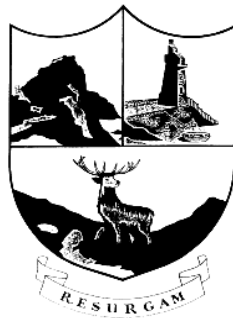


***LYNTON AND LYNMOUTH
TOWN COUNCIL***



Q
QUALITY TOWN COUNCIL

COUNCIL MEETING

***THURSDAY
17th December 2009***

***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 26TH NOVEMBER 2009 AT 2.30PM

PRESENT: **Councillors:**
Mrs C B Bowden (Deputy Mayor)
D Bishop
D George
J Gurney
Mrs S Hibbert
B J Howells
Mrs J Mills
Mr T Parker
Mrs E Rodway
K Troup

Officers: Town Clerk

Apologies: Were received from Councillors B Peacock and Dr J Frankish

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

The meeting opened with prayers led by Councillor Mrs S Hibbert

PUBLIC QUESTION TIME

Prior to the commencement of the formal Council Meeting, the Deputy Mayor adjourned the meeting to enable the general public to ask questions of the Council.

There being no members of the public present and no questions, the Deputy Mayor reconvened the meeting.

148/09 MINUTES

RESOLVED

The Minutes of the Council Meeting held on the 29th October 2009, copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

149/09 MATTERS ARISING FROM COUNCIL MINUTES

There were none

With members permission the Deputy Mayor moved agenda item 11 Police Report to this point in the meeting.

150/09 POLICE REPORT

The Deputy Mayor welcomed PC Martin Beck and congratulated him on his Police Commendation for an incident in Lynmouth some one year to 18 months ago. PC Beck reported that there had been no crimes in the last 30 days which compared with 1 crime in the corresponding period in the previous year.

He made two further comments regarding:

- The use of quad bikes for recreational purposes is causing a problem in outlying areas as they are both a nuisance and causing damage. The police were taking action to combat this.
- The uniform for the PCSO's will be changed with the introduction of black polo shirts and a different designated hat. The financing for the PCSO's is ring fenced until 2011.

The Deputy Mayor thanked PC Beck for his report and invited questions from Councillors:

1. PC Martin Beck undertook to investigate the ownership and what could be done about the car that was parking at the bottom of the steps by the Steps Restaurant in Lynton and would take the necessary action.
2. In answer to a question regarding the response time of mobile units, he agreed that the target response for a vehicle attending an incident in Lynton, when it was originally in Ilfracombe, would be difficult if not impossible to meet. He went on to explain the targets that the police response units were expected to meet.

County Councillor Mrs A Davis arrived at this point in the meeting and apologised for her late arrival.

3. In answer to a question PC Beck reminded Councillors that it was now force policy that the assault protection suits (stab vests) should be worn by all Officers on leaving Police offices.

151/09 COMMUNICATIONS

There were none

152/09 OUTSTANDING BUSINESS

There was none

153/09 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.

Estates & Amenities Committee

11th November 2009

Minutes 163/09 – 167/09

There were no comments

Policy & Finance Committee

18th November 2009

Minutes 168/09 – 173/09

Minute 170/09 Matters for Recommendation (a) Suggested Amendments to Financial Regulations. There being no further amendments suggested to the Financial regulations, it was

RESOLVED

That the Financial Regulations be considered by January Council to enable the statutory months period between the Council's consideration of the recommendations and their formal adoption.

NB. It was noted that due to the Christmas period, December Council would not allow the statutory months grace for consideration.

Minute 171/09 Matters Referred from Estates & Amenities (a) Future of Abbeyfield and Lydiate Lodge. It was noted that it was a requirement of the Code of conduct adopted by this Council that members left the room having declared a prejudicial interest unless they were able to advise the Council of any specific information that was not generally available in the public arena.

154/09 TOWN HALL RENOVATION WORKS

The Town Clerk tabled a statement of expenditure, a copy of which his attached to these minutes, he took members through the details and stressed that the final bills had not yet been received and that a full statement would be taken to the first available Policy & Finance Committee after the final bill had been settled. The Town Clerk stated that he was cautiously optimistic that the projects had been completed within the quoted prices apart from issues that had been identified during the conduct of the works.

RESOLVED

The report be noted.

155/09 REPORTS FROM OTHER COUNCIL COMMITTEES

There were none

156/09 MOTIONS

There were no motions.

157/09 QUESTIONS

There were no questions.

158/09 NORTH DEVON COUNCIL

Report of the North Devon Councillor

The North Devon Councillor tabled the following report and spoke on it.

I regret that due to district council meetings I have been unable to attend either committee meeting this month. On one occasion we had a briefing about the allocation of social housing. As discussed previously the affordable housing recently acquired is covered by a 106 agreement and is for local needs and will only be allocated to those who meet the requirements of ENPA planning department. The older social housing in Lynton, when it becomes available, will be widely marketed and will also appear on a website from next January for those looking for accommodation. They will be able to bid for a property but it will be carefully measured by area, need and availability.

Another briefing was a presentation by North Devon + and a copy of the presentation is tabled for your attention. It is a continual concern that the tourism industry is not getting the amount coverage by this organisation which was given by the North Devon Marketing Bureau. I have talked to Steve Pitcher about this and hope we shall hear more on this subject in the New Year.

The letter we received from "Abbeyfield" was very disappointing and the quotation from the DCC older persons strategy stating "the local population projections reveal that there will be limited demand for very sheltered housing of the type provided by Abbeyfield, within Lynton both now and for the foreseeable future" is a statement no authority should feel confident in making!

To say the last full council meeting at NDC was lively would be a slight understatement and I think there will be many more before the general election next year! Obviously any over expenditure at this time of recession will affect us all and we can only hope a damage limitation exercise has already swung into action.

I believe I actually heard Exmoor National Park mentioned on “Spotlight” the other night! They were referring to the authorities wish for “dark skies” status and I was pleased that on Monday I had asked that the Manor lights be turned off earlier in an evening over the winter period.

Both Blackpitts and County Gate information centre are being advertised this week and I believe there will be huge interest in one and not enough interest in the other. Let us hope both properties find worthy and caring tenants.

Questions to the North Devon Councillor

- Concern was expressed at the amount of rubbish dropped from the recycling van in the Watersmeet area and Councillor Mrs Hibbert undertook to convey Councils concern to the Direct labour unit. Comments were also expressed at the number of containers now in use for rubbish.
- It was noted that areas of Lynton & Lynmouth were still not getting the full recycling collection service and in answer to a question, members were reminded that the rubbish is actually separated within the lorry which seems to create the perception in some people’s mind that it is not separated at all.

159/09 REPORT OF THE DEVON COUNTY COUNCILLOR

Councillor Davis reported as follows:

- **Recruitment** – there is a ban on recruitment at Devon County Council unless the post is front line Social Services.
- **Road Maintenance Budget** is now £220 million.
- **School Funding** on a like for like basis for Devon is ranked 148 out of 150.
- **Young Carers.** An event for young carers had been arranged at the Calvert Trust. The vent was aimed to restore some of the life experience lost by young carers responsible for either siblings or adults.
- **Watersmeet Road** *Councillor Julian Gurney declared a prejudicial interest in this matter as he is employed by the owners of the land where the rock slip emanated from. He left the room and did not speak or vote thereon.*
County Councillor Mrs Davis outlined the present position regarding Watersmeet Road stating that although a road closure for 5 days had been obtained, they hoped that Watersmeet Road would be open by midday on Friday 27 November.

The Town Clerk to table a copy of county Councillor Mrs Davis report at Estates & Amenities Committee on the 2nd December 2009.

Questions to the Devon County Councillor

1. Councillor Mrs Davis confirmed that she is the Chairman of the Traffic Management Group and that they would be meeting again on the 26 February 2010. it was noted that although the temporary solution to parking outside Holman Park seemed to be working quite well, there was still some obstruction being caused by either attendees or match players during match days.
2. A Councillor complained that the speed restrictions seemed inappropriate and after discussion it was agreed that this would be raised again at Traffic management Group.
3. The information signs regarding road works at Lynbridge were causing a traffic problem at Directions Corner and the County Councillor undertook to get these looked at.

4. In response to a question the County Councillor undertook to endeavour to get the Barnstaple Bus service linked with the Ilfracombe to Minehead bus service at Lynmouth. It was noted that the buses were dirty and poorly maintained.
5. It was noted that the youth service open night in the twin villages had been reduced to one night per week (from two) which was a poor service. County Councillor Mrs Davis to contact the local youth service leader.

160/09 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

Councillor Mrs Hibbert as chair of the Community Development Trust reported as follows: The last meeting of the Trust was Monday 23rd November when we welcomed Phil Taylor who we hope will be voted on as a director at our AGM on Monday 11th January 2010. At this meeting there will also be a report on our bid to NDC for funds and officer support, for our Hydro project, on Tuesday 8th December.

161/09 REPORT OF THE TOWN CLERK

Report of the Town Clerk

1. The Town Council Secretary (Mrs Y Webber) should be back at work the following week.
2. He reminded members of the present situation regarding negotiations for renewal of the Agency agreement and the next meeting of the Joint Consultative Group.
3. He reminded members that the meeting cycle in December had been brought forward to take account of the Christmas break.

Questions to the Town Clerk

1. The Town Clerk confirmed that Barbrook Toilets were open at the moment and that the water usage by the Town Council was on the agenda for December Estates Committee.
2. It was noted that the Town Council's meeting dates contained in the Lyn Valley News were incorrect.
3. In response to a question, the Town Clerk confirmed that he had not been contacted regarding the proposed reduction in the operational status of the Chivenor helicopter. It was

RESOLVED

- The Town Clerk to write to Nick Harvey supporting him in any action he was taking to ensure that the present level of service continued and also write to the relevant organisations lobbying for the service to continue.
4. The Town Clerk to look at the possibility of taking out an advert in the Wedding Ring publication and report to Estates & Amenities Committee.

162/09 REPORTS FROM OTHER COUNCILLORS

Councillor D George advised Councillors that they were meeting with the Youth Forum at 5.30 on the 26th November.

163/09 ANY OTHER URGENT BUSINESS

There was none

Meeting closed at 3.38 pm.

Chairman

TOWN HALL REFURBISHMENT HEATING ETC

Expenditure to 20 November

		VAT
Main Hall floor	25000.00	3750.00
additions	2546.71	382.01
timber inspection	280.50	0.00
additional timber	2810.87	421.63
floor sanding etc	3600.00	0.00
Asbestos survey & removal	2540.00	381.00
Additional work - boiler room	1174.00	176.10
Interim payment re heating	<u>25000.00</u>	<u>3750.00</u>
	62952.08	8860.74
 Add		
Balance re heating not yet invoiced	24415.00	3662.25
Extras not yet invoiced - say	5000.00	750.00
	 <u>92367.08</u>	 <u>13272.99</u>
Total		
Add VAT	<u>13272.99</u>	
TOTAL COST	<u>105640.07</u>	

Funds available	
Residents Association	35000
Capital receipts	38000
Town Hall Refurb Fund	51000
Town Hall Maintenance	<u>20000</u>
	144000.00

New Chairs	11091.00	1663.65
Plus Vat	<u>1663.65</u>	
	12754.65	
Met from General Fund	5000.00	
Donations	4000.00	
	<u>9000.00</u>	
Balance from Manor Parking	<u>3754.65</u>	

b. ZIG ZAG FOOTPATH SOLAR LIGHTS – RESPONSIBILITY FOR MAINTENANCE.

The Town Clerk outlined the contents of a letter received from a local resident regarding the solar lights on Zig Zag footpath. The resident was concerned that the responsibility for maintenance of the solar lights be established. After discussion, it was

RECOMMENDED

1. The Town Clerk write to Mr Allan recommending that he receives assurances on future maintenance of the solar lights from the County Council Lighting Department as it is not the responsibility of the Town Council who have insufficient funds to take over this work.
2. A copy of this letter be sent to County Councillor Mrs A Davis.
3. Councillor Howells to talk to Mr Allan regarding the possibility of the fault being a lack of charge in the batteries and a cost effective solution for solving this problem.

c. LYNMOUTH STREET LIGHTING - LETTER

A letter had been circulated with the agenda regarding the brightness and lighting times of the lights in Lynmouth. Reference was made to Exmoor National Park's application for 'dark skies' status and the affect of the lights on Lynmouth of this aspiration. After discussion it was

RECOMMENDED

The Town Clerk write to North Devon Council recommending:

1. That in general, the street lights in Lynmouth be switched off at midnight.
2. Before this is done, consultation take place with the Town Council as some lights perform a valuable security service.

d. WATER CONSERVATION – PUBLIC TOILETS

Members discussed the level of charges for flushing the public toilets in Lynton & Lynmouth and it was

RECOMMENDED

The Town Clerk contact North Devon council seeking their permission to commission a survey by a local plumber on ways of cutting back on water charges

e. DECISION REGISTER

Members considered the Decision Register which had been attached to the agenda and updated items.

f. TOWN CLERKS REPORT AND QUESTIONS TO THE TOWN CLERK.

1. The Town Clerk tabled a letter from the Police Service requesting an early decision on the possibility of having a repeat fun evening on the 21st May 2010 from 6pm until 9pm

RECOMMENDED

Permission be granted

2. The Town Council's secretary would be back in the office the following day.
3. He was meeting North Devon Council regarding on-street and off-street car parking management issues on the 9th December and the Community Services Manager on the 10th December regarding the possibility of establishing a 'one stop' shop.
4. A copy of Devon County Councillor A Davis' report attached.

Questions to the Town Clerk:

Councillors asked questions regarding:

1. Barbrook toilets opening hours – the Town Clerk reminded members that their responsibility for the toilets had ceased at the end of November and that opening hours were now the responsibility of the Group who had taken over control of these.
2. He would arrange for a white line to be placed on the steps of the Town Hall to aid people with defective sighting.
3. The renovation of the gents toilets at the Town Hall. The Town Clerk agreed that this was a priority

RECOMMENDED

Town Hall maintenance be placed on the decision register and that the Refurbishment Group meet to establish priorities for work at the Town hall

167/09 MATTERS UNDER DELEGATED POWERS

There were none

168/09 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

1. TOWN HALL WEDDINGS – ADVERT IN ‘WEDDING RING’ PUBLICATION

The Town Council at their meeting in November had resolved to consider the possibility of placing an advert in this new, local publication. The cost for a half page advert was £89.00. the Town Clerk informed members that the cut off date for the publication was within the next few days and that he would be advising the organisers of the Council's decision the following day.

RECOMMENDED

A half page advert at a cost of £89 be placed.

2. BARBROOK TOILETS

The Town Clerk had received a letter from the Town Council's solicitor regarding the contract between themselves and the small group at Barbrook responsible for running these toilets. There was some discrepancies between the suggestions in the draft lease and those approved by the Council which he had taken up through the Council's solicitors.

He also informed members that he would be writing to the Group on the following day reminding them that responsibility for the bills attached to the running costs for the toilets would not longer be borne by the Town Council.

The meeting closed at 7.38pm

Chairman

Lynton and Lynmouth Town Council November 2009 County Councillors Report

Devon's Care Homes

Devon County Council (DCC) currently arranges care in the independent and voluntary sector care homes for approximately 3,860 people and provides care for approximately 600 people in care homes run by Devon County Council.

Devon currently operates 24 residential homes for older people. In April 2009 the in-house residential service cost an average of £901 per bed/week – equating to an annual budget of £23.693m. Current.

Projections indicate that by March 2010 the unit price will have reduced to an average of £775 per bed/week.

This unit price remains higher than the average cost paid to the independent sector.

Generally staffing ratios in homes run by Devon County Council are higher than the independent and voluntary sectors.

DCC commissioned the National Care Home Forum (NCF) to review current staffing levels in Devon's residential homes.

As a result of the review approximately 130 whole-time equivalent Posts may be lost.

The highest proportion of posts affected is at management level with a 40% reduction on current management posts. Non-care posts such as administration could reduce by up to 21% and care by 13% of current numbers.

If implemented, the measures proposed will see a further reduction in the unit cost per person in a DCC care home to approximately £600 which will release resources to provide additional care for more people in Devon.

Staffing Revenue Savings are planned across the DCC and it is hoped this will save the authority £20 million over two years that could mean the loss of 500 jobs

Facts about Devon

- Devon's roads maintenance backlog now stands at £220 million.
- Devon's ageing population
In ten years time there will be 20% more residents over the age of 65.
- **Devon's Schools are under funded compared to the rest of the country/**
We are 148th out of 151 in terms of funding received from central Government .We are one of the largest and most diverse Counties in the Country with some very

deprived rural and urban areas, low average wages and a School Transport bill over £21 million

Devon is the fourth lowest funded area of England for education Devon school children receive £375/pupil/annum less than the national average.

Devon young carers launched with over £300,000 grant award

Devon Young Carers will celebrate its launch at the Calvert Trust Exmoor next Saturday (28 November), as the service welcomes a £300,000 grant from Devon County Council and the Lloyd's TSB Foundation for England and Wales, through its Collaborative Programme. The funding is set to benefit over 2,000 young carers from across the county.

Devon Young Carers will provide a consistent and high quality approach to the way these 2000 young carers are supported. It expects to offer a whole range of services and social events to young carers over the next two years.

The types of services young carers will benefit from include mentoring; drop-in sessions and clubs; school clubs; respite activities; family support; advocacy and information and signposting to other services.

Watersmeet Road

Following a rock fall on Tuesday morning, from National Trust Land, their consultant geologist has requested an emergency closure on A39 Watersmeet until an inspection can take place at 0930 on 25 November. The survey on Wednesday morning means that the road needs to be closed. – until 1 December 2009. It is possible the closure may be lifted in advance of that date. SWH have placed the signs out on the HGV diversion which extends into Somerset.

The resurfacing on Lynbridge Road has been suspended until 1 December. SWH will ensure that route is safe.

All works involved will be on a rechargeable basis to the National Trust.

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE POLICY AND FINANCE COMMITTEE MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 9TH DECEMBER 2009 AT 6.30PM

Present: **Councillors**
 G George (Chairman)
 B J Howells (Vice Chairman)
 Mrs C Bowden
 Mrs S Hibbert
 Mrs J Mills
 B J Peacock
 Mrs E Rodway
 K Troup

Officers: Town Clerk and Finance Officer

Apologies: Apologies were received from Councillors D Bishop, Dr J Frankish & J Gurney.

169/09 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 18th November 2009, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

170/09 MATTERS FOR INFORMATION

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

- a. **Village Green December issue**
 Available for members in the general office

- b. **Planning Decisions:**
 - i. **Ref: 62/41/09/003 The Old Sawmills, Barbrook**
 Proposed sub-division of 1 dwelling to form 2 dwellings
 APPLICATION WITHDRAWN
 - ii. **Ref:62/41/09/024 Top Lodge, Lee Abbey**
 Installation of a new septic tank (Full)
 CONDITIONAL PERMISSION GRANTED
 - iii.**Ref: 62/41/09/027 Lynton Post Office, Lee Road, Lynton**
 Alterations and additions, including balcony, to create first floor living accommodation (renewal of 62/41/06/032). (Full)
 CONDITIONAL PERMISSION GRANTED

a. Budget Review 2009/10

i. Town Council

ii. Agency

Members had been circulated with a summary of the budget reviews for both the Agency and Town Council prior to the meeting. The Finance Officer briefly outlined the main points and answered questions from members on the detail of the reviews.

In particular it was stressed that there was a need for caution when preparing programmes for the future as the recent works to the Town Hall had used money gained from the sale of assets which could not be repeated.

RECOMMENDED

- The budget reviews as attached to the signed copy of the minutes be accepted
- A 'brain storming' session be held in January to help formulate future programmes for the Authority.

b. Review of Charges for 2010/11

Copies of the review of charges had been distributed prior to the meeting.

Councillor B Howells declared a prejudicial interest in the preferential car park rates for hoteliers as he is the owner of a hotel in Lynmouth. He left the meeting and took no part in the debate or spoke thereon

i. Car park Charges

After discussion it was

RECOMMENDED

That no increases be made and that car park charges remain the same as for 2009/2010.

ii. Other Charges

Copy of the review of charges had been distributed to members prior to the meeting and the Finance Officer and Town Clerk answered questions regarding the detail.

RECOMMENDED

- The charges as attached to a signed copy of these minutes be adopted.
- The charge for weddings already booked and where a deposit has been paid, remain at the price quoted.
- The question of the purchase of additional crockery to be placed on the agenda for the next meeting of Estates & Amenities Committee.

Members thanked the Finance Officer for his work on these reports and his work throughout the year

c. Sir George Newnes Medal Board - costs

The Town Clerk had received a quotation for a medal board from Heidi Baker signs for £175.

RECOMMENDED

The quote be accepted.

d. St Mary's Church Lychgate (illustrations on display day of meeting).

The Town Clerk briefly outlined the situation regarding the Lychgate and reminded members of the planning condition attached to the development of the stable site opposite the Valley of Rocks Hotel whereby a 'virtual' pavement would have been a deterrent to further damage to the Lychgate.

RECOMMENDED

- The matter be passed to the Traffic Management Group with a recommendation from the Council that: the restricted waiting areas be re-examined.
- The Town Clerk write to the Church Warden pointing out that the Town Council is not convinced that the erection of signs will solve the problem and that visibility could be improved by the removal of the large bush on the corner opposite the Valley of Rocks Hotel.
- The Traffic management Group investigate the possibility of reducing the glare of spotlights from the Church which might cause drivers to lose visibility.

e. Decision Register

As attached and sent to members.

RECOMMENDED

The register be noted.

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

Town Clerk's report: The Town Clerk reported briefly on the following:

- 1. Holman Park – Basket Ball Hoops –** These had been blown over and damaged in the recent gales and he had arranged for them to be taken back to the depot pending a decision from Councillors as to their future.

RECOMMENDED

The repair for the basket ball hoops be carried out from the Play Equipment Fund for Holman Park.

- 2. Letter regarding Compensation received by a member of the public.** The Town Clerk informed members that he had received a letter thanks for the compensation payment from the lady who had claimed her jumper had been ruined by ink from a pen issued by the putting hut.

- 3. Barbrook Toilets – Conveyance of Building and Management Issues.** The Town Clerk briefly updated members of the present situation whereby:

1. he had agreed with the residents of Barbrook that the electricity supply would be paid by the Town Council until such time as the Christmas Tree lights were switched off in January 2010.
2. he had also agreed that the facility could be reduced on a temporary basis to a unisex facility in the ladies part of the toilet pending the conveyance of the building to the residents group.
3. He also gave members details of the problems raised by the Solicitor for the Barbrook Resident's Group regarding the conveyance whereby it would seem that should the Charity cease to exist in the future, then the property could not revert to the Town Council without a cost being attached.
4. He had arranged for the issue to be placed on the agenda for Full Council when he hoped to have received a reply from the Town Council's solicitors.

Questions to the Town Clerk:

- 1. Pavements adjacent to Lacys'. Gunns and the Indian Restaurant.** The Town Clerk updated members of the current position regarding ownership of these areas of pavement and it was suggested that questions be asked of the County Councillor at full Council regarding ways for these to be improved.

172/09 MATTERS REFERRED FROM ESTATES AND AMENITIES

There were none

173/09 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT

The Financial Statement for October 2009 was sent to members with their agenda, 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 October 2009 was sent to members with their agenda. 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.

Mr D Brooks declared in interest in cheque number 7032

Councillor Mrs J Mills declared and interest in cheque number 7049

Councillor B Peacock declared an interest in cheque number 7051.

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 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.

i. Ref: 62/41/09/036 the Homestead, East Ilkerton, Barbrook, Lynton

Conversion of barn to 2 no. units of holiday accommodation (re-submission of application 62/41/08/027LB & 62/41/08/029)

RECOMMENDED

Permission be reluctantly refused as the application does not concord with the National Park planning policy, although members felt that schemes of this type added to the general prosperity of the area and would normally have been supported by the Town Council

ii. Ref: 62/41/09/037LB the Homestead, East Ilkerton, Barbrook, Lynton

Listed Building Consent for the conversion of barn to 2 no. units of holiday accommodation (re-submission of application 62/41/08/027LB & 62/41/08/029)

RECOMMENDED

Permission be reluctantly refused as the application does not concord with the National Park planning policy, although members felt that schemes of this type added to the general prosperity of the area and would normally have been supported by the Town Council

iii. Ref: 62/43/09/003 Crossways, Parracombe – application relates to adjoining Parish

Erection of a garage

Council had no comment on this application

- iv. **Ref: 62/43/09/04 Woody Bay Station, Martinhoe Cross, Parracombe – application relates to adjoining parish**
Proposed installation of 1 no. red telephone box.
Council had no comment on this application

174/09 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

Ref: 62/41/09/033 Little Plantation, Croscombe, Lynton.

Erection of an agricultural workers dwelling (148sqm) together with the erection of an agricultural building (457 sqm)

The Town Clerk advised members that there would be a site meeting regarding the above application on Wednesday 16 December at 12.30.

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.

175/09 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

Manor Residential Home

The meeting closed at 7.50pm

Chairman

LYNTON & LYNMOUTH TOWN COUNCIL

FINANCIAL STATEMENT - NOVEMBER 2009

<u>Cash Balance as at 31st October 2009</u>		<u>£502,285.61</u>
Receipts		
Bank Interest	11.70	
Town Hall Hire	362.50	
Cemetery fees	0.00	
Car Park Takings	5,220.35	
Car Park Season Tickets	3,311.00	
Manor Takings	10.00	
Manor car parking	0.00	
Miscellaneous Rents	241.00	
Town Hall Chairs donations	1,425.00	
Rechargeable works	3,844.51	
Miscellaneous	100.00	
Total Receipts		14,526.06
Payments		
November payments (Cheques 7007 to 7029)	18,612.56	
November Salaries (net)	10,983.25	
Total Fina Elf- Direct Debit	351.10	
Petty Cash payments	52.78	
Total Payments		29,999.69
<u>Closing Cash Balance 31st October 2009</u>		<u>£486,811.98</u>
Bank Reconciliation		
Balance as per Bank Statements		
Current Account	15,418.84	
Premier Interest	275,508.59	
Short Term Investment Account	200,000.00	
	<u>490,927.43</u>	
Add receipts not banked	0.00	
Less unrepresented cheques	<u>(4,203.83)</u>	
Bank Balance	486,723.60	
Manor Floats	0.00	
Petty Cash	<u>88.38</u>	
		<u>£486,811.98</u>

N.B. the closing cash balance includes committed funds and other liabilities

This is a control document required for audit purposes and does not indicate the amount of money the Town and District Councils have available for capital schemes as it takes no account of liabilities (creditors) and assets (debtors) and other budgetted income and expenditure. That information is contained in the Council's capital programme and annual budget.

LYNTON & LYNMOUTH TOWN COUNCIL
STATEMENT OF SEASONAL UNDERTAKINGS

INCOME - NOVEMBER 2009

Nov 2008	Nov 2009		Cumulative Income		%
£	£		2008/09	2009/10	Variance
			£	£	
		Agency Car Parks			
635	604	Cross Street	31,067	39,190	+26
810	732	Bottom Meadow	38,280	45,505	+19
1,043	1,144	Esplanade	55,523	71,395	+29
1,034	1,123	Lower Lyndale	29,665	32,155	+8
250	291	Upper Lyndale	15,918	20,246	+27
377	316	Watersmeet	<u>18,820</u>	<u>22,398</u>	<u>+19</u>
4,149	4,210		189,273	230,889	+22
		Actual Total 2008/09 & Target 2009/10	204,167	220,000	+8
		<u>Season Tickets</u>			
0	0	Annual	7,208	8,283	+15
0	0	Weekly	1,005	1,489	+48
1,711	2,209	Four Day	13,770	15,486	+12
76	16	24 Hour	<u>2,162</u>	<u>3,271</u>	<u>+51</u>
1,787	2,225	Total	24,145	28,529	+18
		Actual Total 2008/09 & Target 2009/10	30,293	32,500	+7
		<u>Town Car Park</u>			
302	329	Valley of Rocks	15,162	19,121	+26
0	0	Manor Foreshore	4,573	7,813	+71
		Actual Total 2008/09 & Target 2009/10	16,599	16,500	-1
		<u>Exmoor National Park</u>			
0	124	Picnic Area	2,086	4,816	+131
		<u>Manor Putting Green</u>			
14	9	Ice Cream	11484	12142	+6
9	0	Soft Drinks etc.	1914	1981	+4
0	0	Tennis	923	972	+5
54	0	Putting	<u>21,723</u>	<u>25,245</u>	<u>+16</u>
77	9		36,044	40,340	+12
		Actual Total 2008/09 & Target 2009/10	36,045	37,500	+4

NOTES

1. All income shown net of VAT
2. Annual season tickets sold in March are included in the following year's accounts
3. Ice cream and soft drinks shown as gross sales
4. Good Friday 10th April 2009, 21st March 2008 (No Easter in 2008/09)
5. Details of Picnic Area for information only. Shown net of VAT

LYNTON & LYNMOUTH TOWN COUNCIL
POLICY AND FINANCE COMMITTEE 9TH DECEMBER 2009

REVIEW OF CHARGES FOR 2010/2011
WITH EFFECT FROM 1ST APRIL 2010

	2009/10 Current Charge £	2010/11 Recommended Charge £
1. CAR PARK CHARGES		
Last increase 1st February 2009		
All Agency and Town Council car parks		
1 hour	£0.90	No increase
2 hours	£1.80	
3 hours	£2.70	
4 hours	£3.30	
5 hours	£3.80	
Over 5 hours	£5.00	
Season tickets etc.		
24 hours (guest houses & hotels only)	£3.00	No increase
4 days	£11.00	
7 days	£16.00	
Annual season ticket	£75.00	
2. CEMETERIES		
Last increase 1st April 2009		
Purchase grave space	£125.00	£127.50
Excavation:-		
Single 5ft deep	£330.00	£335.00
Double 6ft deep	£390.00	£395.00
Treble grave 7ft deep	£440.00	£445.00
Child under 10 years	£83.00	£85.00
Other Charges		
Re opening for further burial	£275.00	£280.00
Burial of cremated remains	£49.00	£50.00
Exclusive right of burial for cremated remains	£60.00	£60.00
Exhumation exclusive of re-interment	£535.00	£545.00
Right to construct brick grave:-		
Single 5ft deep	Cost plus 50%	
Every extra foot in depth	Cost plus 50%	
For all certificates	£8.00	£8.00

CEMETERIES (cont'd)

Monuments, Inscriptions etc.

Erection of memorial to 6ft high with one inscription	£53.50	£55.00
Erection of kerb surround with or without headstone with one inscription	£53.50	£55.00
Two grave spaces with kerb surround with one headstone and inscription	£53.50	£55.00
With two headstones extra to above	£53.50	£55.00
Erection of flat stone not exceeding 18 ins with one inscription	£53.50	£55.00
Notice on Cemetery Board	£22.00	£22.00

Double fees are payable for the selection and purchase of any grave space for the purpose of erecting a headstone or other memorial and not for the purpose of interment.

All charges are increased by 25% to applicants from outside the Parish boundary with the exception of the Parishes of Brendon and Countisbury

3. HARBOUR

Last increase 1st April 2009

Boatmen's Board Licences	£100.00	£100.00
Mooring Fees (NB. VAT to be added to these charges)		
Commercial boats per foot bow to stern	£6.00	£6.20
Domestic boats per foot bow to stern	£3.00	£3.10

4. ALLOTMENTS

Last increase 1st April 2009

12 months notice must be given to increase rents

Firepans	£17.00	£17.00
Grattons	£17.00	£17.00
Hollerday Hill	£35.00	£35.00
Station Road	£17.00	£17.00

5. MANOR

Last increase 1st April 2009
Previous increase 2007

Hire of Tennis Court per hour for up to 4 persons
(includes rackets and balls)

£7.50

No increase

Putting (Adult) 18 Holes
 36 Holes

£2.80
£5.00

Putting (Child) 18 Holes
 36 Holes

£1.80
£3.20

Putting (Family) 18 Holes
(2 adults and 2 children) 36 Holes

£8.50
£12.50

Season Tickets

Available to local residents only - introduced 2006

No increase

NB only 2 adult tickets sold in each of the past three years

Putting (Family)
(2 adults and 2 children)

£52.50

Putting (Adult)

£26.50

Putting (Child)

£10.50

6. TOWN HALL

Last increase 1st April 2009

Charges reduced by 25% to local organisations if hired on two or more occasions in a calendar month

Local means the parishes of Lynton & Lynmouth, Brendon & Countisbury and Parracombe

Main Hall

Meetings	Morning 9.00am. - 1.00pm	£17.00	£17.50
	Afternoon 1.00pm - 6.00pm	£17.00	£17.50
	Evening 6.00pm - midnight	£19.00	£19.50

Activities	Morning 9.00am. - 1.00pm	£17.00	£17.50
	Afternoon 1.00pm - 6.00pm	£36.50	£37.00
	Evening 6.00pm - midnight	£65.00	£70.00
	After midnight per hour	£11.00	£15.00

	Special evening rate for local organisations if hired on two or more occasions in a month	£37.50	£38.00
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Other Rooms

Jubilee Room, Council Chamber, Foyer, Stage, Green Room	Number of sessions	1	£17.00	£17.50
Charge per session each room (i.e. morning, afternoon, evening)		2	£22.00	£22.50
		3	£26.00	£26.50

Kitchen - use of kitchen for catering	£100.00	£105.00
Use of crockery & cutlery per setting	£1.00 inc VAT	£1.00 inc VAT
Use of tablecloths	£3.00 inc VAT	£3.50 inc VAT

Kitchen - use for teas or coffee only including use of cups and saucers (hirer to wash up)	No charge	
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Charge for hire of whole ground floor	per session	£32.00	£32.50
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Farmers Market	£55.00	£55.00
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Hire Charges for Weddings

Main Hall	Ceremony	£200.00	£205.00
	Reception - normal hire charges apply		

Jubilee Room	Ceremony	£150.00	£155.00
	Reception	£75.00	£85.00

Council Chamber	Ceremony	£150.00	£155.00
Mezzanine Landing	Ceremony	£150.00	£175.00

Kitchen Charges as above

Town Hall	Exclusive use of all the above including kitchen	£650.00	£700.00
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7. TOWN HALL - OTHER CHARGES

Cleaning deposit	Payable whenever food or drink is served Refunded if premises left clean and tidy	£75.00	
Exmoor National Park - per annum	Last increased from 1st April 2009	£104.00	£104.00
Jubilee Room Management Committee - per annum	Last increased from 1st April 2009	£80.00	£80.00

8. TOWN HALL - EXCEPTIONS

No charge is made to
Lyn Community Development Trust
Lyn & Exmoor Vision (MCIT)
Traffic Management Group
L.ACT
MAPLE
Advisory Goat Management Group
Children's Christmas Party
Over 60's Party
Pantomime Group
White Cane Club receive grant of £5.50 per session

9. MISCELLANEOUS CHARGES

Passmores Fish - use of forecourt from 1999	Last increased from 1st April 2009	£165.00 pa	£165.00 pa
Deck Chair Concession Manor Grounds (VAT to be added to this charge)		£180.00 pa	£180.00 pa