

***LYNTON AND LYNMOUTH
TOWN COUNCIL***



Q
QUALITY TOWN COUNCIL

COUNCIL MEETING

***THURSDAY
29TH APRIL 2010***

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

Tel : 01598 752384

LYNTON & LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER AT THE TOWN HALL, LYNTON ON THURSDAY 25TH MARCH 2010 AT 2.30PM

PRESENT:

Councillors:	
B Peacock	(Mayor)
Mrs C B Bowden	(Deputy Mayor)
D Bishop	
J Frankish	(part meeting)
J Gurney	
Mrs S Hibbert	
B J Howells	
Mrs J Mills	
Mr T Parker	
Mrs E Rodway	
K Troup	

Officers: Town Clerk, Finance Officer and Town Council Secretary

Apologies: Apologies were received from Councillor D George and the police representative.

Also in Attendance: County Councillor Mrs A Davis (part meeting)

The meeting opened with prayers led by Mr David Brooks, Finance Officer

PUBLIC QUESTION TIME

Prior to the commencement of the formal Council Meeting, the Mayor welcome Councillors and adjourned the meeting to enable members of the general public to ask questions of the Council. There were no members of the public present and the Mayor reconvened the meeting.

240/09 MINUTES

RESOLVED

The Minutes of the Council Meeting held on the 25th February 2010, copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

241/09 MATTERS ARISING FROM COUNCIL MINUTES

Minute 214/09 Committee Reports, Policy & Finance Committee 17th February 2010

Minute 203/09 Matters for Recommendation (f) Members queried the correct price of the Blackberry to be purchased for the Town Clerk and were informed that the price of £15 was correct

Minute 215/09 Exmoor Forum Councillor Hibbert requested that this item state which Forum and it was

RESOLVED

Minute 215/09 be headed '***Exmoor Consultative Parish Forum***' and to read '*Copy letter had been forwarded to members with their agenda and Councillor Hibbert informed members she would be attending the Exmoor Consultative Parish Forum*'.

With members permission, the Mayor moved that the Town Clerk remain seated due to a hip operation.

242/09 COMMUNICATIONS

One letter had been received from a resident which was to be discussed at the Annual Meeting of the Parish that evening.

243/09 OUTSTANDING BUSINESS

There was none

244/09 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.

Personnel Committee

3rd March 2010

Minute 226/09

Estates & Amenities Committee

10th March 2010

Minutes 227/09 – 231/09

Minute 229/09 Matters for Recommendation (1) Possible use of Jubilee Room as a 'drop in centre' A report from Councillor Troup had been circulated to members and the matter was discussed in some detail. Members felt this was a good idea but some concerns were expressed with regard to finance and the actual manning of the proposed drop in centre. With regard to finance it was felt that the centre should have a sound financial footing before it started which should not be a problem. However getting volunteers may be difficult and it was suggested an advertisement in the Lyn Valley News would help. After some discussion it was

RESOLVED

- Council approve in principal the setting up a drop in centre in the Jubilee Room subject to further information.
- The working party comprising Councillors K Troup, T Parker and Mrs J Mills to meet after Easter.

Minute 229/09 Matters for Recommendation (4) Decision Register Hydro Electric Project. Councillor Gurney informed members that although he had a prejudicial interest in this item he would be taking a video of the river.

Minute 229/09 Matters for Recommendation (5) Town Clerks Report, questions to the Town Clerk, question 3 Councillor Mrs Hibbert went on the beach clean and thanked the outside work force for removing the rubbish collected. She went on to explain that Exmoor National Park with the help of volunteers, had managed to make a quick clean of the Valley of Rocks and it was

RESOLVED

The Town Clerk to write to Exmoor National Park thanking them for cleaning the Valley.

Policy & Finance Committee

17th March 2010

Minutes 232/09 – 239/09

Councillor Bowden called these minutes as apologies had been received from Councillor George and Councillor Howells had lost his voice.

Minute 235/09 Matters for Recommendation (c) Valley of Rocks Income and Expenditure Schedule. Councillor Mrs Rodway requested the following amendments to

this Minute. (1) She had requested the item be placed on the agenda so that members might know of the benefits of the ESA agreement and (2) she was not a member of the Friends of the Goats, purely the grazier and a Councillor

RESOLVED

This minute to read '*Councillor Mrs Rodway had requested this item be placed on the agenda and briefly outlined the fact that she wanted members to know the benefit of the ESA agreement*'.

Any mention of Councillor Rodway being a member of the Friends of the Goats to be deleted.

Minute 235/09 Matters for Recommendation (d) Major Incident Plan. Councillor Gurney expressed an interest in joining the working party and it was

RESOLVED

Councillor Gurney to join the working party comprising Councillors B Peacock, Mrs S Hibbert, J Frankish, T Parker and Town Clerk, set up to deal with this matter.

Minute 237/09 Matters under Delegated Powers (c) Cheques. A break down of the cost of the Town Hall heating and main hall floor refurbishment was tabled for members information, a copy of which is attached to these minutes.

245/09 REPORTS FROM OTHER COUNCIL COMMITTEES

With members permission the Mayor moved agenda item 19 Confidential Committee Reports, confidential Policy & Finance committee 17th March 2010, to this point in the meeting.

PART 2

The Mayor 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.

Confidential Policy & Finance Committee

17th March 2010

The Mayor reconvened the meeting

Councillor Dr J Frankish left the meeting at 3.30pm

With members permission the Mayor moved agenda item 14 to this point in the meeting.

246/09 REPORT OF THE DEVON COUNTY COUNCILLOR

Devon County Councillor – Cabinet member for Children's Health and Wellbeing, Exmoor National Park member

Changes to the national concessionary bus pass

Government changes to the eligibility criteria for the national concessionary bus pass will start on Tuesday 6 April 2010. Anyone born on or before 5 April 1950 and resident in England is eligible for a national bus pass from their 60th birthday. However from Tuesday 6 April 2010 anyone born after 5 April 1950, the age of eligibility for a bus pass for women will be the pension age, and for men it will be the pensionable age of a woman born on the same day.

The government is gradually increasing the state pension age for women from 60 to 65. This means that by 6th April 2020 both the pension age and the age of eligibility for a bus pass will be the same for both men and women. Eligibility on the grounds of disability remains unchanged. Date of birth Date eligible for a national bus pass

To 5th April 1950 60th birthday
6 April 1950 to 5 May 1950 6 May 2010
6 May 1950 to 5 June 1950 6 July 2010
6 June 1950 to 5 July 1950 6 September 2010
6 July 1950 to 5 August 1950 6 November 2010
6 August 1950 to 5 September 1950 6 January 2011
6 September 1950 to 5 October 1950 6 March 2011
6 October 1950 to 5 November 1950 6 May 2011
6 November 1950 to 5 December 1950 6 July 2011
6 December 1950 to 5 January 1951 6 September 2011
6 January 1951 to 5 February 1951 6 November 2011
6 February 1951 to 5 March 1951 6 January 2012
6 March 1951 to 5 April 1951 6 March 2012
Further details can be found at www.direct.gov.uk.

Road deaths and serious injuries in Devon are lowest ever

Road deaths and serious injuries in Devon last year were the lowest on record. There were 30 deaths and 164 serious injuries in Devon in 2009 – 28% lower than in 2008 and a third successive year of improvement. This compares to 37 deaths and 231 serious injuries in 2008, and 50 deaths and 302 serious injuries in 2007. Of the 30 deaths last year, 25 were on roads owned by Devon County Council, and five on the Trunk Road Network managed by the Highways Agency. Road users aged over 75 accounted for seven of the deaths and eight motorcyclists were killed. 21 children under sixteen years of age were seriously injured, and 2 killed. Councillor Stuart Hughes, Devon County Council Cabinet Member for Highways and Transportation, said: “The reduction in deaths and serious injuries is part of a long term downward trend, and confirms my view that road safety in Devon continues to be a success story. Road casualty reduction is a long term process, with a lot of contributory factors, but a number of initiatives have helped with this reduction; the Devon Country Mile project, camera and police enforcement, Learn2Live presentations for young people and safety education such as our Driving Safer for Longer scheme are all playing a vital part in achieving these improvements. “Deaths and serious injuries in 2009 represent a 62% reduction compared to 1998. Most importantly that means lives are being saved, but there are also savings for the health sector and our economy. However, we can't be complacent, nor underestimate the sadness that every single one of these collisions are still causing to families, friends and colleagues all over the county.

Support for carers

A public consultation has been launched recently to seek views on how carers can access and receive support services to enable them to carry out their caring roles. The consultation forms part of a scrutiny review carried out by a special task group of the independent Health & Adults' Services Scrutiny Committee which will examine how support services for carers can be improved. The group wants to hear carers' views and experiences about accessing respite care and financial help, how health professionals including GPs cooperate with carers, how accessible services are and how carers cope with any assessment processes and paperwork. Approximately one in ten people in Devon are carers. Research carried out before the start of the national Carers Week 2009 suggested that three out of four carers are exposed to extreme levels of stress and depression as a direct result of caring and that they had been stretched to their limits. There is frustration with the bureaucracy of accessing care and benefits and the burden of the role were the most common reasons cited as forcing carers to breaking point and this exercise will identify ways to improve support for carers. Anyone interested in taking part in the consultation and giving evidence to the task group, or would like an informal chat or

more information, can contact Janine Gassmann on 01392 384383. Letters and emails are also welcome and can be used as evidence to support the review. Email janine.gassmann@devon.gov.uk or post to Janine Gassmann, Scrutiny Officer, County Hall, Room G36, Topsham Road, Exeter, Devon, EX2 4QD. All submissions should be received by 1 May 2010. It is anticipated that the task group will report to the Health and Adults' services Scrutiny Committee in September 2010.

Unitary Update

THE EXETER AND DEVON (STRUCTURAL CHANGES) ORDER 2010 AND THE NORWICH AND NORFOLK (STRUCTURAL CHANGES) ORDER 2010

On Wednesday (yesterday) we were informed that, following the approval by both Houses of Parliament of the draft orders implementing unitary councils for Exeter and Norwich, the statement was being laid in the Lords (and repeated in the Commons on Wednesday, and the orders being made will come into effect today (Thursday).

Questions to the Devon County Councillor

Members questioned the County Councillor on with regard to support for carers and the County Councillor asked those members with first hand knowledge to commit their problems to paper.

County Councillor Davis left the meeting at 3.45pm

247/09 REPORTS FROM OTHER COUNCIL COMMITTEES

A report was tabled by the Lyn Valley Society a copy of which his attached to these minutes

248/09 POLICE REPORT

The Police representative was unable to attend but had sent his apology and a short report. Two crimes had been reported one being the theft of table and chairs from outside a Public House and a Domestic Assault.

Questions to the Police

There were no questions

249/09 MOTIONS

There were no motions.

250/09 QUESTIONS

There were no questions.

251 /09 NORTH DEVON COUNCIL

Report of the North Devon Councillor

On the first Monday of the month I attend Brendon Parish Council and the 1st March was no different except that I spent most of the day there. ENPA held one if their Local Development Forum consultation events in the hall. This was well attended and officers spent valuable time with members of the community. The Parish Council meeting in the evening was also well attended by the public because of some controversy about where 5 affordable new homes should be built.

Most of this month I have been busy with licensing meetings and hearings. Most of the hearings these days are not about liquor licenses but more about taxi drivers and animal breeders! It is quite a responsibility when a person's employment or livelihood can rest in the hands of just three councillors.

With the political mood gathering pace Tesco's seems to be centre stage. The fact they already own Brian Fords is not in question it is what they will be allowed to sell from there. The incorporation of a large clothes and hardware department could decimate the High Street.

252/09 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

Councillor Hibbert reported:

At the last meeting we were joined by Paul Hollis, the hydro project manager, who gave us the latest presentation on the present position of the project. As it is believed we shall only be able to raise about one third of the required capital from grants we shall be looking to the private sector and possibly a community share offer. There is also the opportunity to interest 'ethical' investors like an airline who may be seeking to offset some of their carbon emissions!

We also discussed the new automatic access to the Market Hall, the possibility of becoming active in promoting the area and the erection of an information board at Middleham.

253/09 REPORT OF THE TOWN CLERK

Report of the Town Clerk

The Town Clerk thanked members for the get well card he had received following his recent hip operation. He then went on to report:

1. A Landrover had been bought for the outside labour force
2. A booking for the Town Hall had been received from a performer on drums purportedly in association with the LLAMA festival. It had been ascertained that this event was nothing to do with the LLAMA festival, was advertised on Face Book, the Police had security concerns and the Town Clerk had serious concerns for the fabric of the Town Hall etc. Members discussed the matter and it was

RECOMMENDED

As the full facts had not been disclosed when the booking was taken this booking should be withdrawn.

Questions to the Town Clerk

1. Members enquired the present position with regard to formulating a web site. The Town Clerk informed members that he had secured the domain name and had received one quotation for the creation on a web site. It was

RECOMMENDED

This item be placed on the agenda for next meeting of Policy & Finance Committee to discuss.

2. A request had been received from the Sailing Club to display their trophies medals etc., in the Town Hall.

RECOMMENDED

This item be placed on the agenda for next meeting of Estates & Amenities Committee to discuss.

3. Sir George Newnes Centenary Anniversary June 2010.

RECOMMENDED

This item be placed on the agenda for next meeting of Estates & Amenities Committee to discuss with delegated powers.

4. The Town Clerk to mention the fact that the Web site was not working at the Annual Meeting of the Parish later that day.
5. It was reported that not every household had received a copy of the annual leaflet.
6. A request was made to allow vans to park at the rear of the Town Hall in relation to the Food Festival to be held on the 18 April 2010.

254/09 REPORTS FROM OTHER COUNCILLORS

There were none

255/09 ANY OTHER URGENT BUSINESS

Councillor Mills stated that she wanted to go to Surrey Wildlife Trust to see where the goats were going but on contacting the director of the Trust she had been refused permission for a delegation and had been informed to contact the Town Clerk.

The Town Clerk explained the back ground to the proposed visit and members enquired if a fall back plan had been prepared if the Surrey Wildlife Trust was not suitable.

The Town Clerk reminded members of their clear resolution with regard to the future of the goats and after much discussion once again it was suggest that in order to allay concerns voiced by some members of the Town Council with regard to the relocation of the goats, a DEFRA Vet, Town Clerk and Diana Lewis to visit Surrey and report back to Council.

Councillor Mrs Rodway requested it be minuted that she and Councillor Mills wanted to visit Surrey Wildlife Trust but had been refused permission.

An amendment was made that Councillor Mrs J Mills be added to the list of people to visit Surrey.

The substantive motion was carried after a vote.

RECOMMENDED

In order to allay concerns voiced by some members of the Town Council with regard to the relocation of the goats, a DEFRA Vet, Councillor Mrs J Mills, Town Clerk and Diana Lewis to visit Surrey and report back to Council.

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.

256/09 CONFIDENTIAL COMMITTEE REPORTS

Full Council
Minute 225/09

25th February 2010

Personnel Committee
Minute 226/09

3rd March 2010

Before the meeting closed, members thanked David Brooks, retiring Finance Officer for all his work and support over the years.

Meeting closed at 4.45 pm.

Chairman

THE LYNN VALLEY SOCIETY

Minutes of the meeting held on Wednesday 3rd March 2010.

There were seven members present and apologies from Sheila Vainey and Ken Solo. In the absence of Pam Prosser, Muzza Urabb chaired the meeting.

Minutes of the meeting on 3rd February 2010. Agreed and signed.

Matters Arising. Ken (Hrond) was apologetic to Norma Ley about the photographs on fabric and she will attend the next meeting. There were no other matters.

There was no Chairman's Report (see cont'd).

Secretary's Report. Letter from Grace Cleveland (the May Day Evening) will now start at 7pm. She thanked the Society for agreeing to take part.

Treasurer's Report. The bank balance is £2793. This includes the books up to date and a further £164 from the sale of Christmas Cards. The Halifax account remains £5462. The combined Standard Life accounts total £82531 (£8,568 is in 7 Fund). The bookshop sales for February were £419 (gross inc net) and for the current year £5521 (£6275 net). The Mobile Cleeve membership remains 211.

Bookshop Report. The amount available for distribution is £3043 and there have been no requests for funds. It was agreed to pay £250 to Lynn le Bloom. Marian said that the gold's tables have been decorated by volunteers as a interim measure as there are no tables to refurbish these at the moment and she suggested that we could pay for the paint. This was agreed and Muzza will find out the cost.

Other Business. The necessary changes to the website have been drafted including a new title of "lynnvalley.org.uk" and this should be in place soon.

There was a discussion about meeting less frequently in future as there are so few members and not everyone attends each meeting. It was agreed that the next meeting will be on 5th May as we need to discuss the May Day Evening arrangements.

There was no further business and the meeting closed at 8.25pm.

LYNTON & LYNMOUTH TOWN COUNCIL
MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL HELD IN
THE COUNCIL CHAMBER AT THE TOWN HALL, LYNTON ON THURSDAY
1ST APRIL 2010 AT 2.30PM

Present: Councillors: B J Peacock (Mayor)
Mrs C G Bowden (Deputy Mayor)
D Bishop
D George
J Gurney
Mrs S Hibbert
B Howells
Mrs J Mills
T Parker
Mrs E Rodway

Apologies: Apologies were received from Councillors Dr J Frankish and K Troup

Also in attendance: Town Clerk

257/09 SIR GEORGE NEWNES COMMEMORATIVE EVENT

With members permission the Mayor suspended Standing Orders to enable Mr T Nicholson (Lynton & Barnstaple Railway Company) and Mr A Clarke (Cliff Railway company) to take part in the meeting.

The Mayor reminded members that the meeting had been called to discuss proposals to commemorate the centenary of Sir George Newnes death on the 9th June 2010. Members were reminded that Sir George Newnes had been responsible for financing the cost of the building of the Town Hall and had also donated the site.

Messrs Nicholson and Clarke jointly addressed the Committee and outlined what action had been taken already, which was

- Contacting the Victoria Society, Ilfracombe who were interested to help and might be interested in re-enacting part of the cliff Railway logo.
- Contact had been made with Country Life magazine which was part of IPC media, the only one of Sir George Newnes magazines still being published.
- Suggestions were made regarding:
 - i. Marching Bands
 - ii. School events
 - iii. A Hanson cab
 - iv. An early motor car
 - v. Contacting the National Trust at Arlington for the Hanson cab was discussed as was the carriage company at Crediton who had provided wedding transport in the past.
 - Publicity to be sought from TV and other media
 - Local businesses be asked to become involved.

- 8 -

RESOLVED

1. A small working party be set up comprising Mr A Clarke (Cliff Railway) Mr T Nicholson (Lynton & Barnstaple Railway) Councillors Mrs S Hibbert, Mrs C Bowden,

J Gurney, T Parker to meet on the 12th April. A report to be made to Estates & Amenities Committee on the 14th April.

2. Delegated powers to be given to Estates & Amenities Committee to take decisions regard events.

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.

258/09 MANOR RESIDENTIAL HOME

The meeting finished at 3.55pm

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 14TH APRIL 2010 AT 6.30pm**

Present:

Councillors	
J Gurney	(Chairman)
D Bishop	(Vice Chairman)
Mrs C G Bowden	
Mrs S Hibbert	
Mrs J Mills	
T Parker	
B J Peacock	
Mrs E Rodway	
K Troup	

Officers: Town Clerk and Town Council Secretary

Apologies: Apologies were received from Councillors J Frankish, D George and B Howells

259/09 MINUTES

Resolved that the minutes of the Estates and Amenities Committee held on the 10th March 2010, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

260/09 MATTERS FOR INFORMATION

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

- a. **Street Collection Permit – Salvation Army Saturday 28th August 2010.**

- b. **Planning Decisions**
 - i. **Ref: 62/41/09/025 – 14 Cross Street, Lynton**

Sub-division of a dwelling to create 2 no units of residential accommodation and associated alterations (part retrospective) As per amended plans 20.908.09 (Full)
CONDITIONAL PERMISSION GRANTED
 - ii. **Ref: 62/41/09/034 – Lyn Valley Art & Craft Centre, Old Methodist Church, Lee Road, Lynton.**

Proposed landscaping to garden area including seating together with new iron railing on top of existing front boundary wall (Full).
CONDITIONAL PERMISSION GRANTED
 - iii. **Ref: 62/41/09/035LB Lyn Valley Art & Craft Centre, Old Methodist Church, Lee Road, Lynton.**

Listed building Consent for the proposed landscaping to garden area including seating together with new iron railing on top of existing front boundary wall (Listed Building).
LISTED BUILDING CONSENT GRANTED

iv. Ref: 62/41/09/038 Lyndale Car Park, Lynmouth

Regulation 3 application in respect of application for variation of condition no 1 (This permission shall be for a limited period only expiring on the 5th March 2010 or before which date the mobile office building hereby permitted shall be removed and the site reinstated to its former condition) of approved planning application 62/41/07/004 to allow extended 3 year period (alteration/lift condition)

CONDITIONAL PERMISSION GRANTED

v. Ref: 62/41/09/039 – 13 Broadmead Gardens, Lynton

Proposed Porch. (Householder)

CONDITIONAL PERMISSION GRANTED

vi. Ref: 62/41/09/040 Moonfleet, Station Hill, Lynton

Erection of conservatory to rear of property and decking.

APPLICATION WITHDRAWN

vii. Ref: 62/41/ 09/041 Buzzards Ridge, Stock Hill, Barbrook, Lynton

Proposed non-material amendment (extension to front of garage by 0.5m) to approved planning permission 62/41/09/019.

PERMISSION GRANTED

viii. Ref: 62/41/09/042 The Old Chapel, Sinai Hill, Lynton

Proposed non-material amendment (re-building instead of renovating the Projectionist's house, 4 no. first floor windows from curved heads to straight ones and the change in the number of opening lights on 4 no. front elevation windows from 2 lights to 3 lights) of approved planning application 62/41/09/026

PERMISSION REFUSED

ix. Ref: 62/41/10/002 The Old Chapel, Sinai Hill, Lynton

Proposed non-material amendment (change 4 no. first floor windows from curved heads to straight ones) of approved planning application 62/41/09/026.

PERMISSION GRANTED

x. Ref: 62/41/10/003 The Old chapel, Sinai Hill, Lynton

Proposed non-material amendment (re-building instead of renovating the Projectionist's house and the change in number of opening lights on 4 no front elevation windows from 2 lights to 3 lights) of approved planning application 62/41/09/026.

PERMISSION GRANTED

xi. Ref: 62/41/10/005 Brackenrigg, Station Hill, Lynton

Proposed Conservatory

PERMITTED DEVELOPMENT

Members queried planning decision 62/41/09/042 and the Town Clerk outlined the past history to their satisfaction.

261/09 MATTERS FOR RECOMMENDATION

1. Farmers Market– request for reduction in hire charge

The Town Clerk outlined the background to this request and after discussion it was **RECOMMENDED**

≡ A copy of the letter received from the Farmers Market be sent to members

≡ The item be placed as a confidential item on the agenda for Policy & Finance Committee to consider.

2. The Exmoor Society Spring Conference Friday 30th April – invitation to attend.

Councillor Hibbert was hoping to attend this conference and it was

RECOMMENDED

≡ Any other Councillor able to attend to contact the Town Clerk.

3. Request from Lynton & Lynmouth Sailing Club to display cups, shields, badges etc. in Town Hall

Members discussed the request from the Sailing Club to display cups, shields, badges etc., in the Town Hall in a suitable cabinet and it was

RECOMMENDED

Permission be given subject to the Sailing Club being responsible for the security of the cabinet and no claim would be allowed against the Town Council for any loss or damage etc., to these items.

4. Road Sweeper – schedule of works attached (referred from Full Council 25.03.10)

A list of the scheduled works have been circulated to members and after discussion it was

RECOMMENDED

The Town Clerk write to Simon Green stating that in the opinion of the Town Council the schedule as exists is impossible to deliver, the schedule is not being adhered to and over the Easter period the cleaning was non existent and members would like to see a vast improvement by the end of May.

5. Goat Intrusion into Lynton – discussed at Annual Meeting of the Parish.

The Chairman outlined the background of the goat intrusion and what had been discussed and agreed at the Annual Meeting of the Parish in March 2010. The Town Clerk had spoken to Surrey Wildlife Trust who were unable to take 12 billies now but would still be willing to take goats in June when the proposed roundup had been suggested. He went on to inform members that the fencing panels had arrived and the marauding 12 billies would be herded into this area and disposed of should no suitable alternative be found.

The Mayor reminded members of a decision made at Special Council 05.04.07 and the Town Clerk was asked to confirm that these minutes had not been superseded and if necessary call a Special Council Meeting before Policy & Finance meeting in April 2010. Members were also concerned at what action should be taken should the Surrey Wildlife Trust not take all the goats but no decision on this could be taken until after the roundup in June.

It was expressed that thought should be given to bringing the date of the Annual Meeting of the Parish forward by one day to allow recommendations at this meeting to be ratified at full Council the following day. It was

RECOMMENDED

The possibility of bringing the date of the Annual Meeting of the Parish forward by one day to allow recommendations at this meeting to be ratified at full Council the following day be placed on the agenda for the next meeting of Policy & Finance Committee to consider.

6. Sir George Newnes Centenary Commemoration (delegated powers given to Estates by Special Council 01.04.10)

Councillor Bowden reported that a meeting had taken place between the sub-committee and members of the cliff railway and Lynton & Barnstaple railway. It had been proposed to hold the celebrations on 9 June 2010 and to start with a simple ceremony in Longmead Cemetery (the burial place for Sir George Newnes) followed by the laying of wreaths, light lunch, cream teas, bus ride to the railway etc culminating in a ride down the cliff railway and the burying of a time capsule before a ending with a street party in Lynmouth.

It had also been suggested that a commemorative medal be struck for the children of Lynton & Lynmouth School who would be invited to take part in the proceedings along with a host of other organisations. These were preliminary details and further details would evolve as the arrangements took place.

RECOMMENDED

The plans so far be approved.

The meeting of Estates & Amenities Committee scheduled for the 9 June 2010 be moved forward one day to accommodate the celebrations.

7. Possible terminus location for the Lynton & Barnstaple Railway in Lynton.

Councillor Hibbert informed members that she had been in touch with Lynton & Barnstaple Railway who would like to form a working party which would involve Exmoor National Park, the Town Council etc. It was

RECOMMENDED

Councillor Hibbert to arrange a meeting between Lynton & Barnstaple Railway company, a representative of the Exmoor National Park and Councillor J Gurney to come up with a criteria list. This then to be followed by public consultation with Lynton & Barnstaple Railway company.

8. Decision Register

- Holman Park – moving on, hope to have planning application within a month, price obtained for steel work.
- Hydro- electric project – Full report going into the Lyn Valley News next month.
- Sir George Newnes Medal Board – arrived and to be installed in main foyer, some lighting may be needed.
- Handrail outside TIC – TIC requested to pay for installation but declined. Councillors T Parker & B Peacock to design a suitable hand rail.
- Crockery – Councillor Peacock and Town Hall supervisor sorting.
- Bar – Councillor Parker expressed disappointment that the Lions were not take this further. Councillor Parker to make some suggestions.
- Structural Survey – quotations received and to be discussed at April policy & Finance committee.
- Decoration and cleaning of main hall – to be considered at budget time in May.

It was noted that Councillor Peacock and the Town Hall Supervisor had made an excellent job of decorating the men's toilets. It was suggested that the two toilet pans removed from these toilets could have a resale value.

9. Town Clerk's report and Questions to the Town Clerk.

The Town Clerk reported:

1. An incident involving a small fire had taken place on the forecourt. The Police had been informed and knew the perpetrators.
2. Sir George Newnes Medal Board had arrived.
3. Don Pratt, NDC Monitoring officer was retiring at the end of May, the Mayor to send a card expressing the best wishes of the Council.
4. A request had been received from NGA to catalogue the pictures in the Town Hall free of charge, the Town Clerk to talk to the organisation further.
5. The appointment of the outside labourer had been made and the Town Clerk informed members how impressed the interviewing panel had been with all the candidates.

Questions to the Town Clerk:

1. Dog waste bins – a list was available and it was
RECOMMENDED
This item be placed on the agenda for next meeting of Policy & Finance Committee.
2. Children congregating on Town Hall Steps were making a mess and it was
RECOMMENDED
The possibility of acquiring a pressure washed be placed on the agenda for Policy & Finance Committee to consider.
3. Councillor Mills suggested starting an archive with regard to the paperwork the volunteers were sorting out and Barnstaple Museum were willing to show them how to start this. The Town Clerk informed members that the papers could be sent to the storage office.
4. Goats – Some members expressed concerns that they could not visit the Surrey Wildlife Trust to see where the goats would be going and also their welfare, the need for an independent witness and/or a representative from the RSPCA etc., to attend and also advice they had received from DEFRA. After some discussion it was
RECOMMENDED
The Town Clerk look further into the advice received from DEFRA.
5. Old Chestnut Trees, Cemetery – to be placed on the agenda for Policy & Finance Committee to consider.
6. Barbrook Toilets – agreement signed and back with solicitors.
7. The condition of the pavement between Londis and the Studio was reported.
RECOMMENDED
Town Clerk to make County aware of this problem.
8. Parking Holman Park – the question of signs on match days etc., was discussed and it was
RECOMMENDED
This item be placed on the agenda for the next meeting of Estates & Amenities Committee to consider,
9. Replacement Basket ball nets – in the budget and probably to be built ‘in house’
10. The question of ownership of the recycling centre was mentioned and the Town Clerk informed members that this was owned by North Devon Council and was subject to the off street parking order.
11. Waste bin Valley of Rocks – the Town Clerk to look into the replacement of the burnt out waste bin.
12. Councillor Troup apologised that nothing further had been done with regard to the proposed drop in centre but he had been unwell.
13. Town Hall Kitchen – a complaint about the kitchen ‘not being fit for purpose’ to be referred to the Town Hall refurbishment Committee.
14. The Town Clerk was requested to add the condition of pavements in Lynmouth Street to the list when reporting pavements to County.
15. A report of a car parking on the Foreshore was submitted. The need to find a more user friendly deterrent was briefly discussed.
16. A report of an A Board from Rock House on the steps of Maybridge was received. Town Clerk to check.
17. Town Clerk to instigate an audit of A boards by Exmoor National Park.
18. Steps on Maybridge need painting.
19. Lynbridge Car Park – members briefly discussed the present position and it was
RECOMMENDED
An update on this item be placed on the agenda for the next meeting of Policy & Finance committee.

262/09 MATTERS UNDER DELEGATED POWERS

a. Planning

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.

Councillor Gurney left the room and Councillor Bishop took the chair for this item only

1. Ref: GDO 10/04 – Land at Barbrook, Lynton

Proposed track (700m x 2.5m)

RESOLVED

To recommend approval

Councillor Gurney resumed the chair

2. Ref: 62/41/10/012 Woolhanger Manor, Parracombe

Proposed change of use of manor to include full residential use, guest house, corporate meetings, musical events, exhibitions, charity functions, weddings and the use of an overspill car park facility.

RESOLVED

This application be deferred to Policy & Finance Committee following a meeting with the Planning Officer at 12.30 on that day.

Adjoining Parish

Ref: 62/43/10/002 Woody Bay Station, Martinhoe Cross, Parracombe (Application refers to adjacent parish)

Proposed covered rolling stock storage area for railway equipment used on miniature railway (162m)

RESOLVED

To recommend approval

263/09 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

Members were concerned that Lloyds Bank was once again closed on a Tuesday after a bank holiday Monday when assurances had been given that the bank would open on those Tuesday following a bank holiday Monday. After a discussion it was

RECOMMENDED

The Town Clerk write to Lloyds Bank asking them to come to a meeting with Councillors and the Community to discuss their opening times etc.

The meeting closed at 8.35pm

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 21ST APRIL 2010 AT 6.30PM

Present: Councillors

D George (Chairman)
B J Howells (Vice Chairman)
D Bishop
Mrs C G Bowden
Mrs S Hibbert
T Parker
B J Peacock
Mrs E Rodway
K Troup

Officers: Town Clerk and Town Council Secretary

Apologies: Apologies were received from Councillors Dr J Frankish, J Gurney and Mrs J Mills.

264/09 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 17th March 2010, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

265/09 MATTERS FOR INFORMATION

There were none

266/09 MATTERS FOR RECOMMENDATION

a. Town Hall – quotations for condition survey

The Chairman moved that this be treated as a confidential item.

b. Town Council Web Site

The Town Clerk informed members that the domain name had been secured and that he had spent a considerable amount of time looking at other council's web sites. He briefly explained what would be needed of the Council's web site and the need to keep it user friendly. It was

RECOMMENDED

The Town Clerk obtain quotes locally for the creation of a Town Council web site which enabled the Council staff to 'upload' data.

Decision Register

As attached to the agenda for members attention.

- Crockery – no movement
- Bar – Councillor Parker spoken to Roland Gold of the Lions who would enquire if the Lions were still interested in helping with the provision of a new bar.
- Drop in Centre – Councillor Troup to arrange a meeting with Councillors Mills and Frankish who were away at present.

Town Clerk's report and Questions to the Town Clerk

The Town Clerk reported:

- i. The Town Hall supervisor would be painting the safety/visibility strips on the Town Hall steps within the next few weeks.
- ii. The Built Environment Officer for North Devon Council had made two requests;
 1. A request had been received from Exmoor National Park to extend the agreement to place the portacabin in Lower Lyndale Car Park from one year to two years. Members discussed this application as an extension had already been given and they were concerned at the time the project was taking. Councillor Hibbert informed members that a project manager was to be appointed imminently and that the project would be moving apace. After much discussion it was

RECOMMENDED

- The Town Clerk write to North Devon Council agreeing to a two year extension with the condition that a full sized hoarding be erected explaining to the public what was happening.
 - The Town Council to be consulted on the size and wording to go on the hoarding.
 - Councillors Mrs S Hibbert and Devon County Councillor Mrs A Davis to keep members updated on progress.
2. Holman Park – North Devon Council would like confirmation that the Town Council were happy the ownership of this Park to return to them. Members discussed the implications of this proposal and also the whereabouts of the foundation Grants and the amenity provision to Holman Park of the Recycling Centre. After discussion it was

RECOMMENDED

That the Town Council take back ownership of Holman park from North Devon Council together with the foundation grant that accompanied the title, and the financial provision already agreed within the agency budget for the play equipment there as discussions within the community on the type of equipment required were advanced.

- iii. The Town Clerk updated members on the current position with regard to the Joint Consultative Agency Agreement and explained that discussions with Mike Mansell and Steven Hearse were progressing well and no insurmountable problems had arisen. He then went on to state his view of the timescale for the conclusion of negotiations as Mid September 2010. It was

RECOMMENDED

A copy of the latest draft JCG minutes be circulated to members with their agenda and booklet for full Council.

- vi. The Town Clerk informed members that a problem had been found with the rain water drainage on the roof at the rear of the Town Hall. Renewing the lead flashing and replacing the rotten barge board, together with repairs to the down water pipe to the west of the Town hall work would cost less than £1000 but he would let members know the full cost when it was known.

RECOMMENDED

That the work proceed as soon as possible

Questions to the Town Clerk

1. Councillor Howells congratulated the Mayor and Town Hall Supervisor for the excellent work they had done to the gents toilets in the main hall.
 2. A complaint of dog fouling on the Manor was discussed.

3. In answer to a question regarding progress on the Manor Play equipment site, the Town Clerk explained that due to shortage of staff and the weather this had been delayed. However, the area would be open for may bank holiday and then closed to enable the work force to renew the aerial slide and for the new safety surface to be installed.
He informed members also that it would soon be time to look at the condition and type of safety surfaces in general.
4. Members expressed concern that the escape road on Lynmouth Hill was being obstructed by vehicles belonging to contractors doing tree works. The Town Clerk informed members that Exmoor national Park were aware of the situation but he would inform highways that vehicles were obstructing the escape road.
5. In answer to a question as to when both putting greens would be open the town Clerk undertook to check this.
6. It was reported that following a report of the toilets at Holman Park being unlocked, these toilets had now been locked.

267/09 MATTERS REFERRED FROM ESTATES AND AMENITIES

a. Farmers Market, request for reduction in hire charge

The Chairman moved that this be treated as a confidential item.

b. Annual Meeting of the Parish – change of meeting day.

The Town Clerk explained that a request had been made to move the Annual Meeting for the parish back by one day (to the Wednesday) to enable full Council to discuss any recommendations from that meeting the following day and not leave it a full month. Members discussed the request and

RECOMMENDED

- i. The day of the Annual Meeting be moved back one day to the Wednesday before full Council on the Thursday.
- ii. The time of the Annual Meeting of the parish be changed to 7pm.

Sir George Newnes Centenary Commemoration

Councillor Bowden informed members of progress so far and requested Councillors to consider a financial donation towards the celebrations together with use of the main hall for a cream tea and use of the manor Ground for parking. After discussion it was

RECOMMENDED

- i. No charge should be made for use of the Town Hall for the Sir George Newnes celebrations.
- ii. Money be made available from the existing grants budget of up to £500 for Sir George Newnes commemoration events.
- iii. Use of the Manor Grounds for parking, as one of the 28 days, be allowed from 12 noon to 11pm on the 9 June 2010.

Purchase of Power Washer

RECOMMENDED

A good quality power washer be obtained and kept at the depot for general use.

Update on Lynbridge Car Park

Members were updated on the present position with regard to Lynbridge Car Park, the Residents Association and North Devon Council. Emails had been sent to both the Mayor and Councillor Hibbert who were attending a meeting with the Residents

Association the following Wednesday and the Town Clerk offered to attend this meeting with them.

Planning:

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

Ref: 62/41/10/012 Woolhanger Manor, Parracombe

Proposed change of use of manor to include full residential use, guest house, corporate meetings, musical events, exhibitions, charity functions, weddings and the use of an overspill car park facility.

The planning officer sent his apologies that he had been unable to attend a meeting to discuss this application and after discussion it was

RESOLVED

The Town Council could make no comment on this application until such time as the interpretation of what was agreed in the 2003 application was resolved.

268/09 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT

The Financial Statement for March 2010 was tabled and after discussion on the details of the report it was

RESOLVED:

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

b. SEASONAL UNDERTAKINGS

The statement of income for March 2010 was tabled and it was

RESOLVED

That the report be noted and a copy attached to the minutes.

c. 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.

d. PLANNING APPLICATIONS

There were none.

e. RENTAL INCOME (it is likely that the chairman will move this be treated as a confidential item)

269/09 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.

270/09 MATTERS FOR RECOMMENDATION

Town Hall – quotations for condition survey

271/09 MATTERS REFERRED FROM ESTATES AND AMENITIES

c. Farmers Market, request for reduction in hire charge

272/09 MATTERS UNDER DELEGATED POWERS

d. Rental Income

The meeting closed at 8.12 pm

Chairman

LYNDON & LYNNMOUTH TOWN COUNCIL

FINANCIAL STATEMENT - MARCH 2011

Cash Balance as at 28th February 2011		<u>£168,188.51</u>
Receipts		
Bank Interest	228.01	
Power Co. 11/11	1,224.00	
Community Tax	23.00	
Car Park Space Tickets	5,502.00	
Car Park Parking	1,144.00	
Resident's Fees	8,124.00	
Local Property Agency - Grants	1,554.00	
Subsidies	162.72	
Leisure/Service Mails	485.75	
Total Receipts		26,979.48
Payments		
March Payments (Cheque 7116 on 21/3)	8,089.00	
March Salaries Cost	5,491.50	
Total Financial Direct Costs	542.58	
Other Cash payments	53.52	
Total Payments		14,176.60
Closing Cash Balance 31st March 2011		<u>£354,617.55</u>
Bank Reconciliation		
Balance as per Bank Statement		
Current Account	77,736.41	
Banker Interest	170,570.64	
Small Payments - Current Account	276,405.00	
	<u>1,124,712.05</u>	
Add: Receipts not banked	40,000.00	
Government Aid - Grants	(90,094.50)	
Bank Balance	<u>1,074,617.55</u>	
Balance Payments	7,000.00	
Prey Costs	(1,999.99)	
	<u>1,065,617.55</u>	

NOTE: the closing cash balance includes committed funds and other liabilities

This is a financial statement for informational purposes and does not include the amount of money the town and district councils have available for capital schemes as it takes no account of liabilities (pre-emptive) projects (like houses) or other budgeted income and expenditure. It also includes transactions completed in the course of capital programs and other budgets.

LYNDA & LYNDIE TOWNS COUNCIL
STATEMENT OF REASONABLE UNDERTAKINGS
INCUMR - MARCH 2010

Year 2009	Min 2010		2008/09	2009/10	\$ Variance
\$	\$		\$	\$	
		Agency Car Parks			
1,798	1,494	Cross Street	31,511	41,970	10
1,691	1,397	Rosehill Meadows	17,315	17,272	-16
79	1,007	Lapan Road	8,196	24,476	16
2,156	2,197	Lower Lyndie	23,222	25,475	2
1,007	626	Upper Lyndie	17,427	7,195	-102
911	1,072	Woolman	21,15	23,84	2
10,025	8,761		204,169	240,519	39
		Actual Total 2008-09 & Target 2009-10	204,169	240,519	39
		Season Tickets			
0	0	General	7,278	3,283	-4
0	354	Weeks	1,520	4,116	120
117	1,118	Year Day	1,030	20,553	1
111	318	12 Month	2,222	3,552	-4
2,298	1,778	Total	10,050	21,404	-19
		Actual Total 2008/09 & Target 2009/10	10,050	21,404	-19
		Town Car Park			
9,88	1,19	Entry & Exits	11,595	20,001	1
0	0	Motor Vehicles	1,777	7,513	-7
		Actual Total 2008-09 & Target 2009-10	11,595	11,500	-1
		Launce National Park			
229	0	Parking Fees	2,315	4,317	-128
		Minor Projects Group			
0	0	Leisure	1,087	12,112	12
0	0	Soft Drink etc.	19,14	1,18	-1
0	0	Other	925	172	-1
0	0	Subsidy	21,727	23,215	126
0	0	Total	32,049	40,340	122
		Actual Total 2008/09 & Target 2009/10	32,049	37,591	-4

NOTES

1. All figures shown net of GST.
2. Actual 2008/09 figures set in Budget 2008/09 and are the following year's actuals.
3. All amounts are in thousands of dollars unless otherwise stated.
4. Target figures for April 2009 and April 2010.
5. Details of "Think Free" programme on page 22 of the 2009/10 Budget.