09/12/25	UT LVHCIO 9/12/25	Lympstone Village Hall CIO	200.00	0.00	178,357.29
10/12/25	UT 10/12/25	Hedge cutting	590.00	0.00	177,767.29
10/12/25	UT DGA2 10/12/25	Hedge cutting	60.00	0.00	177,707.29
11/12/25	UT 11/12/25	Transfer to instant savings acc	80,000.00	0.00	97,707.29
12/12/25	TSB EDF 001	EDF Energy Ref: Toilets	39.89	0.00	97,667.40
12/12/25	UT 12/12/25	Herald Advert	0.00	45.00	97,712.40
16/12/25	TSB EDF YC	EDF Energy YC	80.56	0.00	97,631.84
16/12/25	UT 16/12/25	Herald Advert	0.00	135.00	97,766.84
16/12/25	UT 16/12/25	Herald Advert	0.00	45.00	97,811.84

17/12/25	UT LVH 17/12/25	Lympstone Village Hall CIO	8.00	0.00	97,803.84
18/12/25	UT 18/12/25	Community lunches	574.92	0.00	97,228.92
19/12/25	UT 31/12/25	Employment	223.97	0.00	97,004.95
19/12/25	UT 31/12/25	Employment	2,375.19	0.00	94,629.76
22/12/25	UT 22/12/25	Herald advert	0.00	50.00	94,679.76
22/12/25	UT 22/12/25	Stroma Building Control	900.00	0.00	93,779.76
23/12/25	UT 23/12/25	Herlad Advert	0.00	15.00	93,794.76
23/12/25	UT 23/12/25	Herald Advert	0.00	25.00	93,819.76
31/12/25	UT BGL 730922	British Gas Lite Public toilets	34.86	0.00	93,784.90
31/12/25	UT BGL 730923	British Gas Lite YC gas	51.00	0.00	93,733.90
31/12/25	UT BGL 921	British Gas YC electricity	38.21	0.00	93,695.69
31/12/25	UT fee 31 12 25	Unity Trust Bank service charge	6.00	0.00	93,689.69

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	87908.94	2600

Reconciled by Lucy Tyrrell

Financial Statement - Cashbook

Statement of receipts and payments between 01/04/25 and 31/12/25 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

Short Term Investment Accounts

Savings Account	£0.00
Total	£263,595.55

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	56,000.00	0.00	56,000.00
15 CIL	0.00	0.00	0.00
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	2,914.27	0.00	2,914.27
30 Burial Fees	1,981.00	0.00	1,981.00
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	3,301.00	0.00	3,301.00
55 Web adverts	0.00	0.00	0.00
60 Parishes Together	0.00	0.00	0.00
65 External grants	1,683.93	0.00	1,683.93
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
110 Interest	0.00	0.00	0.00
Council Total	68,927.12	0.00	68,927.12
Total Receipts	68,927.12	0.00	68,927.12

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Employment	29,065.37	0.00	29,065.37
1005 Employment	2,879.98	17.48	2,897.46
1015 Village Hall hire	264.00	0.00	264.00
1020 Chairman's Allowance	0.00	0.00	0.00
1025 Subscriptions	1,713.00	223.09	1,936.09
1030 Courses, travel etc	232.45	17.00	249.45
1035 Insurance, Audit, Electricity	3,195.35	298.20	3,493.55
1040 Misc	3,379.00	658.20	4,037.20
1045 Herald Printing	5,425.00	0.00	5,425.00
1050 PC Maintenance Contractor	10,555.00	0.00	10,555.00
1055 Grass cutting	590.00	0.00	590.00
1060 Other maintenance	973.66	2.73	976.39
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	1,445.26	72.26	1,517.52
1095 Toilets	7,560.78	232.91	7,793.69
1100 Flood equip maintenance	0.00	0.00	0.00
1105 LFRG expenses	35.00	0.00	35.00
1110 Gulliford cemetery	970.00	0.00	970.00
1115 Burial Ground	0.00	0.00	0.00
1120 YC Maintenance	235.00	47.00	282.00
1125 YC Utilities	1,931.86	96.59	2,028.45
1130 Website etc	165.00	0.00	165.00
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	24,706.09	4,817.00	29,523.09
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	100.00	0.00	100.00
2010 Other Grants	4,417.26	205.86	4,623.12
9999 VAT Payments	0.00	0.00	0.00
Council Total	101,677.06	7,055.92	108,732.98
Total Payments	101,677.06	7,055.92	108,732.98

Closing Balances at 31/12/25

Ordinary Accounts

Current Account	£93,689.69

Short Term Investment Accounts

Savings Account	£130,100.00
Total	£223,789.69

Clerk's Action List - Clerk and LPC Action List: July 2025 - January 2026

Meeting/date	Min ref:	Agreed resolution/action	Actioned by	Actioned
LPC 5/1/26	25/127.3	RESOLVED that SF would begin editing and updating the Neighbourhood plan.	SF	
LPC 1/12/25	25/117.1	RESOLVED that the trees would be accepted with an initial five planted in the N-W corner of Candys Field and the remaining trees to be phased planted as, when and only where LPC decides. (NB: QUOTE required for the EA from three contractors for Candys Field)	SC/DGA	
LPC 1/12/25	25/113.5.1	RESOLVED that a recommended firework code was added to Lympstone website.	LT	Dec-25
LPC 1/12/25	25/113.3	RESOLVED that Devon Auditing Partnership was approved to be used for the PCs internal audit for 2025/26.	LT	Dec-25
LPC 1/12/25	25/113.2	RESOLVED that the PC budget for 2026/27 was agreed and approved by Cllrs	LT	
LPC 1/12/25	25/113.1	RESOLVED that LPC would apply to EDDC for a Parish precept of £60,000 for 2026/27.	LT	Dec-25
F&A 6/11/25	F&A 25/10	RESOLVED that the memorial tree option was removed from the cemetery price list.	LT	Jan-26
		ACTION Clerk to circulate the income and expenditure listed under 'Miscellaneous' from the 2025/26 budget.	LT	
LPC 3/11/25	25/105.3	RESOLVED that the Clerk write to 3West for more information regarding the ownership of the hedge which lay between the site boundary and the Highway. NB Amended to add to response to EDDC planning instead (Agreed via Cllr emails Nov 25)	LT	Nov-25
A&A 21/10/25	A&A 25/15	RESOLVED that the cost of a purchase of a burial would be raised to £600. RESOLVED that the cost of a burial would be raised to £600 for a resident and £1200 for a non-resident.RESOLVED that the cost for an interment of ashes would be £325 for a resident and £650 for a non-resident.	LT	Jan-26
A&A 21/10/25	A&A 25/13	ACTION that the Clerk send the additional documentation to Stephens Scown.	LT	Oct-25
A&A 21/10/25	A&A 25/12	ACTION that the Clerk contact EDDC and request a copy of the certificate of completion for the area including maintenance.	LT	Oct-25
A&A 21/10/25	A&A 25/12	ACTION that KH would contact the solicitor to check the documentation for LPC ownership was with the land registry.	KH	
A&A 21/10/25	A&A 25/12	(Ref Charity for car park at Front Meadow:) RESOLVED that KH would contact the Charity for more information with the Clerk copied into all correspondence.	KH	
F&A 2/10/25	F&A 25/6	RESOLVED that an instant access account was opened in the first instance. ACTION that the Clerk investigate opening the instant bank account with Unity Trust. ACTION that LT arranged signatories to attend TSB and transfer additional funds to Unity Trust bank.	LT	Dec-25
F&A 2/10/25	F&A 25/5	ACTION that LS would recirculate the hub project fundraising strategy. (Ref: Delivery plan:) ACTION that LS would find out from Hilton Barnfield and report back to Cllrs.	LS	
F&A 2/10/25	F&A 25/4	RESOLVED that the draft Reserves Policy and Investment Strategy was agreed and approved. ACTION that all Cllrs comment and return the Risk Management -Risk Register document to the Clerk to update the document.	LT	Jan-26
F&A 2/10/25	F&A 25/03	ACTIONS: 1. Clerk to recirculate the revenue webinar and KH would try and attend. 2. Clerk to investigate how many PC boards were necessary in the Parish. 3.Clerk to check the time limit for CIL spending with EDDC. 4.Clerk to investigate the cost for a charging machine to be installed at the public toilets.5. Cllrs to send Clerk any project items not on budget to add. 6. Clerk to draft a letter to 3West requesting information on their predicted CIL money and timeline of payment from developments to EDDC. 7. An assets and amenities committee meeting would be called in the next fortnight. 8. All Cllrs to view the Clerks prepared draft budget and precept costings and report back.	LT	Points: 1,2
LPC 6/10/25	25/96.3	RESOLVED that £6,000 would be ringfenced in the budget for 2026/27 for Lympstone Neighbourhood Plan.	LT	Nov-25
LPC 6/10/25	25/96.3	RESOLVED that the Clerk resend Paul Osborne the landscape plan previously sent to EDDC and copy in Cllr Jung.	LT	Oct-25
LPC 1/9/25	25/87.2.2	RESOLVED that a working group be formed for improving green areas requiring biodiversity support.	SC	
LPC 1/9/25	25/83	(REF Gov.uk:) RESOLVED that Option 4 of the webmaster's recommendations would be adopted by the PC.	LT	Jan-26
LPC 1/9/25	25/82.2	(Ref Bin at Front Meadow:) RESOLVED that the Clerk contact Cllr Ingham to submit a request for consideration by EDDC.	LT	Oct-25
LPC 1/9/25	25/82.1	RESOLVED that a photo of Cllr and Clerk, name and Lympstone Parish Council details would be submitted to EDDC for identity cards.	LT	Oct-25
LPC 1/9/25	25/82.1	RESOLVED that blue lanyards personalised with 'Lympstone Parish Council' would be ordered for the ID cards.	LT	
P&T 30/7/25	P&T 25/32.	ACTIONS: Clerk would ask advice and source a quote from a solicitor for legal fees. SC would respond to Chris Wilmoth on behalf of LPC regarding legal advice quotes being sought.	LT/SC	Sep-25
LPC 7/7/25	25/67.5	RESOLVED that the PC would cover the trustees insurance cost for the initial two years.	LPC/LT	
LPC 7/7/25	25/67.4	RESOLVED that a quote would be sought from a contractor to cut and clear the wild meadow area.	DGA	Aug-25
LPC 7/7/25	25/64	RESOLVED that the PC write a letter of thanks to Mr Phil Corcos for all his time as a voluntary lead member of LFRG.	LT	Jul-25
LPC 7/7/25	25/63,5	RESOLVED that LPC would host the next Otter to Exe meeting in September for the Chair and Clerk of local Town and Parish Councils.	LT	Jul-25
LPC 7/7/25	25/63.2	RESOLVED that LPCs reviewed Standing Orders was approved. RESOLVED that LPCs reviewed Code of Conduct was approved.	LT	Jul-25

Master Correspondence List

December 2025 and January 2026

Date	Received from	Subject
17th Dec	Mr Greenslade	Unsafe parks
19th	Mr Tyrrell	Wotton Brook
21st	Mrs Lyons	Lympstone Community lunch
22nd	Bev and Lauren (EEMP)	EEMP End-of-Year Update and Looking Ahead
22nd	Ms King (EDDC)	Local Plan Webinar 16th December
23rd	Mr Tyrrell	Wotton Brook
1st Jan	Mr and Mrs Davies	5/1 LPC meeting - DCC's Dinan Way Link project
1st	Mr and Mrs Davies	5/1 LPC meet- DCC's Exe View/Hulham Road drainage plan
4th	Ms Manning	Village telephone box
7th	Ms Cox	Use of the Church Car Park by Environment Agency Charles Court
8th	ALRUG	Storm Goretti - travel guidance
11th	Mrs Gall	Cliff field , Lympstone, Devon
11th	Mr Gayley	Pollution Incident - The Mill, Stone Lane, Lympstone, Devon / Dinan Way, Exmouth, Devon
12th	Parish Online	Parish Online Email - Lympstone Parish Council
13th	National Trust	Incident at Cliff field
14th	Parish Online	Gov.uk email addresses
16th	Mr Matthews (3West)	POS on site provision Strawberry Hill Lympstone and Gilbrook Woodbury.
16th	Mr Capon (EDDC)	Appeal decision 25/1102/FUL
17th	Mrs Billington (PCC)	Updated email address
20th	Ms Haynes	Gas works and water leak
20th	EDDC	Draft Playing Pitch and Outdoor Sport Strategy Town and Parish webinar 03/02/26
21st	Mrs Truell	Lovely countryside
21st	South East Devon wildlife	South East Devon Wildlife visitor survey
21st	Mrs Truell	Lack of Control in outdoorsman
22nd	Octavius	Hulham Road Night Works - Letter Update
24th	Team Streetlink	We've received your StreetLink alert
26th	County Cllr Brown	Safety concerns that need urgent attention, along Nutwell Road in Lympstone.

26/7 Planning decisions

Date	Planning Application	LPC	EDDC
8/12 expires 31/12	**25/2407/VAR -** Variation of Condition 1 (Approved Plans) of planning permission 25/0408/Ful (Timber shower room removed, lean-to demolished, replaced with garden room. Stair/bridge to garden to be replaced, windows & doors repaired or replaced, new flue, minor ground excavation, entrance gates replaced and repositioned) to change window W13, W21 and door D6 at The Mill, Stone Lane.	*16/12 Support*	27/1 APPROVED
8/12 expires 2/1/26	**25/2442/VAR -** Variation of Condition 1 (Approved Plans) of planning permission 25/0409/LBC (Timber shower room removed, lean-to demolished, replaced with garden room. Internal alterations/repairs including damp repair work to floors and walls, alterations to staircases, internal layout changes, ceiling repairs/replacements, timber preservation works, electrical and plumbing with associated works. External works including stair/bridge to garden to be replaced, windows & doors repaired or replaced, new flue, minor ground excavation, entrance gates replaced and repositioned) to change the design of windows W13 and W21 and door D6 at The Mill Stone Lane.	*16/12 Support*	27/1 APPROVED