MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY 11TH MAY 2026.

PRESENT:	
Councillors	D Atkins (DGA), R Coleman (RC), S Francis (SF), R Gale-Hasleham (RGH), K Hill (KH), J Payne and L Staddon (LS) (LPC Chair)
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	None
Public	7 members

26/32 Election of Chairman for 2026/2027

RESOLVED that Cllr Lisa Staddon be elected Chairman for the Municipal year.
DGA proposed. RGH seconded. Unan.

Cllr Staddon read out and signed the Chairman's Declaration of Acceptance of Office.

26/33 Election of Vice Chairman for 2026/2027

RESOLVED that Cllr Sue Francis be elected Vice-Chairman for the Municipal year.
LS proposed. JP seconded. Unan.

Cllr Francis read out and signed the Vice Chairman's Declaration of Acceptance of Office.

26/34 Declarations of Office

All Cllrs re-signed their declarations of Office, Code of Conduct and acceptance of receiving and sending emails for 2025/2026. All Cllrs received a new declaration of interest form to complete and return to the Clerk for EDDC's records.

Public session:

A resident queried the request for a pétanque pitch in Lympstone as there was already one in Exton which was accessible by walking or driving. He highlighted that not all sport clubs in Lympstone had facilities in the village, for example the cricket or boxing club.

The owner of the Mill was present and shared concerns of the blockage of the public footpath to the Mill field. He highlighted the fact that the Mill field had the village amenities buried within it, including sewage, drainage, electric and fibre optic cables. This access point was the only way to the field during any flooding conditions for emergency vehicles. The footpath had been narrowed in size over the years, and the new development was encroaching further into the public path. He highlighted that the bridge over the brook at and into the Mill field was 3.7m wide. He had an easement for access over the public path and had raised this issue with DCC but they could not help. He asked the PC for assistance with support to this issue. The PC agreed as Cllrs had noted the reduction in the width of the public path. Another resident felt the public path had been halved as in the past she believed that a tractor and trailer had been able to drive down and access the Mill field. The owner also added that orange water was still pouring into his Mill pond from the DWE road and still not resolved by DCC contractors. He also explained that the diversion of the footpath across the Mill

land had been applied for with DCC over a year ago. He had requested that the footpath followed the Brook, but DCC had not been in touch. The Chair explained that she had found out from the footpath warden that it was still with DCC legal department. Another resident raised the proposed planning development at St Johns woodland village. He felt that developers were pushing ahead with planning regardless of the local plan awaiting approval. He felt the whole system was flawed and EDDC just wanted to meet government housing numbers regardless of the consequences. He also felt that infrastructure, for example, sewage and roads were unfit for purpose, but this was not taken into consideration.

26/35 Apologies

Cllr Roberts, District Cllrs Ingham, Jung and County Cllrs Brown and Trail due to other commitments. DGA wanted it noted that Woodbury Parish Council also had their monthly PC meeting tonight at the same time as LPC.

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

26/36 Minutes

RESOLVED that the minutes of the PC meeting held on the 13th April 2026 be confirmed as a correct record and signed by the Chairman.
DGA proposed. RGH seconded. Unan.

RESOLVED that the minutes of the joint Finance and Advisory and Assets and Amenities Committee meeting held on the 31st March 2026 be confirmed as a correct record and signed by the Chairman.
DGA proposed. SF seconded. Unan.

RESOLVED that the minutes of the PC Part B meeting held on the 31st March 2026 be confirmed as a correct record and signed by the Chairman.
DGA proposed. SF seconded. Unan.

RESOLVED that the minutes of the Planning and Transport Committee meeting held on the 9th April 2026 be confirmed as a correct record and signed by the Chairman.
DGA proposed. SF seconded. Unan.

26/37 To receive any Declarations of Interest

None.

26/38 Clerk's Report

26/38.1 End of Year Accounts 2025/2026

RESOLVED that Lympstone Parish Council's end of year accounts were approved.
LS proposed. KH seconded. Unan.

The Chairman and the Clerk signed off the accounts for 2025/26 *(See Appendix 1)*.

26/38.2 2025/26 EDDC CIL report

RESOLVED that Lympstone Parish Council's CIL report 2025/26 for EDDC was approved.
KH proposed. LS seconded. Unan.

The Chairman and the Clerk signed the CIL report to be sent to EDDC by 30th June 2026 *(See Appendix 2).*

26/38.3 Correspondence received

The Clerk referred to the correspondence received from the conductor of Lympstone Academy Brass Band playing in Front Meadow. Cllrs unanimously agreed that it was a lovely idea but wanted the following points raised to be considered by the Band before playing music for the summer:

- Submit timings and dates.
- Set up and clearing away arrangements.
- Weather constraints.
- Seating arrangements.
- Co-ordinate with the Church and functions.
- Other village functions.
- Contact immediate residents.
- Written risk assessment.
- Public liability insurance.

ACTION that KH would contact the management company of Charles Court for contact details to pass on to Lympstone Band.

26/38.4 Casual Vacancy and Co-option of Parish Councillors

The Clerk explained that there were three vacancies on the PC and no election had been called. It was up to the PC to co-opt new members. There had been one expression of interest from a resident Mr Peter Carlisle who was present. He had completed his co-option application form and spoke a few words about himself.

RESOLVED that Mr Peter Carlisle (PRC) was co-opted on to Lympstone Parish Council with immediate effect.
LS proposed. DGA seconded. Unan.

Cllr Carlisle read out loud and signed the Declaration of Office and Code of Conduct in front of all present. The Clerk countersigned the document.

26/38.5 Finance – April 2026 Band Reconciliation / Income/ Expenditure / Financial summary / Budget report.

RESOLVED that the payments in Appendix 3 be approved.
LS proposed. JP seconded. Unan.

26/38.6 Clerk and LPC's Action List

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

26/39 Reports from the Chairman, East Devon District Councillors and Devon County Councillors.

None.

26/40 Planning applications

26/40.1

26/0816/TCA - G1: Western Red Cedars (x5) - 35% canopy reduction to approximately 1m below insulated power service cable. Cherry - fell (dead cherry tree next to the conifers) at Bronte House North Wotton Lane.

The Parish tree warden had been asked for advice regarding this application, he had recommended that the work could be completed but after bird nesting season due to the rookery near the proposed tree work. It was unanimously agreed that the PC would submit the tree warden's recommendations to EDDC.

RESOLVED that the Clerk send the recommendation from LPC to EDDC of support with the proviso of no tree work to take place until after bird nesting season due to the rookery in close proximity.

LS proposed. RGH seconded. Unan.

26/40.2

26/0395/FUL - Proposed new building and toilet block on land adjacent to Ottertots nursery at Ottertots Day Care Nursery Hulham Road *(expires 23rd May 26).*

LS read out Cllr Roberts points regarding this application:

- It was a substantial building 30m x 20m
- It was within 400m of the Pebblebed Heaths
- Car parking was to be doubled leading to more cars accessing Hulham Road with a poor visibility splay.
- No mains sewage system to connect into, applicant indicated using existing Septic tank - this should be linked to a Sewage treatment plant.
- No details of additional jobs or employment opportunities that the application would bring.

JP explained that the nursery already had a soft play inside its current building and felt this was a separate building which could be available to additional users.

Residents raised the following points:

- Concerns of additional traffic along Hulham road.
- Were there restricted opening/closing times for the use of this business?
- Restricted access to and from the site.
- Increased size of car park would increase the water run off and heightened concerns of additional flood water.

- Consider the use of a regulated sewage treatment plant instead of septic tank.
- Contrary to local and neighbourhood plan if no transport plan was provided.

RESOLVED that the Clerk send the recommendation from LPC to EDDC of support in principle with considerations of improved access to and from the site, mitigate concerns of increased water run-off, use of a sewage treatment plant and implementation of a transport plan for additional users.
LS proposed. JP seconded. Unan.

26/41 Planning decisions

RESOLVED that the EDDC decisions were noted.

26/42 Reports of Committees

The following Committee Lead Cllrs were agreed:

RESOLVED it was approved that the lead Cllr of the Assets and Amenities Committee was DGA.
KH proposed. LS seconded. Unan.

RESOLVED it was approved that the lead Cllr of the Community Committee was JP.
LS proposed. RGH seconded. Unan.

RESOLVED it was approved that the lead Cllr of the Environment Committee was RGH.
LS proposed. RC seconded. Unan.

RESOLVED it was approved that the lead Cllr of the Finance and Advisory Committee was AR.
LS proposed. JP seconded. Unan.

RESOLVED it was approved that the lead Cllr of the Planning and Transport Committee was SF.
LS proposed. RGH seconded. Unan.

26/42.1 Assets and Amenities committee

26/42.1.1 LS referred to the recent ROSPA play safety inspection received and highlighted the main area for attention was the MUGA.

RESOLVED that the Clerk and DGA produce a work specification and seek three contractors to quote for the remedial work.
LS proposed. SF seconded. Unan.

26/42.1.2 DGA reported that a Pétanque pitch would be a useful asset to Candys Field. The fundraiser to implement a pitch needed financial support

from the PC and a location to apply for external grants. He suggested that £2,000 was earmarked for the project vired from CIL funds ringfenced for the cemetery. LS felt that the sport attracted all ages from young to old. RGH raised concerns of the issue with dogs in Candys field off the lead and using the pitch. RC felt the game was all inclusive and would attract people to the village. A resident did query where people would park if they came to use the pitch. JP felt there was a public car park and train station which people could use.

RESOLVED that £2,000 would be earmarked for the project vired from the cemetery budget.
DGA proposed. LS seconded. Unan.

RESOLVED that the location of the pitch would be from the humps at the top of Candys field to the N-W corner of the field.
DGA proposed. LS seconded. Unan.

26/42.1.3 LS explained that a site meeting for exact locations of the trees to be received from the EA in Candys Field, Cliff Field and Front Meadow had to be arranged.

ACTION that a Monday date in June at 6.30pm would be circulated to all Cllrs for the Clerk to arrange a site meeting.

26/42.2 Community committee

26/42.2.1 Cllr Payne reported that a fourth trustee had joined the charity board and a new charity bank account had been opened for the Hub building project. A just giving page had been set up to begin fund raising, the Hub working group had met and were exploring additional fund raising and grant applications. The tender for the project would be going out by the end of this month and uploaded to the Governments website.

26/42.2.2 The Clerk explained that she had a current list of thirty six Herald distributors and fourteen additional new volunteers to help with delivery. She had spoken to one of the volunteers who would be happy to bundle the Heralds for the distributors but would like them dropped to somewhere central to be collected. The Church was a central location to be considered. RC felt the village could be divided into zones to assist with a more even delivery of the Heralds by distributors.

ACTION that the Clerk contact the Church to ask if permission could be granted to use their porch as a collection base for Herald distributors.

26/42.2.3 The current PC recommendations for posting notices on telegraph poles in the Parish was approved to be added to the website as a reminder for all residents to adhere to.

ACTION that the Clerk add the current good practice recommendations for posting notices on telegraph poles to the website.

26/42.3 Finance and Advisory Committee

The Clerk explained about the new requirements for the PC to abide by the implementation of Assertion 10. This would require the PC to seek additional technical support and advice.

ACTION that the Clerk would investigate support options from the internal auditor's recommendations.

26/42.4 Planning and Transport Committee

26/42.4.1 Cllr Francis read her report regarding the NP public consultation held on the 9th May *(See Appendix 4).*
A resident publicly thanked SF for all her hard work and effort with the progress of the new Neighbourhood plan to date.

26/42.4.2 LS explained that she had been informed that the new bus stop along Hulham Road and opposite Kings Garden centre was only for people to get to and from the garden centre and therefore a pedestrian access to the bus stop was not required.

26/43 Items for the next Agenda

Internal audit report.
External auditor documentation.
Front meadow volunteers.
Kier works update.

Meeting closed: **9.02pm**

Chairman: Date:

Appendix 1:

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/25 and 31/03/26 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	£83,932.32	£0.00	£83,932.32
Total Receipts	£83,932.32	£0.00	£83,932.32

PAYMENTS	Net	Vat	Gross
Council	£131,419.87	£8,732.15	£140,152.02
Total Payments	£131,419.87	£8,732.15	£140,152.02

Closing Balances at 31/03/26

Ordinary Accounts

Current Account	£76,379.83

Short Term Investment Accounts

Savings Account	£130,996.02
Total	£207,375.85

Signed

Chair

Clerk / Responsible Financial Officer

Appendix 2:

Lympstone Parish Council Annual CIL Report

Reporting April 2025 to March 2026

A	Total CIL income carried over from previous years	123,150.26
B	Total CIL income received	0.00
C	Total CIL spent (expenditure)	45,337.72
D	Total CIL repaid following a repayment notice	0.00
E	**Total CIL retained at year end (A+B-C+D)**	**77,812.54**

CIL Expenditure agreed PC Meeting 11th May 2026 min ref 26/38.2:

Date:	Item/Purpose:	Total:
01/04/25 - 31/03/26	Community Hub Projects:	
	The Hub building project	32,196.09
	Lympstone Flood Resilience Group	979.93
	Herald Printing	8,525
	LPC grants for community groups	1896.21
	Website	145.00
	Public toilets	445.49
	Seat bench	525.00
	Phone box book swap	625.00
	Total CIL spent 2025-26	**45,337.72**

Signed: Position: Parish Clerk

Verified: Position: Parish Council Chairman

Date: 11th May 2026

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

Appendix 3:

Bank Account Reconciled Statement

Current Account

Statement Number	37	Bank Statement No.	37
Statement Opening Balance	£76,379.83	Opening Date	01/04/26
Statement Closing Balance	£20,129.42	Closing Date	30/04/26
True/ Cashbook Closing Balance	£20,129.42		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/04/26	01/04/26 EDDC	East Devon District Council	0.00	30,000.00	106,379.83
01/04/26	1/4/26 BGL921	British Gas 730921 YC	54.90	0.00	106,324.93
01/04/26	1/4/26 BGL922	British Gas Lite 730922 Toilets	23.64	0.00	106,301.29
09/04/26	09/04/26	Herald Advert	0.00	30.00	106,331.29
13/04/26	13/04/26	Herald Advert	0.00	135.00	106,466.29
13/04/26	13/04/26 Transfer		76,000.00	0.00	30,466.29
13/04/26	13/4 LVHCIO (2)	Lympstone Village Hall CIO	17.00	0.00	30,449.29
13/04/26	13/4/24 PVM	PVM Supplies	273.10	0.00	30,176.19
13/04/26	13/4/26 DALC	DALC	727.09	0.00	29,449.10
13/04/26	13/4/26 HMRC	HMRC (VAT)	0.00	1,676.23	31,125.33
13/04/26	13/4/26 LVHCIO	Lympstone Village Hall CIO	25.50	0.00	31,099.83
13/04/26	13/4/26 LVHCIO (1)	Lympstone Village Hall CIO	8.50	0.00	31,091.33
13/04/26	13/4/26 LVHCIO NH	Lympstone Village Hall CIO	84.00	0.00	31,007.33
14/04/26	000007 14/4/26	National Grid	0.00	7.54	31,014.87
15/04/26	15/4/26 Enerveo	Enerveo Limited	3,631.20	0.00	27,383.67
15/04/26	15/4/26	J Tansley	600.00	0.00	26,783.67
16/04/26	16/4/26	Symphony Coatings	43.32	0.00	26,740.35
16/04/26	16/4/26	Herald Advert	0.00	35.00	26,775.35
20/04/26	20/4/26	Bespoke Web Designs	20.00	0.00	26,755.35
20/04/26	20/4/26 ROSPA	ROSPA Playsafety Ltd	157.20	0.00	26,598.15
20/04/26	20/4/26	Herald Advert	0.00	75.00	26,673.15
20/04/26	20/4/26	LFRG	61.35	0.00	26,611.80
21/04/26	21/4/26	Herald Advert	0.00	15.00	26,626.80
21/04/26	21/4/26	Herald Advert	0.00	135.00	26,761.80
27/04/26	27/4/26 Copyrite	Copyrite	782.20	0.00	25,979.60
28/04/26	28/4/26 DCT	Community Council of Devon	2,340.00	0.00	23,639.60

28/04/26	28/4/26	Employment	902.90	0.00	22,736.70
28/04/26	28/4/26	Employment	170.55	0.00	22,566.15
28/04/26	28/4/26	Employment	2,284.85	0.00	20,281.30
30/04/26	30/4/26	British Gas Lite 730923 YC	29.90	0.00	20,251.40
30/04/26	30/4/26 BGL921	British Gas 730921 YC	21.24	0.00	20,230.16
30/04/26	30/4/26 BGL922	British Gas Lite 730922 Toilets	35.24	0.00	20,194.92
30/04/26	30/4/26 LVHCIO	Lympstone Village Hall CIO	8.50	0.00	20,186.42
30/04/26	30/4/26 LVHCIO	Lympstone Village Hall CIO	50.00	0.00	20,136.42
30/04/26	30/4/26 UT	Unity Trust Bank fee	7.00	0.00	20,129.42
Uncleared and unpresented effects					
Total uncleared and unpresented			0.00	0.00	
		Total debits / credits	88359.18	32108.77	

Reconciled by Lucy Tyrrell

Bank Account Reconciled Statement

Savings Account

Statement Number	6	Bank Statement No.	6
Statement Opening Balance	£130,996.02	Opening Date	01/04/26
Statement Closing Balance	£206,996.02	Closing Date	30/04/26
True/ Cashbook Closing Balance	£206,996.02		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
13/04/26	13/04/26 Transfer		0.00	76,000.00	206,996.02
Uncleared and unpresented effects					
Total uncleared and unpresented			0.00	0.00	
		Total debits / credits	0	76000	

Reconciled by Lucy Tyrrell

Financial Statement - Cashbook

Statement of receipts and payments between 01/04/26 and 30/04/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Current Account	£76,379.83

Short Term Investment Accounts

Savings Account	£130,996.02
Total	£207,375.85

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	30,000.00	0.00	30,000.00
15 CIL	0.00	0.00	0.00
20 DCC re Candys Field	0.00	0.00	0.00
25 Herald Adverts	425.00	0.00	425.00
30 Burial Fees	0.00	0.00	0.00
35 Lymp FC	0.00	0.00	0.00
45 Wayleaves	7.54	0.00	7.54
50 Misc	0.00	0.00	0.00
65 External grants	0.00	0.00	0.00
70 YC Rech	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	1,676.23	0.00	1,676.23
110 Interest	0.00	0.00	0.00
Council Total	32,108.77	0.00	32,108.77
Total Receipts	32,108.77	0.00	32,108.77
PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
1000 Employment	3,187.75	0.00	3,187.75
1005 Employment	170.55	0.00	170.55

1015	Village Hall hire	109.50	0.00	109.50
1020	Chairman's Allowance	0.00	0.00	0.00
1025	Subscriptions	636.00	91.09	727.09
1030	Courses, travel etc	0.00	0.00	0.00
1035	Insurance, Audit, Electricity	0.00	0.00	0.00
1040	Misc	91.00	0.00	91.00
1045	Herald Printing	781.00	1.20	782.20
1050	PC Maintenance Contractor	0.00	0.00	0.00
1055	Grass cutting	600.00	0.00	600.00
1060	Other maintenance	3,062.10	612.42	3,674.52
1065	General tree work	0.00	0.00	0.00
1070	Bin emptying	0.00	0.00	0.00
1080	Notice boards - maintenance	0.00	0.00	0.00
1085	Play equipment	131.00	26.20	157.20
1090	Lights in CF	0.00	0.00	0.00
1095	Toilets	283.65	48.33	331.98
1100	Flood equip maintenance	0.00	0.00	0.00
1105	LFRG expenses	61.35	0.00	61.35
1110	Gulliford cemetery	0.00	0.00	0.00
1115	Burial Ground	0.00	0.00	0.00
1120	YC Maintenance	0.00	0.00	0.00
1125	YC Utilities	101.00	5.04	106.04
1130	Website etc	20.00	0.00	20.00
1140	Gully Emptying	0.00	0.00	0.00
1145	Neighbourhood Plan	1,950.00	390.00	2,340.00
1150	Community Hub projects	0.00	0.00	0.00
1155	Hub Building project	0.00	0.00	0.00
1160	DCC / DCF Funding	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		11,184.90	1,174.28	12,359.18
Total Payments		11,184.90	1,174.28	12,359.18

Closing Balances at 30/04/26

Ordinary Accounts

Current Account	£20,129.42

Short Term Investment Accounts

Savings Account	£206,996.02
Total	£227,125.44

Appendix 4:

Notes on Draft Neighbourhood Plan Consultation 9th May 2026

- First of all, I need to thank Cllr Lisa Staddon, Nick Linfoot and Linda Lyon – who were brilliant throughout the day and for everything they have done to help getting the plan to this stage. I could not have done it without you.
- Thank you too to Cllr Keith Hill and Cllr Andy Roberts who came along during the day and helped out.
- I need to give Cllr Jeff Trail a big hug and thanks for his advice and support helping us to get the plan ship shape and professional looking for the consultation. With EDDC Officer, Angela King still being away his help was invaluable. We hope Angela will be back soon as her guidance will be needed for the next steps after final draft.
- A big big thank you too to Cllr Geoff Jung for somehow getting Planning at East Devon to print the maps we needed just in time for the Consultation.
- We had a very busy day with estimated 120+ visiting.
- Addison from DCT did a fantastic job of visiting the Garden Club Plant Sale and Junior Tennis to encourage people to visit us.
- Unfortunately, Ben from DCT was unwell and could not attend today but he will be collating responses from the survey and making the impartial DCT report that will govern our review and any revisions to form final draft.
- People were appreciative that the draft was on lympstone.org and they had the option of replying to the survey on line in addition to the physical hard copy options and Consultation Day.
- Generally, the view that development is coming seems to have been accepted and that a strong updated Neighbourhood Plan is the best chance we have of any influence over it.
- Most of the really negative comments and complaints were really focused on the new Local Plan (sorry East Devon).
- One thing that was highlighted was the blurring of settlement boundaries and Parishes making developments in one parish part of another's allocation by moving the settlement boundary – this was not understood. Something we had to say we had no control over and had big questions for us on things like Cil monies and precept.
- We believe there will be feedback from some who believe the plan is not strong enough in certain areas and we will look carefully at this - governed by the rationale if one person says it then it probably OK, if 50 people say it then it definitely isn't and that section has to be looked at again and revised. This will likely be governed by the DCT report and the trends they identify.
- The consultation closes at the end of May and DCT should have their report ready for us by 5th June. This gives us a week for tweaks which will go out for stage 2 survey asking if community are happy with edit.
- All being well Final draft should be ready to go to EDDC end of June beginning of July latest.
- People generally seemed to appreciate of the work done so far and seemed reassured that their feedback would be looked at carefully. Although a complete rewrite in not possible in our time frame we can and will make reasonable revisions to form a final draft that will form the basis of the second survey.

Cllr Sue Francis