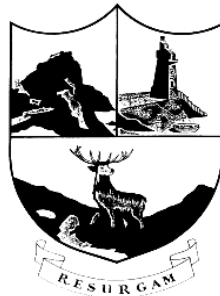


***LYNTON AND LYNMOUTH
TOWN COUNCIL***



COUNCIL MEETING

***THURSDAY
25th May 2006***

*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 27th APRIL 2006 at 2.30pm**

PRESENT:

Councillors: T Parker (Town Mayor)
B Hobbs (Deputy Mayor)
Mrs C G Bowden
Mrs S Hibbert
B J Howells
C Lethaby
B Peacock
T Prosser
Mrs E Rodway
Mrs C F Sim
J Travis
B Windsor

Officers: Town Clerk (part) - Finance Officer (part)

Apologies: Apologies were received from County councillor Mrs A Davis

The meeting opened with Prayers led by Councillor Mr B Hobbs.

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 no members of the public present.

The Mayor reconvened the meeting.

300/05 MINUTES

RESOLVED:

The Minutes of the Council Meeting held on the 30th March 2006, copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

301/05 MATTERS ARISING FROM COUNCIL MINUTES

Questions were asked of the Town Clerk regarding the

- **Repositioning of the Road Sweepers Hut – Lynmouth**

The Town Clerk reported that a meeting had been held with North Devon District Council who were currently progressing the issue within their Authority. The preferred locations was adjacent to the electricity sub-station located in Esplanade Car Park.

- 1 -

- **Toilet Block Reconstruction – Lynton and Lynmouth**

It was noted that minutes of the Joint Consultative Committee had not contained a date for the commencement of the work for the reconstruction of the toilet blocks in Lynton and Lynmouth. The Town Clerk reported that he had contacted North Devon District Council and requested that the minutes of the Joint Consultative Committee be amended to contain the dates agreed at the meeting which were commencement on construction of a revamped toilet facility at the Town Hall, Lynton in the financial year 2006 / 7 and the remodelling of the toilet block at the Memorial Hall, Lynmouth in 2007 / 8.

- **Renewable Energy Group**

The Town Clerk reported that he had not yet been advised as to whether the Town Council had been accepted onto the second phase of the E Base project.

- Councillor Travis to provide the Town Clerk with a list of sites, which would appear to have active Rhododendron growth despite the recent treatment contract. The Town Clerk to forward the list to Doctor Flemming Ulf Hansen, English Nature.

302/05 COMMUNICATIONS

The Mayor drew three recent communications to the attention of the Council.

- There will be a Memorial Service at the Rhenish Tower on the 28th May 2006 at 11.00am for the Elders and Banana Boat SS Carare, which was torpedoed in the channel during the Second World War.
- Saturday 29th April 2006 – Rising Sun Hotel Lynmouth
10.15 am (presentation 10.45)

The Town Council would receive a Civic Gift from Radio Devon Reporters, who had completed walking the Two Moors Way. The gift would be presented on behalf of Ivybridge Town Council. The Mayor would present a Civic Gift from Lynton and Lynmouth Town Council to return to Ivybridge Town Council

- Tourism Meeting – 27th April 2006 – Town Hall
The Mayor reminded Councillors that there would be a meeting to discuss tourism on the above date in the Town hall at 7pm

303/05 OUTSTANDING BUSINESS

There was no outstanding business

304/05 NOMINATION OF MAYOR ELECT

It was proposed and seconded that Councillor Mrs S Hibbert be nominated as Mayor Elect for the forthcoming municipal year.

There were no other nominations for Mayor but as an amendment to the resolution it was proposed that Councillor C Lethaby be nominated as Deputy Mayor Elect for the ensuing municipal year. The amendment was carried.

A second amendment that the position of Deputy Town Mayor be deferred until the May meeting of the Council was not carried

The motion that Councillor Mrs S Hibbert be nominated as the Mayor Elect for the ensuing municipal year 2006/7 and that C Lethaby be nominated as the Deputy year for the municipal year 2006/7 became the substantive motion.

That Councillor Mrs S Hibbert be nominated as the Mayor Elect for the municipal year 2006/7 and that C Lethaby be nominated as the Deputy Mayor Elect for the municipal year 2006/7.

N.B: It was stated but did not become a resolution of the Council that members should consider both the nomination of Mayor and Deputy Mayor in future years.

305/05 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.

Estates and Amenities committee 12th April 2006

Minutes 287/05 – 229/05

Minute 288/05 D Manor Residential Home

RESOLVED:

That this minute be amended to read

The chairman reconvened the meeting into open committee

Minute 290/05 B Valley of the Rocks – position statement

- i. Management Group - The Town Clerk advised members that a meeting of the Management Group would be held on the 3rd May at 2.30
- ii It was reported that the gates within the Valley of the Rocks were now closed although a second closure spring was needed to strengthen the self closing action of the Gates

RESOLVED:

The Town Clerk to arrange the necessary works.

Minute 290/05 C Preparation of Lottery Bids

Councillor Lethaby tabled a letter from the Sports Foundation detailing available grants.

RESOLVED:

That this matter be considered at Estates and Amenities committee.

Minute 290/05 C Wringcliffe Bay

The Town Clerk reported that no progress had been made in developing this scheme.

RESOLVED:

1. That the advice of the Lottery Funding Advisor be sought as to whether a feasibility study application would succeed for a lottery grant.
2. The National Trust to be approached for a possible grant.
3. A further application to be made to the sustainable development fund – Exmoor National Park.

Minute 290/05 E Manor Grounds – Stone designation

RESOLVED:

That this minute be amended to read

It was noted that this scheme would be discussed over an 18-month period, as it was essential that the views of local people were sought before any decisions were taken.

Minute 290/05 L Lynmouth Litter Bin Replacement

RESOLVED:

That this scheme be extended to include both Lynton and Lynmouth.

Minute 290/05 M Decision Register – LACT Advertising Boards

Members expressed concern at the quality of the advertising boards.

RESOLVED:

The Town Clerk ring J McGowen (Ex LACT Chairman) to see if improvements could be made to the presentations of the Town Councils advertisements.

Minute 295/05 H Town Clerks Report Sir George Newnes Bust

RESOLVED:

That it be noted that the Council expressed their appreciation to Mr T Prosser for preparing and erecting the plaque underneath the bust of Sir George Newnes.

Minute 290/05 N Town Clerk Report and Questions to the Town Clerk

5. Toilet Cleaning

RESOLVED:

That no further action should be taken regarding the “twice a day” cleaning issue until a decision had been taken by North Devon District Council at their Executive committee regarding cleaning frequencies.

6. North Walk road repairs (adjacent to Hewitts Hotel)

The Town Clerk confirmed that he had written to Devon Council Councils Environment Department regarding this matter.

Policy and Finance committee 19th April 2006

Minutes 293/05 – 299/05

Minute 295/05 B Town Hall Charges

Members discussed the recommendation for a hire charge for weddings and having conducted further investigations on hire charges elsewhere felt that the charge was about right.

They also discussed the hire charge for kitchens and it was recommended that a charge of £25.00 plus a £50.00 cleaning deposit be levied. An amended recommendation that a hire charge of £50.00 plus £50.00 cleaning deposit was not carried.

RESOLVED:

That a charge of £25.00 plus a £50.00 refundable cleaning deposit be levied for use of the kitchen and crockery.

Minute 296/05 Parking on Manor Foreshore

The Town Clerk tabled a draft proposal for consideration by members of possible opening dates for parking on the Manor Foreshore.

A recommendation that the foreshore be only used for parking if any other car park became non operational, expect on specific occasions to be sanctioned by Council, was not carried.

RESOLVED:

That Manor Grounds be used for parking on the following dates:
27,28,29 May 2006 (Spring Bank Holiday)
9,10,11 June (Lynton and Lynmouth Music Festival)
22,23 July (Lyn Lions open day weekend)
26,27,28 August (Summer Bank Holiday Weekend)

At this point the Town Clerk left the meeting and was replaced by the Finance Officer

Minute 295/05 G JCC Representation

RESOLVED:

That the recommendation 1. be amended to read
at Town Council level be reconsidered to ensure the successful re-negotiations...

**Minute 273/05 Committee Reports
Policy and Finance committee 15th March 2006**

Minute 274/05 G JCC Representation

Councillor Travis forwarded a list of concerns and requested the Town Clerk arrange for these to be included on the JCC action sheet.

RESOLVED:

That this be done and a revised version of the Action Sheet be considered at Policy and Finance committee in May.

Minute 295/05 G JCC Representation and Minutes

Although not on this agenda it was

RESOLVED:

That the draft minutes of the JCC be placed on the Policy and Finance agenda in May.

Minute 295/05 I Town Clerk report and questions to the Town Clerk

RESOLVED:

That it be noted that the overhanging trees on Lynmouth Hill were also of concern to the Double Decker Bus.

Minute 296/05 Matters referred from Estates and Amenities committee

3. Zig Zag footpath - Signs

RESOLVED:

That this item be amended to read 'Signs and Notice Boards'.

306/05 REPORTS FROM OTHER COMMITTEES

There were no reports from other committees

307/05 POLICE REPORT

There was no Police representative present at the meeting and no report from the Police.

308/05 NOTICES

There were none.

309/05 QUESTIONS

There were none.

310/05 REPORT OF THE DISTRICT COUNCILLOR

The District Councillors report covered the following points.

- Exmoor Trusts bid to the Heritage Lottery fund was unsuccessful
- North Devon District Council dog warden be asked to patrol Lynton following complaints of dog excreta
- Ilfracombe and Northern Rural committee grants as follows: -
Lynton Town Council - £2,600 towards the Town Clerks salary
Lyn Community Trust £1,750 towards restoring Middleham Gardens
Lynton and Lynmouth in Bloom £2,390 towards the 2006 floral display
- Councillor Travis outlined the success of the District Council over the last year, which had led to them achieving a “Strong Progress” report from the Audit Commission.

311/05 QUESTIONS TO THE DISTRICT COUNCILLOR

Questions were asked regarding the present position on the bus services 309/310 – no further information

RESOLVED:

A letter to be sent to the MP for this area.

A Councillor suggested that the dog warden be asked to patrol the area in a plain van to make it easier to detect problem dogs and dog owners, although it was accepted that the labelled van had a deterrent effect.

A question was asked regarding the recently announced fact that Exmoor National Park was the least visited of all the National Parks. It was felt the reason for this was that the Park is not near any large centres of population and also is one of the smallest National Parks.

It was noted that Exmoor National Park were allocating resources into improving tourism in the area.

RESOLVED:

That the report be noted

312/05 REPORT OF THE COUNTY COUNCILLOR

(The County Councillor had tendered apologies for non attendance to this meeting but had submitted a written report)

The report covered the following points.

- Focus on the future for Devon, which identifies the 5 priorities for Devon County Council over the next 5 years.
 1. Giving Devon’s Children and Young People the best Possible Start in Life
 2. Strengthening Devon’s economy
 3. Celebrating Devon’s Culture
 4. Improving Devon’s environment
 5. Promoting independence and choice

The report covered the details of the local transport plan, which was designed to deliver major benefits throughout the county from 2006 – 2011.

The campaign for child car seats

The increase in care charges

Buses, where it was noted that the concessionary usage of transport swelled from 50 to 70% following the free bus travel concession for the over 60's

300 service – the report detailed the problems with the overhanging trees, mainly being health and safety.

RESOLVED:

That the County Councillor be pressed to ensure the remedial works be carried out to enable free access for the buses

313/05 QUESTIONS TO THE COUNTY COUNCILLOR

Councillor Travis commented that as the additional income raised from Second Home Council Tax was not being passed to District Council, this should be an issue to be raised with the County Councillor.

RESOLVED:

That the Town clerk raises this issue.

314/05 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

There was no report

315/05 REPORT OF TOWN CLERK

The Town clerk had left the meeting by this time

316/05 REPORTS OF ANY OTHER COUNCILLORS

It was reported to Council that Garson House had been sold and was being reopened as a Residential Care Home

317/05 ANY OTHER URGENT BUSINESS

There was none

318/05 EXMOOR NATIONAL PARK PLANNING RECOMMENDATIONS

None had been reported to committee

EXCLUSION OF THE PUBLIC AND PRESS

The Chairman moved:

That pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as subsequently amended, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of information which, in the opinion of the Council, would be prejudicial to the public interest and/or is of a confidential nature

319/05 CONFIDENTIAL COMMITTEE REPORTS

The meeting closed at 4.57

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 10th May 2006

Present: Councillors
C Lethaby (Chairman)
Mrs C G Bowden (Vice Chairman)
Mrs S Hibbert
B Howells
T Parker
B Peacock
T Prosser
Mrs C Sim

Also in attendance: Councillor Mrs E Rodway

Officers: Town Clerk

Apologies: B Hobbs, J Travis

320/05 MINUTES

Resolved that the minutes of the Estates and Amenities Committee held on the 12th April 2006, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

321/05 MATTERS FOR INFORMATION

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

- a. **Exmoor National Park Authority – Meeting of the Consultative and Parish Forum – 14th June 2006 @ 6.30pm at Exmoor House**
RECOMMENDED:
Items for the Agenda of this meeting to be given to the Town Clerk at Policy and Finance committee on the 17th May 2006 for him to forward to Exmoor National Park.
- b. **Devon County Council – Devon on the Move.**
Booklet available in the General Office
- c. **North Devon Mini Register – Grand Tour 2006**
Sunday the 27 August – Monday 28 August 2006.
RECOMMENDED:
 1. The Town Clerk discuss with Heidi Baker the cost of preparing a sign advertising the Mini Tours arrival in Lynton.
 2. That the offer of Councillor T Prosser to prepare street signs be accepted.
- d. **Street Collection Permit – Christian Aid Lynmouth 20th May**

e. Planning decisions

1. Ref: 62/41/05/032 – Hobbs Yard, Burvill Street, Lynton

Erection of 5 local affordable housing units, car parking and related works, as additional plans dated 31/10/05, as amended plan (L145/05/21b) dated 17/11/05 showing alterations to car parking layout for both this application and applications 62/41/03/018 (which concerns the conversion of the former chapel to 12 flats, as amended red line site location map dated 8/12/05, and further amended plans (L145/05/21c; L145/05/30b & L145/05/50b) dated 26/02/06 (Full).

2. Ref: 62/41/05/038LB – Lynton Town Hall

Listed building consent for demolition of existing rear stairs access, insertion of new disabled access (new stair and internal alterations to improve access for disabled facilities), as amended and additional plans dated 06/02/06 (Listed Building

3. Planning Appeal Decisions

Appeal Ref: APP/F9498/A/05/1195550

Woodland View, Lynbridge, Lynton

APPEAL NOT ALLOWED

322/05 MATTERS FOR RECOMMENDATION

a. Town Hall – Internal Refurbishment/ Position Statement

i. Jubilee Room – Floor (Quote attached)

Members discussed the quotation circulated in advance of the meeting. Although the quotation had been received on the understanding that it was not intended to be “competitive” as the person concerned was extremely busy, it was not a great deal more than a verbal quotation from a company who had then declined to quote.

Members discussed the advantages of laying carpets in the Jubilee Room instead of repairing the floor and also noted that work would be required to re-hang the doors of the disabled access to the Town Hall as these had been re-hung to take account of the height of the carpet that had covered the floor in the Jubilee Room for some 15 years prior to the present date.

RECOMMENDED:

1. That further quotations be sought for restoring the floor
2. The Town Clerk investigate sources of grant funding to restore the floor
3. The matter be re-discussed, no later than three months from this committee (August 2006)

ii. Lift

The Town Clerk advised members that he had contacted the architect and requested that he prepare working drawings and other relevant documentation to enable accurate quotations to be obtained.

RECOMMENDED:

That his report be noted

- iii. **Railings**
Members noted the work in progress on the forecourt of the Town Hall
RECOMMENDED:
The position be noted
- iv. **Licensing Application – (Hours)**
The Town Clerk informed members of a discussion recently held between himself and the Licensing Department of the Police Authority. The Police had indicated that they would be prepared to not contest the License Application for a Licence Application to run from:-
10am – midnight Sunday – Thursday inclusive
10am – 2am Friday and Saturday
RECOMMENDED
The licence application be amended to
10am – midnight Sunday – Thursday inclusive
10am – 2am Friday and Saturday
- v. **Kitchen**
Although not on the Agenda, members briefly discussed the experiences learned through the recent Lions Function.
RECOMMENDED:
1. Councillor Parker contact the Chef from the Lynton Cottage Hotel, to obtain feedback on the operational side of the new kitchen (in particular it was noted that there was a lack of “plating up” and fridge space)
 2. That the Town clerk be authorised to purchase the water jugs from Mr R Gold at a cost of not more that £25.00
 3. The offer from Mr Gold of selling the tabletops to the Town Council be not proceeded with.

b. **Valley of Rocks - Position statement**

1. **Management Group**

The Town Clerk briefly updated members on the discussions held at the Management Group on the 3rd May 2006. It was noted in particular that the Group had recommended that no actions be taken regarding the numbers of Goats and other animals in the Valley before September 2007.

It was also noted that should Goats escape prior the completion of the cattle grids, they were to be herded back. If they escaped after the cattle grids were completed then they should be dealt on a case-by-case basis. Should the most effective solution prove to be culling the offending animals then this should be done

RECOMMENDED:

That the report be noted.

2. **Fencing/Cattle Grids**

The Town Clerk advised members that the fencing contract was substantially complete with just outstanding issues regarding the strength of the returns springs on the gates and minor completion works following the installation of the cattle grids, together with a small section of fencing, which seemed to have been missed in the North Walk are. He was arranging a site meeting with the Contractor to discuss these issues.

RECOMMENDED:

That the report be noted

3. Erection of Grazing Animal Signs

Councillor Mrs E Rodway declared a prejudicial interest, as she is the Commoner in the Valley of the Rocks, left the room and did not speak or vote on this item.

RECOMMENDED:

That grazing animal signs showing the telephone number of the Commoner be erected.

c. Preparation of Lottery Bids – Position Statement

The Town Clerk summarised the details of his meeting with the Lottery Consultant and proposed that members consider the following courses of action.

i. Holman Park

A bid for Lottery Funding be submitted in September 2006 with available details. It was noted that the more details available the more successful the bid was likely to be but a holding bid could be submitted with existing information.

ii. Valley of Rocks

1. Access Area
2. Meadow Land Project
3. Wringcliffe Bay

The Town Clerk recommended that he be authorised to prepare a joint justification statement for these three schemes, which would help to justify some feasibility work into Wringcliff Bay from outside funding.

iii. Town Hall

Councillor Parker stated that he would be meeting with the Working Group to try to progress the possible funding areas for schemes within the Town Hall.

RECOMMENDED:

1. Holman Park Group to continue to work on the preparation of a Lottery Bid, submission to be made in September 2006.
2. That the Town Clerk prepare a justification statement for the Valley of the Rock access area, Meadow Land Project and Wringcliff Bay schemes to seek funding for the works at the Access Area and the Meadow Land Project and feasibility funding for a scheme at Wringcliff Bay
3. Councillor Parker to call a meeting of the Town Hall Working Party

d. National Sports Foundations – Funding Kitty

Members discussed a letter received from the National Sports Foundation, which had been circulated in advance of the meeting

RECOMMENDED:

That copies be passed to the Holman Park Group and Councillors for their information

e. **Sites for Replacement Trees**

Councillor Mrs S Hibbert reported that she was working, with others, on preparing a list of sites for replacement trees. Mr McVittie, Tree Officer Exmoor National Park had been contacted and asked for advice.

RECOMMENDED:

A report be brought to Estates and Amenities committee when the list had been prepared and the item be placed on the decision register.

323/05 MATTERS UNDER DELEGATED POWERS

a. **Planning**

Ref: 62/41/06/013 – Fish on the Harbour

Retention of Timber kiosk for sale of Shellfish

Councillor Mrs S Hibbert declared a prejudicial interest in this matter, as she is resident in the area, left the room and did not speak or vote thereon

RESOLVED:

To recommend refusal as it was an inappropriate intrusion into this area.

The following items had been omitted from the Agenda.

324/05 REPORT AND QUESTIONS OF THE TOWN CLERK

The Town clerk updated members on the present position regarding works to trees above Esplanade Car Park. It was hoped that the majority of inconvenience would be completed by midday on the 11th and the contract completed by the 13th.

The Town Clerk answered question on

- **Lights on Manor Grounds**

He had contacted the supplier who was arranging for the manufacturer to meet the Town Council and themselves on site.

- **Appointment of Apprentice**

The Town Clerk was preparing a report on this and associated issues for discussion by members of the Personnel committee meeting to be held on the 17th April 2006.

- **Finger Posts**

Members expressed concern that the finger posts had not yet been delivered to the Town and asked the Town Clerk to chase the contractor.

- **Problems with Double Decker Bus**

The Town clerk advised members that this was a County Council issue and was being pursued by County Councillor Ms A Davies, but he undertook to speak to her for a position statement and also to contact the MP.

325/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

There was none.

PART 2

EXCLUSION OF THE PUBLIC AND PRESS

The Chairman moved

That pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960 as subsequently amended, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of information which, in the opinion of the Council, would be prejudicial to the public interest and/or is of a confidential nature

322/05 MATTERS FOR RECOMMENDATION

- a. Manor Grounds – Manor Residential Home**
 - 1. Rent Review – Progress Report
 - 2. Letter from Commercial Agent.

The meeting closed at 8.49pm

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 17th MAY 2006
@ 6.30pm**

Present: Councillors
Mrs S Hibbert (Chairman)
Mrs E Rodway (Vice Chairman)
Mrs CG Bowden
B Hobbs
B Howells
C Lethaby
T Parker
B Peacock
J Travis
B Windsor

Also in attendance: T Prosser

Officers: Town Clerk

Apologies: There were no apologies

326/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 19th April 2006, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

327/05 MATTERS FOR INFORMATION

1. **GAP News**
Available for members in the general office
2. **Exmoor National Park – Statement of Community Involvement – Summary of Responses**
Available for members in the general office
3. **Devon County Council – In Touch Newsletter**
Available for members in the general office
4. **Local Authority Bylaws – Procedures for making, confirming and enforcing bylaws booklet**
Available for members in the general office
5. **Street Collection permit**
Mrs C Holsgrove – Macmillan Cancer Relief – 17th August 2006 – Lynmouth

PLANNING DECISIONS

1. **Ref: 62/41/05/039**
40 Lee Road

Sub division of existing dwelling to form 2 no separate unite of accommodation and creation of 3 no parking spaces

APPLICATION WITHDRAWN

328/05 MATTERS FOR RECOMMENDATION

1. **Exmoor National Park – Ancient Tree Hunt**
Help required by Exmoor National Park to assist in the identification of ancient trees

The Town Clerk tabled a letter from Exmoor National Park requesting assistance in identifying ancient trees (those with a girth in excess of 3.8 metres).

RECOMMENDED:

Members to advise the Town Clerk of any trees of this size to enable him to pass on the information to Exmoor National Park

2. **Town Hall Forecourt**
Parking

Members noted that the heading of this item should more properly be.. *Town Hall forecourt and street adjacent to the Town Hall – Parking.*

It was noted that the traffic management group would consider recommendations regarding limited parking for 30 mins between Costcutters and Lacey's Tearooms and the abolition of the recently introduced Taxi Bay.

Members also discussed the implications of parking on the Town Hall Forecourt and the possibility of the introduction of a Pay and Display machine and its impact on visitors to the Town Hall.

RECOMMENDED:

That the Town Clerk request that the car park order for Lynton and Lynmouth be amended to contain the words.. *Town Hall Forecourt – parking prohibited except on Town Hall Business*

3. **JCC Action Sheet**
Suggested alterations to minutes from councillor J Travis (attached)

Members considered the suggested alterations to the JCC minutes, which had been circulated with the Agenda. Councillor Travis spoke on these issues and it was

RECOMMENDED:

That the Town Clerk write to North Devon District Council recommended that the JCC minutes be amended to take account of the following alterations

JCC Minutes February 2006

Minute Number 5

Addition – options appraisal for car parking at Lynmouth to be carried out

Minute Number 7

Addition – work to protect Harbour and prevent flooding within the current financial year within the budget available

Minute Number 9

Amended to read – New toilets to be provided at the Town Hall in the current financial year.

The public conveniences at the Memorial Hall in Lynmouth to be upgraded

Minute Number 11

Addition – and a new store to be provided

4. Barbrook Toilets

Present position regarding funding

The Town Clerk advised members that following a decision from North Devon District Council regarding the closure of certain toilets within the Lynton and Lynmouth area the Town Council were currently receiving a funding contribution of £816.00 towards the costs of keeping Barbrook toilets open. The annual cost of cleaning and servicing the toilets was in the region of £2950.00, making a net deficit of approx. £2150.00.

The Town Clerk advised members that he had contacted North Devon District Council requesting that a counter be placed in Barbrook toilets for the summer season to assess use.

RECOMMENDED:

That the counter be placed in the toilets for the summer and the matter brought back to Estates and Amenities committee in the autumn for further consideration.

5. Hobbs Yard

Publicity arrangements - Consequent on the construction works for local needs housing

Councillor Travis had been asked to request that the Town Council nominate people to attend the official commencement of the construction work ceremony in Hobbs Yards and also dates that members would be available.

During discussions it was noted that there had been a commitment to retain the “Hobbs” family name when naming the development.

RECOMMENDED:

1. That the Town Clerk write to Magna Housing advising them that the Mayor, Deputy Mayor and Councillors Mrs C G Bowden, Hobbs, and Travis would attend on behalf of the Town Council.
2. Other Councillors would attend if possible.
3. The dates that Town Council members are available are Tuesday 13th June, Wednesday morning 14th June, Friday afternoon 16th June, Monday 19th June and Wednesday 21st June
4. The Town Clerk advise Magna homes of the previous decision by North Devon District Council to retain the Hobbs family name when naming the development.

329/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

1. Mini Register Grand Tour

Costs of signage

The Town Clerk tabled a possible method of erecting a sign to advertise the Mini Tour. Members noted that the cost of the sign would be £94.00 of which £58.75 would be for the fittings.

RECOMMENDED:

- a. That the Town Clerk discuss with the works Foreman alternative and cheaper methods of fixing the sign to a pole
- b. That the wording read *Lynton and Lynmouth welcome the North Devon mini Car Run – August Bank Holiday Monday*
- c. That the item be brought back to Estates and Amenities committee in June.

**2. Exmoor National Park Consultative & Forum Meeting 14th June
Items and Agenda**

It was noted that should Councillor Mrs S Hibbert attend this meeting then she would not be able to attend Estates and Amenities committee in June.

Members discussed items for the Town Clerk to forward to Exmoor National Park for placing on the Agenda.

Councillor Travis declared a personal interest in this matter, as he is a member of Exmoor National Park.

RECOMMENDED:

That the Town Clerk write to Exmoor National Park asking that the following items be placed on the Agenda.

- The reasons for Exmoor National Park being the least visited National Park in England and action being taken by Exmoor National Park to remedy this.
- Progress from Exmoor National Park of works within the Valley of the Rock including works to the Picnic Area.
- Whether there was a promotional budget for tourism in Lynton and Lynmouth.
- Whether there was money available for upgrading street furniture and lampposts within Lynton and Lynmouth following the designation of areas as a conservation area.

330/05 TOWN CLERKS REPORT

The Town Clerk reported on the following items

- Town Hall Railings – due to be delivered on the 18th May 2006.
- Valley of the Rocks Picnic Area – he advised members that he had received a service level agreement for signing from Exmoor National Park.
- Manor Grounds foreshore Parking – It was possible that one of the days chosen by Council for parking on the foreshore would conflict with arrangements by LLAMA for the Music Festival. He would consult with the LLAMA organisers and report back to committee. It was noted that the charge for parking would be £4.00 per day as per the previous year.
- Town Hall Internal Refurbishment – the Town Clerk advised members that he had received a letter from the architect requesting a meeting to discuss how far he should proceed with his architectural design work. Councillor Parker to arrange a meeting with the architect.
- The Town Clerk had received a letter from Devon County Council requesting nominations to attend a function to celebrate the anniversary of the opening of the Two Moors Way at Ivybridge.

RECOMMENDED:

That Councillor Parker together with the Mayor attend

331/05 QUESTIONS TO THE TOWN CLERK

The Town Clerk answered questions on

- The re-tarmacing of the access road to the gentleman and ladies toilets at the Town Hall. The Town Clerk undertook to investigate the possibility of re-tarmacing following the works to the front of the Town Hall as an addition to the contract.
- Picnic Area – Cattle Grid.
The Town Clerk undertook to investigate the size of the gates to the cattle grid in the Picnic Area
- Castle Hill – Roadside railing
The Town Clerk to contact Devon County Council regarding the condition of these railings and suggest that the Town Council carry out remedial works and recharge the County.
- Lydiate Lodge – Footpath adjacent to Residential Home
The Town Clerk to contact Devon Social Services to ascertain whether the revised footpath route would still be implemented despite the decision by Devon County Council to sell the facility.

332/05 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT –

The Financial Statements for April 2006, which was tabled at the meeting, was considered by Councillors

RESOLVED:

That the Statement, a resume of which is as follows be received be approved.

OPENING CREDITS	£273,146.16
TOTAL RECEIPTS	£74,711.70
TOTAL PAYMENTS	£68,210.18
CLOSING BALANCE	£279,647.68

b. SEASONAL UNDERTAKINGS

The statement of income for April 2006 was tabled and considered at the meeting.

RESOLVED

That the report be noted.

c. CHEQUES

A List of the cheques for signature was tabled for member's consideration and the Town Clerk answered questions on the details of some of the cheques.

The cheques were signed at Committee.

The Chairman advised members that she would examine the bank statements within the next two days.

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

d. **PLANNING APPLICATIONS**

Councillor Travis reminded members that in planning matters, should he obtain additional information on applications when attending Exmoor National Parks planning meetings this might necessitate him changing his views

1. **Ref 62/41/06/012LB**

The School House, Market Street, Lynton

Erection of a Porch

RESOLVED:

That the application be recommended for approval

2. **Ref 62/41/06/014**

Land situated at Park Farm, Near Lynton

Erection of No 300mm radio dishes and ground based equipment cabinet to existing Airwave MM02 mast and compound

RESOLVED:

That the application be approved.

333/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

There was no urgent business.

The meeting closed at 7.50

Chairman