MINUTES OF A LYMPSTONE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY 1ST JUNE 2026.

PRESENT:	
Councillors	D Atkins (DGA), P Carlisle (PRC), S Francis (SF), R Gale-Hasleham (RGH), K Hill (KH), J Payne (JP), A Roberts (AR) and L Staddon (LS) (LPC Chair)
Clerk	Miss L Tyrrell
County Councillors	J Trail (JT)
District Councillors	B Ingham (BI)
Public	3 members

Public session

A resident felt that the resurfacing of Hulham road at the Exe View Road junction was a good job but queried why the resurfacing had gone over a known leaking water main at the top of Exe View Road. JT explained that the new drainage system was due to be implemented and once finished then the resurfacing could be completed. The resurfacing came under a different budget heading to the drainage.

The Chair asked JT if there was any update on a proposed new pedestrian crossing between CTCRM and the Gordon Messagner Centre (GMC) instead of having to use the bridge over the road. JT felt there was a definite need for a new crossing as the bridge was not accessible for all users. He added that DCC Highways felt it was CTCRM's responsibility and vice versa, he believed it was a joint responsibility. JT was meeting with Highways on the 6th June and would raise this query again.

26/44 Apologies

Cllr Coleman, District Cllr Jung and County Cllr Brown due to other commitments.

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

26/45 Minutes

RESOLVED that the minutes of the PC meeting held on the 11th May 2026 be confirmed as a correct record and signed by the Chairman.
DGA proposed. LS seconded. Unan.

26/46 To receive any Declarations of Interest

None.

26/47 Clerk's Report

26/47.1) Annual Audit 2025/26 Internal Auditor's certificate

The Clerk explained that the PC had received the internal auditors report and advice note which stated that LPCs financial management and internal controls were of substantial assurance. The new additional area for digital and data compliance was of reasonable assurance. All members had received a copy of the documents. The Clerk thanked AR for all his ongoing support with the auditing process.

RESOLVED that the internal auditors report, advice note and certificate was agreed by the PC.
LS proposed. SF seconded. Unan.

26/47.2) Annual Audit 2025/26 Governance Statement *(See Appendix 1)*

RESOLVED that the governance statement items 1-8 were satisfactory and was agreed, signed and dated by the Chairman and Clerk/RFO.
KH proposed. LS seconded. Unan.

26/47.3) Annual Audit 2025/26 Accounting statements *(See Appendix 2)*

RESOLVED that the accounting statements was agreed, signed and dated by the Chair and Clerk/RFO.
LS proposed. JP seconded. Unan.

26/47.4) Notice of public rights
The Clerk suggested suitable dates to publicise the Notice of public rights from the 4th June to 15th July 2026.

RESOLVED that the Clerk publish the Notice of public rights and add to the website from 2nd June 2025.
LS proposed. DGA seconded. Unan.

26/47.5) Gulliford Joint Committee Terms of Reference and Financial Regulations

RESOLVED that the Gulliford Joint Committee terms of reference and financial regulations were approved by the PC.
LS proposed. SF seconded. Unan.

26/47.6) Internal Auditor Report
The Clerk explained that she would be discussing the area of digital and data compliance with the internal audit in June.

26/47.7) Casual Vacancy and Co-option of Parish Councillors
The Clerk explained that there were two 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 would be advertised in the usual way. A member of the public present expressed an interest in joining the PC. The Clerk asked him to email her for more details.

26/47.8) Finance
May 2026 Payments / Financial summary / Budget report postponed to July's agenda due to time constraints.

26/47.9) Clerk and LPC's Action List including master correspondence list**.**

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

ACTION that the Clerk write to EDDC planning and legal team regarding a footpath along Nutwell Road and 20mph scheme in the Parish when negotiating benefits to the Parish of Lympstone with housing developers.

26/48 Reports from the Chairman, East Devon District Councillors and Devon County Councillors

AR asked BI about the public feeling of pessimism regarding the new Local Plan. The public consensus was that EDDC was pushing for too many houses due to using incorrect data. BI believed that EDDC's strategy was to have higher housing numbers to meet targets, he felt this was a disservice to East Devon due to mistakes made in other areas of the county.

JT welcomed PRC to the PC. JT congratulated SF on the new draft NP written, he had read it and fed back his suggestions. He encouraged all present to read and respond to the draft documents. He was pleased to announce that from the County Cllrs locality grant fund, he had awarded £1560 for the deep clean and re-lettering of the war memorial and £2,000 towards protecting flooding hot spots in the Parish. He added that the Community Hub would also be applying to the fund to support the community meals provided in the Parish. JT reported that he was awaiting plans from 3West for the land opposite Nutwell estate to comment on a new pavement and the trees along the boundary of the land. On the 11th June he and County Cllr Brown would be meeting with the head of Highways to discuss the amount of planning applications for developments in the immediate area and the impact on Highways. He had great concerns about the lack of infrastructure. He would be speaking on Exmouth Town, Woodbury Parish and Lympstone Parish Council's behalf about a highway strategy and report back. He explained that the A376 was open and in September a road closure was due with a diversion route in place for traffic travelling in and out of Exmouth. He highlighted the fact that the Dinan Way Extension delays were the fault of the contractor and not DCC. BI asked if DCC would be issuing penalties on the contractor to which JT explained that DCC would be investigating. He added that any penalty money received would unfortunately go back to central government and not to DCC. There was a diversion route in place in Woodbury from today for water works, this would be completed in three phases, so he asked all to be patient whilst this necessary work was completed.

AR queried about the proposed housing development at the top of Hulham Road and why Highways had not commented or raised any issues with the proposed changes. JT explained that he would be meeting with Highways on the 3rd June and ensure that Highways did not allow any changes. He felt Hulham Road was a main artery into Exmouth and should not be touched. He pointed out that it was up to EDDC planning officers to make the final decision.

BI raised the point that EDDC looked at Highways comments for informed specialist advice when deciding. JT felt the planning officers were the professionals and should use their judgment regardless. BI felt this was an

area of communication between EDDC and DCC departments to investigate further. SF asked BI to take this concern back to EDDC to which he agreed. The Chair read her report *(See Appendix 3).*

26/49 Planning applications

26/49.1

26/0619/OUT - Outline application for residential development (up to 8 dwellings) with associated roads and landscaping. All matters reserved with the exception of the proposed vehicular access point onto Hulham Road at Land West Of Hulham Road Exmouth.

JT raised safety concerns of two entrances to and from the highway. AR felt this would impact A La Ronde and Point In View Chapel. SF acknowledged it was a selected site but objected due to site access safety concerns, noise and visual pollution impact on Point In View Chapel, development on prime agricultural land, not the type of houses required for the area and the site did not link to any connecting footways.

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

26/49.2

26/0967/PDQ - Prior approval (class Q) for change of use from a building that is part of an established agricultural unit to 1no. dwelling house with addition of single storey extension (use class C at Barn at Coniger Cross, Tedstone Lane, Woodbury.

SF highlighted that this building was isolated with no link to any public transport.

RESOLVED that the Clerk send the recommendation of object from LPC to EDDC.
RGH proposed. PRC seconded. Unan.

26/49.3

26/0888/VAR - Variation of condition numbers 2 (approved plans) and 3 (surface water drainage) of planning permission 26/0097/FUL (Removal of existing extension and conservatory and the construction of new single storey extension on rear on the same footprint/ foundation). Proposal for revised drainage strategy at 3 Bakers Cottages.

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

26/50 Planning decisions

RESOLVED that the EDDC decisions were noted.

26/51 Reports of Committees

26/51.1 Community Committee

JP reported that both she and the Clerk were working on adding a tender document for the new hub building to the Government website. AR explained that both himself and the Clerk would be attending a DALC webinar on procurement on the 2nd June and would report back.

26/51.2 Environment Committee

RGH reported that Wild About Lympstone (WAL) group were interested in maintaining and upkeeping the area of Front Meadow. He and the Chair had discussed organising an initial event with all interested parties to maintain the area this year and next year work could begin creating pockets of wildflowers. He was in discussions with the previous owner of the land to identify old maps with the drainage for the car park and would report back any findings. LS explained that WAL had asked if they could erect a bug hotel in the far bottom corner of Front Meadow. They would be working with the local school children on the design and implementation.

RESOLVED that a bug hotel could be erected in the far bottom corner of Front Meadow.
KH proposed. PRC seconded. Unan.

26/51.3 Finance and Advisory Committee

AR referred to his recirculated and updated analysis of PC reserves. SF would find out from EDDC if CIL money could be used towards the new Neighbourhood Plan.

RESOLVED that the updated list of reserves was approved by the PC.
JP proposed. SF seconded. Unan.

AR read his report regarding the PC finances *(See Appendix 4).*
He added that both himself and the Clerk would be attending the Edge It purchase order and sales invoices webinar on 4th June.

26/51.4 Planning and Transport Committee

PRC reported that Kier had finished the work on the flood defence wall at Underhill car park. They were now in the process of reinstating neighbouring gardens and would be removing the temporary bridge. Kier should be cleared up and off site by 26th June. There was an enormous pile of woodchip freely available to residents from Kier. SF enquired if some of the woodchip could be used for the vehicular entrance at Avenue field. DGA felt that up to five tonnes of woodchip would be enough.

ACTION that PRC would ask Kier if they could deliver woodchip to the entrance of Avenue Field for the PC.

PCR also reported that Kier would be happy to help improve the water run-off from Underhill whilst they were there. The EA had not been helpful in allowing Kier to do this work and asked if the PC could write to the EA to get this done.

The Clerk advised that it was important to know why the EA were reluctant to help in the first instance and ask LFRG for their advice with this matter.

ACTION that PRC would speak to LFRG regarding water run-off from Underhill.

26/51.5) Assets and Amenities committee

DGA was pleased to report that new signage had been made for Cliff field, Front Meadow car park and the PC contractor. The new signs had been given to the PC contractor to erect. The ownership of the hedge in Cliff field between the field and adjoining neighbour was still being investigated. The Clerk advised the PC that the agreement between the PC and the National Trust may have to be reviewed. DGA explained that the bollard in Front Meadow was scheduled to be removed or knocked down into the ground. KH reported that he had rang the PCs solicitor to chase up Front Meadow ownership with the land registry but still had not had a reply. He added that the PC had the signed transfer of land document, so it was legally in the PCs ownership.

26/52 Items for the next Agenda

Luminous orange plastic fencing erected on the Station platform.
Speeding cyclists on Station Hill.

Meeting closed: **9.03pm**

Chairman: Date:

Appendix 1:

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Lympstone Parish Council

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A — *has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*
			✓
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		*has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.*

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

01/06/2026

ENTER DATE

and recorded as minute reference:

26/47.2

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

https://www.lympstone.org/

ENTER PUBLICLY AVAILABLE WEBSITE WEB PAGE ADDRESS

Appendix 2:

Section 2 – Accounting Statements 2025/26 for

Lympstone Parish Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.*
1. Balances brought forward	224,051	261,019	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	52,138	56,000	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	112,761	20,201	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	48,412	40,104	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	79,519	88,706	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	261,019	208,410	*Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).*

8. Total value of cash and short term investments	263,596	207,376	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	236,467	236,467	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Date 22/05/2026

I confirm that these Accounting Statements were approved by this authority on this date:

01/06/2026

as recorded in minute reference:

26/47.3 MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Appendix 3:

1st June 2026 Chairs report

It has been a busy time since our last meeting. I would like to thank County Cllr Trail for his locality grants awarded to refurbish our war memorial and protecting villagers against flooding.

I attended the film at the Church on Climate Emergency. I was there representing both LPC and as a member of the public - I chose to also take my eleven-year-old daughter – the future generation who has a strong passion for nature and the environment. I will say at this point, it was a bit alarming for her to hear the Parish Council being 'called out', it was probably unnecessary on the evening.

The film was not news to me, and I don't mean in a conceited way, but more so that many actions/climate awareness groups/people are already aware of matters covered by the film. Maybe some of the public may have been shocked – I really hope they didn't go away feeling helpless, which I think it could have left one thinking. It would have been nice to end the film with a; how can we all help? A community approach – all of us doing something maybe a little more than usual, but it didn't get that message across.

What matters now is how we move forward. From an eleven-year-old eyes who asks, 'but I thought we did do things to help stop it?' and in response 'Yes we do, you are doing things everyday to help'. A kinder, more positive outlook without scaremongering an already mentally drained next generation.

I have briefed the Council and Neighbourhood Plan (NP) working group regarding the film and thus parts of he NP have been revised to not only reflect climate change but also to remind our community what they can do, or already maybe doing to help be a proactive community against climate change.

Moving forward, let's work with kindness, small steps, support ad learning to achieve. This is not about blame. It is about co-operation, practical action and protecting the future we share.

Many thanks to all our parish groups for helping keep this wonderful space we share so special.

Cllr Lisa Staddon
Chair to Lympstone Parish Council

Appendix 4:

Finance Report – For LPC meeting 1/6/26

1. Reserves Schedule – Discuss/Agree subject to NP costs being covered by CIL monies

2. Completed since 31/3/26

- Year End Accounts
- Internal Audit
- Annual Governance and Accountability Returns
- CIL Schedule for EDDC completed (but not submitted)
- EDDC have advised that total CIL monies due to EDDC on Strawberry Hill/Meeting Lane development (25/1070) is £936,642 of which 25% (£233k) will be due to LPC over development period.

3. Future work

- Complete all financial submissions and load onto website
- Resolve issues with EdF on Candys Field unmetered supply for lights
- Complete Data Protection (DP) Policy along with IT Policy (to incorporate current email policy) – by end of September
- Look at using Procurement module (PO's) in EdgeIT accounting system to better control project costs.

Cllr Andy Roberts

1/6/26