

***LYNTON AND LYNMOUTH  
TOWN COUNCIL***



**Q**  
QUALITY TOWN COUNCIL

***COUNCIL MEETING***

***THURSDAY  
28th February 2008***

***Town Hall  
Lee Road  
Lynton  
North Devon EX35 6HT***

***Tel : 01598 752384***

# LYNTON AND LYNMOUTH TOWN COUNCIL

## MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD AT THE TOWN HALL, LYNTON ON THURSDAY 31ST JANUARY 2008 at 2.30pm

**PRESENT:**

**Councillors:**  
J Travis (Mayor)  
Mrs S Hibbert (Deputy Mayor)  
D Bishop  
Mrs C Bowden  
D George  
J Gurney  
B J Howells  
Mrs J Mills  
K Troup

**Officers:** Town Clerk and Town Council Secretary

**Apologies:** Apologies were received from Councillors Dr J Frankish, B J Peacock, Mrs E Rodway and County Councillor Mrs A Davis

The meeting opened with Prayers led by Councillor D George

### **PUBLIC QUESTION TIME**

Prior to the commencement of the formal Council Meeting, the Mayor adjourned the meeting to enable to general public to ask questions of the Council. There were 6 members of the public present.

Mr A Allen enquired who was responsible for North Walk as it needed attention, the Town Clerk informed him that this was Devon County Council, Environment Department and he would request them to attend to the work.

The Mayor then reconvened the meeting.

### **226/07 MINUTES**

#### **RESOLVED**

The Minutes of the Council Meeting held on the 13th December 2007, copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

### **227/07 MATTERS ARISING FROM COUNCIL MINUTES**

1. It was noted that although the JCG minutes were available and tabled, there was no action sheet attached. It was

#### **RESOLVED**

The Town Clerk obtain the action sheet relating to the JCG minutes and bring it to the next meeting of Policy & Finance Committee.

2. Minute 206/07 Report and Questions to the Devon County Councillor, Questions to the County Councillor, members enquired if there was any further news regarding

the reason why the Exeter to Barnstaple train was so dirty and poorly heated, and why the toilet block at Barnstaple railway station had been locked. However, due to County Councillor Davis' absence this item was deferred until further in the meeting under Questions to the Devon County Councillor.

**RESOLVED**

This item to be discussed under Questions to the Devon County Councillor.

3. Minute 207/07 The scoping day was discussed and although it was a very good day, it was felt that as Councillors had not been invited to attend as Councillors, a further presentation be made to the Town Council. The Town Clerk informed members that he was still awaiting an answer and it was

**RESOLVED**

The Town Clerk to ascertain the present position with regard to a further full presentation with all Councillors invited to attend.

*With members permission the Mayor moved agenda item 10 Police Report to this point in the meeting.*

**228/07 POLICE REPORT**

PC Bourne thanked members for inviting them to attend the meeting and for their co-operation during 2007 and reported that crime figures were on a par for the previous year. A meeting had been held with the Architectural Liaison Officer when the possibility of a Youth Shelter outside the Town Hall had been discussed together with the effectiveness of the CCTV monitoring the outside of the Town Hall. PC Bourne tabled a report which had been prepared following this meeting with comments and recommendations. Members were saddened at the effect the graffiti was having on the outside of the Town Hall and another broken window had been reported. PC Bourne informed members that PC Beck was still on sick leave and that an officer from Ilfracombe had been requested to look at the possibility of coming to Lynton & Lynmouth. The Mayor thanked PC Bourne for his report and it was

**RESOLVED**

1. A copy of the report from the Architectural Liaison Officer be circulated to members and the matter discussed at the next meeting of the Estates & Amenities Committee.
2. A list of names on the Ilfracombe & District Crime Prevention Panel be circulated to members.

**229/07 COMMUNICATIONS**

Three communications had been received for members attention:

1. A letter had been received from Mrs Gemma Bowen regarding play facilities

**RESOLVED**

This letter be placed on the agenda for Estates & Amenities Committee.

2. A letter had been received from the North Devon Hospice thanking members for their donations at the Civic Service which had amounted to £299.80
3. A letter had been received from Mr John Sunderland thanking members for their gift to him and the flowers for his wife.

**230/07 OUTSTANDING BUSINESS**

There was no outstanding business

## **231/07 COMMITTEE REPORTS**

### **RESOLVED:**

That the open reports of the following committees, having being circulated, be received and noted and the recommendations contained therein adopted, subject to any matters annotated.

### **Special Council**

**7th January 2008**

#### **Minute 212/07**

**Minute 212/07 Town Hall Refurbishment**, this minute to be amended to read '*It was noted that the current fund raising activities of the Lyn Valley Society had been specifically directed towards the restoration of the Town Hall*' In response to a query the Town Clerk informed members that VAT was levied on work within the Town Hall, and although some work may be exempt it was prudent to assume that all work would incur the full rate of VAT

#### **RESOLVED**

Minute 212/07 be amended to read '*It was noted that the current fund raising activities of the Lyn Valley Society had been specifically directed towards the restoration of the Town Hall*'.

**Minute 212/07 Town Hall Refurbishment, Resolution 7** It was requested that this resolution should be prioritised and the Town Clerk informed members that resolution 6 covered this point and that in fact all the resolutions had been read at the time of the meeting.

### **Estates & Amenities Committee**

**9th January 2008**

#### **Minutes 213/07 – 217/07**

In the absence of the Chairman of Estate & Amenities, the Mayor as Deputy Chairman called the Minutes.

**Minute 215/07 Matters for Recommendation (a) Town Hall Position Statement** Councillors requested that the meeting be arranged with the Leader of Devon County Council and other possible funding agencies as soon as possible.

**Minute 215/07 Matters for Recommendation (b) Lyn & Exmoor Vision/Culture Sport and Leisure Project Group –Playground facilities.** Members requested that reference to Holman Park be removed from this minute.

#### **RESOLVED**

Minute 215/07 Matter for Recommendation (b) Lyn & Exmoor Vision/Culture Sport and Leisure Project Group – Playground facilities be amended to read '*The Town Clerk had been contacted by the Group who were looking at the provision of play ground facilities for the children of community and would like to work with the Town Council on the construction of playground facilities in the vicinity of the Bowling Green.*'

**Minute 215/07 Matters for Recommendation (c) Dog Fouling** The Town Clerk informed members that the matter of suitable receptacles for dog litter was to be placed on the agenda for the next meeting of Estates & Amenities Committee.

**Minute 215/07 Matters for Recommendation (d) Traffic Management and Parking Suggestions, recommendation 1** The Town Clerk informed members that he had been contacted by a member of the public who was starting a taxi service requesting the spaces remain. It was

#### **RESOLVED**

Taxi spaces to remain in situ, the matter to be placed on the decision register and reviewed in October

**Minute 215/07 Matters for Recommendation (g) Decision Register** Lynbridge Car Park, the Town Clerk confirmed that North Devon District Council had confirmed their ownership of this car park.

**Minute 215/07 Matters for Recommendation (h) Town Clerks Report** The Town Clerk confirmed that he had received a letter confirming that the Lyndown Tip Facility would not be closing.

**RESOLVED**

A letter of thanks be sent.

**Minute 215/07 Matters for Recommendation (h) Questions of the Town Clerk (1) Fly Tipping** Councillor Hibbert informed the meeting she had contacted the necessary department who were sending a warden to look at the site.

**Minute 215/07 Matters for Recommendation (h) Questions of the Town Clerk (2) Lee Bay Footpath** Councillor Hibbert looking into this matter.

**Minute 215/07 Matters for Recommendation (h) Questions of the Town Clerk (4) Christmas Lights** Councillor Bowden asked to be informed if any lights had not been taken down

**Minute 215/07 Matters for Recommendation (h) Questions of the Town Clerk (8) Lynmouth to Barbrook A39 (Watersmeet)** although the leaves had been cleaned away by the Highways and a good job had been done, the Town Clerk was requested to ask Highways Department to clean the gulleys on a regular basis.

**Policy & Finance Committee**

**16th January 2008**

**Minutes 218/07 – 223/07**

**Minute 220/07 Matters for Recommendation (b) Audit Return Year ended 31st March 2007** The annual review of Standing Orders and Financial Regulations be placed on the decision register and reviewed prior to the inspection by the External Auditor.

**Minute 220/07 Matters for Recommendation (c) Exmoor Association of Parish Council Annual Subscription.** Councillor Hibbert thanked members for their support in recommending the subscription be renewed.

**Minute 220/07 Matters for Recommendation (d) Decision Register, Swings, Manor Grounds** The Town Clerk had hoped to have figures available for members at this meeting but as these were still not available the item to be placed on the agenda for next meeting of Policy & Finance to consider.

**Minute 220/07 Matters for Recommendation (e) Town Clerks Report (1) the Pavilion** *Councillor Mrs Hibbert declared a prejudicial interest in the Pavilion as she is a property owner in Lynmouth. She left the room and did not take any part in the debate or vote thereon.* The present position was briefly outlined and members expressed their frustration at the lack of significant progress.

**Personnel Committee**

**16th January 2008**

**Minute 224/07**

**Special Council**

**24th January 2008**

**Minute 225/07**

**232/07        REPORTS FROM OTHER COUNCIL COMMITTEES**

There were none

## **233/07      MOTIONS**

There were none

## **234/07      QUESTIONS**

There were no questions pursuant to Standing Order No. 24

## **235/07      REPORT AND QUESTIONS OF NORTH DEVON COUNCILLOR AND EXMOOR NATIONAL PARK MEMBER**

### **Report of the District Councillor**

- Councillor Mrs Hibbert opened her report by remarking that the last full council meeting on 13th December 2007 seemed an age away but was followed by a very successful Christmas Party and she thanked Councillor Mrs Bowden and all the helpers as well as congratulating our Mayor on another entertaining speech and the very well received presentation to John Sunderland. She reported that John Sunderland is staying with us until the decision is made about Unitary representation and she confirmed that she had told him, he will only get 'a hug and a kiss' when he actually goes. On a serious note whenever he goes he will be much missed by both our Town Council and NDDC.
- This month had been extremely difficult as a District Councillor. It is most unusual for a decision by the Executive to be questioned by Overview and Scrutiny. Recently South Molton Recycle have terminated their contract with NDDC and our Portfolio Holder for Waste Management recommended it should be handled as an in house operation. Some NDDC members felt this did not add up financially and others felt negotiations were not handled very well. A meeting was held and a proposal was taken back to the Executive that they look at both the figures and the risk assessments once more. Executive decided to go ahead with the plans to handle the operations in house at the new depot!  
Councillor Hibbert was unsure what the District Council were doing with the new waste depot but it looked as though all the available money will be targeted there and other projects will go by the board. She assured members she would keep lobbying for all we want here.
- One of the things closest to her heart is the possibility of hydroelectric power on the East and West Lyn. She has lobbied members of the executive this week in the hope some funds will be available. The Consultants reports are very encouraging and Councillor Hibbert believe it could be a feather in our cap if we can facilitate this renewable energy project.
- As the member for ENP she attended a site meeting at Blackpits on Friday 18th January in very rough weather. When walking the land on the grounds around the bungalow she fell over twice and ended up with two muddy brown and soggy knees with the member services officer wondering how much of a liability she was going to be over the next three years!
- Wearing 'two hats' she had met Colin Savage (ENPA Housing Enabler) with Councillor Mrs Bowden and community members earlier this month to look at sites for affordable housing. Yesterday at a meeting of all interested parties he said how helpful the exercise had been.

### **Questions of the District Councillor**

- The District Councillor was asked when South Molton Recycle was likely to finish and the new regime start and also if the fact that the recycle vans drove around with their doors open had been mentioned. The District Councillor confirmed that the new regime was to start in May and the question of doors being left open had been mentioned at numerous meetings.
- A letter had been sent by a Councillor to the Charity Commission reference the Flood Fund but the District Councillor confirmed nothing further could be done.

The Mayor thanked the District Councillor for her report.

### **236/07 REPORT AND QUESTIONS TO THE DEVON COUNTY COUNCILLOR**

#### **Report of Devon County Councillor:**

In the absence of the County Councillor no report was submitted.

#### **Questions of the County Councillor**

Councillor George reported that he had been in contact with County Councillor Davis regarding bus concessions for pensioners and tabled a copy of his correspondence. Councillors were very concerned and after much discussion it was

#### **RESOLVED**

1. The Town Clerk to contact Nick Harvey MP requesting help
2. Various organisations including the Hospice, Age Concern, Devon and Exmoor Association of Parish Councils etc., be enlisted for their support

Members queried whether there was any further information on the reason for the dirty and cold trains on the Exeter to Barnstaple service and why the toilets at Barnstaple railway Station were locked. (deferred from 'Matters arising from Council Minutes')

#### **RESOLVED**

Cllr Davis to be asked to progress this issue

### **237/07 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE**

Councillor Gurney reported on behalf of the Community Development Trust:

- Jan Kennedy, the officer appointed by NDDC to facilitate projects for both the LCDT and LEV made a presentation during which she outlined the situation for each of the projects following the Scoping Day which was held in the Town Hall on the 30 November.
- A presentation had been made by Roland Gold on the Quirk Review of Community Management and Ownership Assets.
- Ian Rigby reported that the Trust had been unsuccessful in its funding bid to purchase County Gate building for the Trust but he was looking into other possible funding.
- The date of the next meeting was Monday 25th February 2008.

A copy of the Chairman's report is as follows:

- **Market Hall** As always, two steps forward and three back. The latest idea is that the Trust should receive a total of £3,400 for the last two years rent, the new lease starts from February 2008. We have been asked to accept the guidelines as received and have requested James Tucker look at these and flag up any concerns. We must also consider whether Pathfinder Trust should continue to use the space we have granted to them for the last seven years.

- **Pavilion** At the request of two members of the public, English Heritage are considering listing this building.
- **Middleham Gardens** To raise funds for maintenance and upkeep of these gardens and manage the surrounding woodland is always a problem. We approached the Environment Agency about the riverbank and they granted us two days work to coppice the area and tidy up generally. We have no idea what this cost but we know we couldn't afford to pay for it and we are most grateful to Jeremy Boyd who came on site to look at the problem and to Steve Douglas who agreed to help and organise the workforce. The LCDDT is also grateful for some Christmas Present from those who know how difficult it is to keep gardens in good order and how much it costs. The Exmoor Trust have granted us £400 which will help us cope with the summer work and we are extremely grateful to them. As Chairman of the Trust I was absolutely delighted to open an envelope amongst my Christmas cards and find a cheque for £100 made payable to LCDDT. The card enclosed announced the money was for Middleham Gardens and was raised by the sale of plants in Lynton by Mary Gallacher, Viola Davis and Cora Mirrow.

### **238/07 TOWN CLERK**

Report of the Town Clerk

1. Community in Action would be holding an open day in Barnstaple Library on the 20 February.
2. SW Lifelong Learning network – the results of a survey carried out by them had been received and it was

#### **RESOLVED**

That the Town Clerk would send abstracts of this report to Councillors to be followed by a separate meeting.

3. A letter had been received from Rope Works agreeing to terminate their rhododendron work contract within the Valley of Rocks.
4. The white road signs outside the Town Hall had been painted.
5. The Memorial Book was available for members to see and comment on.

#### **Questions to the Town Clerk**

1. It was noted that the car parks signs outside the Town Hall and also on the sign posts were faded and the Town Clerk informed members that although these signs had been ordered, the wrong ones had been sent twice. He was however, chasing the matter.
2. Members queried why works listed in Lynmouth for 6 weeks only took 2.
3. It was reported that the spring on the Kissing Gate on Hollerday Hill was very weak.
4. A note of thanks to Phil Holsgrove was made for his work over the previous weekend in helping to rescue a sunken boat from the harbour.

### **239/07 REPORTS OF ANY OTHER COUNCILLORS**

There were none

### **240/07 EXMOOR NATIONAL PARK PLANNING RECOMMENDATIONS**

There were none that had not been reported to committee

**241/07** ANY OTHER URGENT BUSINESS of which prior notice has been given and which the Chairman considers to be urgent.  
There were none

The meeting closed at 4.09 pm

Chairman

## LYNTON AND LYNMOUTH TOWN COUNCIL

### MINUTES OF THE MEETING OF THE ESTATES AND AMENITIES COMMITTEE HELD IN THE COUNCIL CHAMBER AT THE TOWN HALL LYNTON ON WEDNESDAY THE 13TH FEBRUARY 2008 AT 6.30pm

**Present:**                   **Councillors**  
B J Peacock                   Chairman  
J F Travis                   Vice Chairman  
D Bishop  
Mrs C G Bowden  
D George  
J Gurney  
Mrs S Hibbert  
B J Howells  
Mrs J Mills  
Mrs E Rodway  
K Troup

**Officers:**                   Town Clerk and Town Council Secretary

**Apologies:**               Apologies were received from Councillor J Frankish

#### **242/07           MINUTES**

Resolved that the minutes of the Estates and Amenities Committee held on the 9th February 2008, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

#### **243/07           MATTERS FOR INFORMATION**

*The following items of correspondence and/or reports were noted by committee*

**a.   Devon Communities in Action –Workshops**

The Town Clerk was still waiting for further information and it was

**RECOMMENDED**

This item be placed on the agenda for Policy & Finance Committee.

**b.   Street Collection Permits:**

i.   Royal Air Forces Association – Lynton Saturday 13th September 2008;  
Lynmouth Thursday 18th September 2008.

ii.   Royal British Legion Poppy Appeal – 7th and 8th November 2008.

**RECOMMENDED**

These dates be noted

**c.   The Playing Field – Devon Playing fields Association Newsletter.**

Available for members

d. **Consultation on Orders and Regulations Relating to the conduct of Local Authority Members in England.**

The Town Clerk informed members that this document dealt with the way the Standards Committee within the North Devon District Council, dealt with complaints and was available for members in the general office.

e. **Grazing Animals Project – Newsletter Winter 2007/08**

Available for members in the general office.

f. **Planning Decisions**

None

**244/07 MATTERS FOR RECOMMENDATION**

a. **Town Hall:**

i. **Position Statement reference Refurbishment etc. (referred from Special Council 7th January 2008)**

The Town Clerk informed the meeting that he had met with the architect to revisit all the decisions already taken pertaining to disabled access to the Town hall, the discussions critically examined the type of access recommended, the positioning of the access and the implications of not proceeding with the scheme. It was decided that (1) a lift was the most cost effective form of access (2) the position and type was correct (3) if the lift or any other form of access was not created, the implications of being challenged by DRAS could not be assessed, as there were no precedents yet. The Town Clerk also outlined to Councillors the implication of undertaking this work on the future programmes for the Town council in the Town hall and other works elsewhere. It was noted that the financial position of the Town Council had only been achieved by the sale of assets and that installation of a lift and associated works would mean that other essential work within the Town Hall and priority projects elsewhere in Lynton and Lynmouth could not be undertaken. Members discussed the various options and implications and ways of sources funding. It was

**RECOMMENDED**

- a. No final decision should be made until all the costings are known.
- b. Councillor Rodway to contact a Valuer to value the paintings within the Town Hall.

ii. **Sound Equipment**

Lyn Lions had offered to donate some sound equipment for the Town Hall which was badly needed. Members thought this a wonderful offer and it was

**RESOLVED**

- a. The Town Clerk write to the Lyn Lions thanking them for their very generous offer and accepting same.
- b. The Line Dancers and Pantomime Committee be contacted to ascertain their requirements and a working party formed to liaise with the Lions.

iii. **Local Youths – report and recommendations from Devon & Cornwall Constabulary reference anti social behaviour (referred from Full Council 31st January 2008)**

*Councillor Mrs C Bowden declared a personal interest in this matter as her son is Chairman of the Lyn Youth Group.*

A copy of the report had been circulated to members prior to the meeting. At a meeting of the youth group the question of a Youth Shelter had been discussed but the young people of the area did not want this as they felt it would be like a bus shelter, instead they asked that if money was to be spent, could more use be made of Holman Park. They had paid for an area to be tarmaced at Holman Park but this was now used by parked cars and they requested that they have the use of this back and perhaps basket ball nets or similar be installed. It was **RECOMMENDED**

A meeting be held with members of the youth group and Councillors D George and K Troup asked to be invited to attend this meeting along with the Town Clerk.

**b. Christmas Lights (referred from Estates & Amenities 9th January 2008)**

*Councillor Mrs C Bowden declared a prejudicial interest in this matter as she is a member of the Light up Lynton Committee. She left the room and did not take any part in the debate or vote thereon*

A request had been received for the Town Council outside labour force to help put up and take down the Christmas Lights. The Town Clerk had discussed this with the works foreman and it was

**RECOMMENDED**

The Town Council's outside workforce help with the putting up and taking down of the Christmas Lights.

**c. Pavilion, Lynmouth – Temporary refurbishment pending development scheme.**

The Town Clerk informed members that North Devon District Council would be making the Pavilion 'look good' for the summer months

**d. Frying Pan Allotment – implications of fencing site**

The Town Clerk informed members that he has received a request to fence off Frying Pan Allotments against the goats. It was

**RECOMMENDED**

As a costly precedent would be set, no fencing to take place

**e. Request from North Devon Sports & Classic Car Club for use of Manor Ground Sunday July 13th 2008.**

**RECOMMENDED**

Permission be granted

**f. Introduction of Solar Lights for harbour (referred from Special Council 24th January 2008)**

The Town Clerk had looked up prices for solar lights some time ago and it would cost approximately £1800 per light.

**RECOMMENDED**

When the lights needed renewing on the Rhenish Town, this matter be revisited.

**g. Longmead Cemetery – Environmental Scheme (referred from Special Council 24th January 2008)**

The possibility of entering Longmead Cemetery into an Environmental Scheme or making it into a memorial garden etc., was discussed at length. It was

## **RECOMMENDED**

The Town Clerk to find out the implications of such schemes and a sub-committee then be formed to take these implications into consideration.

### **h. Trees located in car parks and other locations (referred from Special Council 24th January 2008)**

It was reported that the trees in Bottom Meadow that had been cut down, had been replaced. The Sycamore Trees in the Valley of Rocks were discussed along with trees on Hollerday Hill where members enquired who decided which trees should be felled and which should stay.

#### **RECOMMENDED**

- Councillor Gurney to be informed what species have been replanted.
- The gift of camellias to be accepted and Councillor Hibbert to liaise with Councillor Peacock.
- Sycamore Trees in the Valley of Rocks be placed on the agenda for the next meeting of the Valley of Rocks management Committee to discuss.

### **i. Children's Play Area – letter from Mrs Gemma Bowen (referred from Full Council 31st January 2008)**

*Councillor J Travis declared a personal interest in this matter as he is a member of the Lynton & Lynmouth Bowling Club.*

A letter had been circulated to members from Mrs Bowen requesting that a suitable play area be made available to children in Lynton. Members discussed the possibilities of the area around the Bowling Green and were informed that LynX were also looking into providing play equipment for this area. A query was raised with regard to the Aerial Runway in Lynmouth but the Town Clerk informed members that this was in working order. It was

#### **RECOMMENDED**

The Town Clerk acknowledge the letter from Mrs Bowen and invite her to join the Holman Park Working Party.

### **j. North Devon Road Runners – Doone Run 21st September 2008. Request for use of Manor Grounds**

#### **RECOMMENDED**

Permission be granted.

### **k. Decision Register**

As previously circulated:

- Holman Park – awaiting meeting
  - Breakwaters – waiting for NDDC to come back
  - Lynbridge Car Park – ownership now established as being NDDC, this item to be taken off the register.
  - Replacement Trees – as previously discussed
- The Vice Chairman temporarily left the room*
- Rhododendron Work – Town Clerk agreed with English Nature that we may appoint contractor of our choice to complete the work.
  - Holman Park/LLAMA festival – Town Clerk to talk to organisers nearer the time of the festival.

*The Vice Chairman rejoined the meeting and announced the safe arrival of his first grandson. He now had one grandson and five granddaughters. Members asked for their congratulations to the Mayor and consort to be recorded and their good wishes conveyed to his daughter and son -in- law.*

## **I. Town Clerks Report and questions to the Town Clerk.**

### **Town Clerks Report**

The Town Clerk informed the meeting that he had attended that day, a meeting with prospective consultant, appointed to review the agency.

### **Questions of the Town Clerk**

1. It was noted that the spring on the Hollerday Hill Kissing Gate had not been mended.
2. The condition of the railings outside the Town Hall were reported as being very poor with paint peeling, the Town Clerk was instructed to by contact the supplier.
3. It was pointed out that some of the pictures in the Town Hall do not have glass. The Town Clerk to talk to an expert with regard to a valuation and also obtain the costings for non reflective glass on paintings not glazed especially the one of Sir George Newnes.
4. Councillors enquired why the fence was still up around the play area on the Manor and the Town Clerk informed them that the grass was not fit to play on and would not be opened until after Easter which was earlier this year. Councillors requested that this decision be reviewed according to the weather. It was noted that the National Trust would not be opening Watersmeet for Easter.
5. Lower Lyndale Car Park, Councillors enquired why the stone walls did not have timber tops as previously discussed, the Town Clerk informed the meeting that the wrong timber had been ordered but the correct materials had now arrived and the work was scheduled to be done imminently.
6. It was reported that the life ring on the pier had no cover and had been thrown in the harbour several times. Town Clerk to obtain a new cover.
7. The town Clerk was asked if he had contacted the contractors doing the tree work on Lynmouth Hill.
8. Councillors were informed that a TV crew would be making a film about the child that fell into the River Lyn earlier in the year.
9. Moss growing on pavements and the footpath to Lydiate Lane was reported to the Town Clerk and he was asked to look into this matter.
10. The Marine Current Turbine display to be relocated in the shelter on manor grounds.
11. Answering a question on the progress of the railings outside Castle Heights, the Town Clerk informed members that this work would be done as a County Councillors Scheme and it was hoped to be done during this financial year.
12. Town Hall Toilets, the Town Clerk to chase for this work to be done in time for the season.

*Councillor Mrs Mills left the meeting*

## **245/07 MATTERS UNDER DELEGATED POWERS**

Councillor Mrs S Hibbert reminded members that in all planning matters should she obtain additional information on applications when attending Exmoor National Park Planning Committee this may necessitate her changing her views.

**a. Planning**

1. **Ref: 62/41/08/003 Valley of Rocks, Lee Road, Lynton**  
Restoration of picnic area located between Lynton and the Cricket Ground in the Valley of Rocks.  
**RESOLVED**  
To recommend Approval
2. **Ref: 62/41/08/004 12 Lynmouth Street, Lynmouth**  
Installation of a new staircase and change of use of part of first floor flat to provide additional gallery space for display, sales and storage.  
*Councillor Mrs S Hibbert declared a prejudicial interest in this matter as she is a neighbour and tenant. She left the room and did not take any part in the debate or vote thereon*  
**RESOLVED**  
To recommend Approval
3. **Ref: 62/41/08/005 17 Grattons Drive, Lynton**  
Replacement of pvcu conservatory to the rear  
**RESOLVED**  
To recommend Approval
4. **Ref: 62/41/08/006 Garage to rear of 17/18 Lee Road, Lynton**  
Certificate of Lawful Existing Use of building as a domestic garage.  
**RESOLVED**  
Certificate be issued as no knowledge of use as a domestic garage.
5. **Ref: 62/41/08/007 Croscombe Bungalow, Caffyns, Lynton**  
Division of existing bungalow to form two separate dwellings.  
**RESOLVED**  
To recommend Approval
6. **Ref: 62/41/08/008 Park Farm, Lydiate Lane, Lynton**  
Erection of a telecommunications mast (17.5m) to support 6 antennas and 4 dishes with related ground based cabinets and development.  
**RESOLVED**  
To recommend Approval
10. **Ref: 62/41/08/013 Park Farm, Lydiate Lane, Lynton**  
Erection of 10m telecommunications mast and antenna and dishes together with ground based equipment cabinets and ancillary development  
**RESOLVED**  
To recommend Approval
7. **Ref: 62/41/08/009 Sandroock Hotel, Longmead, Lynton**  
Replacement of existing timber window with pvcu.  
**RESOLVED**  
To recommend Refusal as it contravened planning policies
8. **Ref: 62/41/08/010 Manor Farm, Ilkerton, Barbrook, Lynton**  
Amendment to planning permission 62/41/06/026 showing revised chimney, window arrangement, dormer and roof detail (retrospective)  
**RESOLVED**  
To recommend Approval but to note that this is yet again another retrospective application.

**9. Ref: 62/41/08/011 13 Crossmead, Lynton**

Retrospective application for demolition of garage and construction of replacement garage (as previous permission 62/41/01002).

*Councillor B Peacock declared a prejudicial interest in this matter as he is a neighbour. He left the room and did not take any part in the debate or vote thereon.*

The Vice Chairman took over the meeting for this item only.

**RESOLVED**

To recommend Approval

**246/07 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

1. Councillor George informed members that he would be attending a meeting of the Holman Park Committee the following morning.
2. Councillor Mrs Hibbert informed members that there would be a seminar on 'have your say – policing issues' in Braunton on the 18 February.

The meeting closed at 8.29pm

Chairman

# LYNTON AND LYNMOUTH TOWN COUNCIL

**MINUTES OF THE MEETING OF THE POLICY AND FINANCE COMMITTEE MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 20TH FEBRUARY 2008 at 6.30pm**

**Present:**                   **Councillors**  
Mrs C G Bowden                   (Chairman)  
D Bishop  
J Gurney  
B J Howells  
Mrs J Mills  
B J Peacock  
Mrs E Rodway  
K Troup

**Officers:**                   Town Clerk and Town Council Secretary

**Apologies:**               Apologies were received from Councillors Mrs S Hibbert, J Travis, Dr J Frankish, D George

## **247/07           MINUTES**

**RESOLVED:** That the Minutes of the meeting of the Committee held on the 16th January 2008, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

## **248/07           MATTERS FOR INFORMATION**

*The following items of correspondence and/or reports were noted by committee.*

- a.   **Lyn & Exmoor Vision Business Survey Results**  
The object of this survey was explained to members and copy made available in the general office.
- b.   **Devon County Council – Local Transport Plan 2006-2011 update**  
Available for members in the general office
- c.   **Devon County Council – Local Services Information Pack**  
Available for members in the general office
- d.   **PLANNING DECISIONS**  
There were none

## **249/07           MATTERS FOR RECOMMENDATION**

- a.   **Town Hall – Security quotations and scope of work** - the Chairman moved that this item be discussed as a confidential item.

- b. Rubbish Recycling, Lynton & Lynmouth Area –Service offered by Community Resources Devon (CIC)**  
 Members discussed the letter attached to the agenda which offered a recycling service from Community Resources Devon.  
**RECOMMENDED**  
 The Service at a cost of £2.75 per collection be taken up.
- c. Energy for Exmoor, presentation arranged by Exmoor Trust 2nd May 2008, Raleghs Cross Hotel – Nomination of Town Council representative.**  
**RECOMMENDED**  
 Councillor J Travis and Mrs S Hibbert be asked to attend on behalf of the Council.
- d. Tree work quotations – Longmead Cemetery** - The Chairman moved that this item be discussed as a confidential item.
- e. Taxi ranks - future**  
 The Town Clerk confirmed that a local businessman had indicated his intention to set up a hackney carriage service in Lynton & Lynmouth.  
**RECOMMENDED**  
 No action be taken on closing the taxi ranks, decision to be reviewed in October.
- f. Dog Fouling – cost of providing dog litter bags**  
 The Town Clerk advised members that a bag dispenser would cost approximately £150.  
**RECOMMENDED**  
 That one be placed above the dog waste receptacle in Lee Road as a trial.
- g. Introduction of pay scheme for toilets - (referred from Special Council 24th January 2008)**  
 The Town Clerk had contacted his colleagues in Combe Martin, Ilfracombe, Barnstaple and South Molton, none of whom provided a pay toilet facility. The Town Clerk in Barnstaple had experience of operating a facility in her previous authority and indicated that it needed a high volume site to be cost effective.  
**RECOMMENDED**  
 No further action be taken.
- h. Comparison of Mooring Charges of harbour and havens (referred from Special Council 24th January 2008)**  
 The Town Clerk advised that (1) Watermouth Harbour charged £21.00 per foot as a full commercial operation, this included provision of chains from mooring points to boats (2) Ilfracombe Harbour charged approximately £16 per foot (3) Lynton & Lynmouth Haven will charge £2.85 per foot for this coming season. Members discussed the implication of increasing charges and noted the effect the Harbour in Lynmouth had on tourism in the area.  
**RECOMMENDED**  
 No action be taken at the moment but it be considered when budget estimates were prepared for 2009/2010.

**i. Consideration of replacement of depot (referred from Special Council 24th January 2008)**

The Town Clerk reported that this was ongoing with District Council but no action would be taken until after a decision was made with regard to the JCG.

**j. Method of dealing with grant applications - (referred from Special Council 24th January 2008)**

Members discussed the various methods of dealing with grant applications.

**RECOMMENDED**

That applications be considered in April and October.

*Councillor Mrs C Bowden declared a personal interest in this matter as her son is Chair of the Lyn Youth Group.*

The Town Clerk advised members that he had received an application from the Youth Worker within Lynton & Lynmouth and as this could be considered in the current years provision, with members permission this would be considered at full Council.

**RECOMMENDED**

That this application be considered at Full Council

**k. Nature and Type of Civic Reception (referred from Special Council 24th January 2008)**

Members discussed the various options for providing a Civic Reception and it was

**RECOMMENDED**

That the Civic Reception continue in its present format but consideration be given to providing a buffet as against a silver service.

**l. Lease of Tourist Information Centre - (referred from Special Council 24th January 2008)** The Chairman moved that this item be discussed as a confidential item.

**m. JCG Minutes**

The Town Clerk confirmed that an action sheet would be distributed to members in the near future.

**RECOMMENDED**

This be noted.

**n. Cost of Play Area on Manor Ground**

The Town Clerk explained the reasons for the cost increase on this scheme. It was noted that under provision had been made for materials due to price rises.

**RECOMMENDED**

The report be noted.

**o. Lyn Valley Society – use of Town Hall Ground floor for sale of books in aid of Town Hall Refurbishment.**

*Councillor Mrs J Mills declared a prejudicial interest in this matter as she is a member of the Lyn Valley Society. She left the room and did not take any part in the debate or vote thereon*

## **RECOMMENDED**

No charge be made to the Lyn Valley Society for this use as the proceeds will be donated to the Town Hall Refurbishment fund.

### **p. Decision Register**

- Swings, Manor Ground – to be removed from decision register as now dealt with.
- Weddings – Mr Roy Pugsley had arranged to buy new table cloths and this would include a special cloth for weddings.
- Fund Balances – matter dealt with and therefore to be removed from decision register.
- Annual Review – a date to be set

### **q. Town Clerk's Report and Questions to the Town Clerk**

#### **The Town Clerk reported:**

He had been approached by the Stacked Wonky Dance Company who had been asked to do a youth dance presentation by boys on Hollerday Hill as part of the North Devon Festival. It was a low impact presentation with low key acoustic music only, it would be done on a promenade basis with a set piece event finale on The Tennis Court site. The event would take place over three days in June, the event would be free with a maximum of 80 to 90 tickets per day being made available.

#### **RECOMMENDED**

Approval be given to the Stacked Wonky Company and the organiser be advised of the Town Council's strong support for activities that involve the youth of the area.

## **250/07 MATTERS REFERRED FROM ESTATES AND AMENITIES**

There were none

## **251/07 MATTERS UNDER DELEGATED POWERS**

### **a. FINANCIAL STATEMENT**

The Financial Statement for January 2008 had been previously circulated to members. After discussion it was

#### **RESOLVED:**

That the financial statement, as attached to the signed copy of the minutes be approved.

### **b. CHEQUES**

A List of the cheques was tabled for member's consideration.

#### **RESOLVED:**

That the action of the Councillors in signing the cheques in accordance with the list circulated, be approved and the cheques be passed for payment. A copy of the list of cheques paid be attached to the signed minutes

### **c. PLANNING APPLICATIONS**

There were none

**252/07 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

There was none

**PART 2**

The Chairman moved that

In view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are temporarily excluded and they be instructed to withdraw.

**253/07 MATTERS FOR RECOMMENDATION**

- a. **Town Hall – Security quotations and scope of work.**
- b. **Tree work quotations – Longmead Cemetery**
- c. **Lease of Tourist Information Centre**

The meeting closed at 7.35 pm

Chairman