MINUTES OF A LYMPSTONE PARISH COUNCIL JOINT FINANCE AND ADVISORY AND ASSETS AND AMENITIES COMMITTEE MEETING HELD IN THE VILLAGE HALL AT 1.30PM ON TUESDAY 31ST MARCH 2026.

PRESENT:	
Councillors	D Atkins (DGA) (A&A Lead Cllr), S Francis (SF), R Gale-Hasleham (RGH), K Hill (KH) (F&A Lead Cllr), A Roberts (AR) and L Staddon (LS) (LPC Chair)
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	None
Public	None

Public session:
None present.

F&A/A&A 26/1 Apologies

Cllr Coleman, Culhane and Payne due to other commitments.

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

F&A/A&A 26/2 To receive any Declarations of Interest

None.

F&A/A&A 26/3 Analysis for:

26/3.1) Reserves.

RESOLVED that AR would work with the Clerk to produce a list of allocated reserves for projects in the Parish.
DGA proposed. SF seconded. Unan.

26/3.2) Community Infrastructure Levy (CIL)

KH reported that he had researched the government website regarding CIL. The government expected local Councils to take on open spaces from developers, that benefitted all Parishioners. AR felt this was only relevant to District and County Councils but not the Parish Council as PCs had not been included in the discussion or decision regarding how the land was proposed to be developed. LS explained that spending CIL money followed a strict criterion. RGH added that when land was developed it was a profit-making process for the developer's own benefit and that they were responsible for creating a management company to run the public amenity with covenants to protect the land. KH explained that once land was sold, covenants could be changed. RGH added that S106 agreements formed a planning condition and could not be amended. Front meadow was an expensive lesson learnt regarding this, and an example of why the PC could not take on any more responsibilities. RGH felt he would have to agree to disagree with KH.
The Clerk explained that a CIL policy may have to be considered by the PC.

F&A/A&A 26/4 Payroll – HMRC: PAYE and VAT claim online

The Clerk reported that all remaining funds in the PCs TSB account had been successfully transferred to the Unity Trust current account and the TSB account was now closed.

RESOLVED that the PCs current account would always hold £30,000, any remaining money would be transferred and held in the Unity Trust instant access account and transferred back as and when necessary.
SF proposed. KH seconded. Unan.

The Clerk reported that she had successfully set up a Government Gateway online account for the PC. This meant that she could now make Tax and NIC payments to HMRC online. The Clerk presented the online account and explained how claiming VAT back without a registered business or VAT number was so difficult to do. AR suggested the Clerk sought further advice on achieving this from other Councils or the Internal Auditor.

F&A/A&A 26/5 Lympstone NDP Community Engagement and Survey Project Contract from Devon Communities Together (DCT).

SF reported on the online meeting held with DCT on 30th March. It had been a very positive meeting and had produced an updated quote from DCT for Cllrs to consider. The quote had been slightly reduced but there would be small printing costs to be separately paid by the PC to prepare for the public consultation. SF explained that DCT would prove independency and validity to the NP process. SF explained that money for the original quote had already been allocated.

RESOLVED that the proposed DCT quote received on the 30th March would be accepted.
LS proposed. RGH seconded. Unan.

F&A/A&A 26/6 Tree Planting and Growing Project 2026-2031.

All Cllrs agreed that a site visit to the following areas was necessary to secure exact locations of where the new trees would be planted and plot on a map before the tender was sent out to contractors:

- NW corner of Candys Field
- Front Meadow
- Cliff field

DGA felt this item had to deferred until all Cllrs had been to the sites. DGA also highlighted the watering of the trees. He was concerned with the cost of a contractor coming from out the area to water the trees whereas a local person would cost less.

F&A/A&A 26/7 Assets update –

26/7.1) Asset Register Policy

The review was approved and would be agreed at the next PC meeting held on the 13th April 2026.

26/7.2) Asset Register

RESOLVED that the following amendments to the current PC asset register were agreed:

- *Update:*
  - *Youth Club building value from £80,000 to £206,000.*
- *Dispose:*
  - *Projector £502.00*
  - *www.lympstone.org website £3,000.00*
  - *Picnic table (donated) £500.00*
  - *Picnic table (donated) £530.00*
- *Add:*
  - *CCTV at Public toilets £3,350.00*

DGA proposed. LS seconded. Unan.

26/7.3) Asset Register - compared to Insurance Schedule

It was agreed that this item would need further discussion.

26/7.4) Risk Register

It was agreed that no amendments were necessary at this time.

F&A/A&A 26/8 Front Meadow

LS felt that removing the large stones hidden in the grass and surrounding boundary could be added to the working groups list of actions. She also felt a reminder notice in the Herald could be added for members of the public to be made aware of the dangers caused by leaving stones in the area.

It was also noted that the Clerk would recirculate via email the draft signs for the car park at Front Meadow and Cliff field for all Cllrs to agree.

F&A/A&A 26/9 Items for the next Agenda

Front meadow bollards and vehicular access gate.

Meeting closed: **3.41pm**

Chairman: Date: