

***LYNTON AND LYNMOUTH
TOWN COUNCIL***



COUNCIL MEETING

***THURSDAY
26th January 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 15TH DECEMBER 2005 @ 2.30pm**

PRESENT:

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

Officers: Town Clerk and Town Council Secretary

Apologies: Apologies were received from Councillor Mr B Peacock and County Councillor Mrs Andrea Davis

The meeting opened with Prayers led by Councillor Mrs C Bowden

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 none

The Mayor reconvened the meeting.

188/05 MINUTES

RESOLVED

The Minutes of the Council Meeting held on the 24th November, 2005 copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

189/05 MATTERS ARISING FROM COUNCIL MINUTES

There were none.

With members agreement, the Mayor brought forward agenda item 10 Police Report.

190/05 POLICE REPORT

PC P Bourne presented a report on behalf of the Police and started by submitting apologies for his non attendance from Sgt Sean Harris who hoped to attend the next meeting of the Council. PC Bourne reported that last year's crime figures to the end of

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the year were 147 crimes which was the lowest recorded figure for many years, this year the recorded crimes to date were 184 however, 38 of these crimes had been

committed by one person. As of the New Year, a new law was being brought into force which amended an arrestable offence to an indictable arrestable offence and encompassed many more offences.

Councillor Hobbs expressed his concerns about vehicles speeding through the villages and PC Bourne informed him that training on use of speed guns had been given to 3 members of the Police and speed checks would take place in certain locations in the early part of the year.

Councillor Travis asked for reassurance that Lynton & Lynmouth would not suffer due to the 'Safer North Devon' policy, and although PC Bourne could not categorically assure him of this, it was thought unlikely that Lynton & Lynmouth would suffer.

PC Bourne thanked the Council for their support over the year. The Mayor thanked PC Bourne and his colleagues.

191/05 COMMUNICATIONS

A letter had been received from Dr Ridsdale concerning the Valley of Rocks, this letter to be considered by the Valley of Rocks Group with their recommendations reported to Council.

192/05 OUTSTANDING BUSINESS

There was no outstanding business

193/05 COMMITTEE REPORTS

RESOLVED:

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

Estates & Amenities Committee 1st December 2005

Councillor Hobbs requested that the Town Council secretary be recorded as being in attendance as well as the Town Clerk.

Minute number 175/05 Matters for Recommendation, item (b) Valley of Rocks – position statement (i) Management Group Councillor Hobbs asked the present position with regard to the goats being driven back into the Valley. (this was a question requiring a factual answer and as such Cllr Rodway did not declare a prejudicial interest) Councillor Rodway informed the meeting that she had been to the Valley to drive the goats back but none were found other than on South Cliff. She requested that she be informed immediately when the goats were in areas where they would become a nuisance so that she could arrange for them to be driven back into the Valley.

Policy & Finance Committee 7th December 2005

Councillor Hobbs requested that the Town Council secretary be recorded as being in attendance as well as the Town Clerk.

Minute Number 182/05 Matters for Recommendation, item (b) Valley of Rocks – position statement (ii) Legal implications of erection Grazing Animal Signs Councillor Travis asked the present position and the Town Clerk informed him the meeting that he was awaiting the legal implications and would report back to Council once these were to hand.

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Minute Number 182/05 Matters for Recommendation, item (f) Budget 2005/2006 Review as at 31st October 2005. (ii) Town Council Councillor Parker requested that

recommendation (a) be amended to read *'In future a Special Council meeting be held in October to discuss the budgets'* and the item be placed on the Council agenda.

Minute Number182/05 Matters for Recommendation, item (g) Car Park Charges 2006/07.

RESOLVED

The recommendation be amended to read

RECOMMENDED

- i. *The Town Clerk and Finance Officer to assess the implications of a 24 hour ticket for hotels and guest houses at £2 per 24 hours; Altering car park charges to £0.80 per hour for one hour, £1.60 for 2 hours, the remaining hours to be charges as at present ie 3 hours £2.10, 4 hours £2.80, 5 hours £3.50, 6 hours and over £4.20; evening charges to stop at 7pm with a minimal overnight charge.*
- ii. *A special meeting be held in January to discuss the implications of any alterations to car parking charges, with the opportunity for the public to attend.*

Minute Number182/05 Matters for Recommendation, item (n) Decisions Register

(4) Wringcliffe Bay Councillor Hobbs reported that he had a contact within the Army who may be interested in this sort of project, Councillors asked Councillor Hobbs to contact this person.

Minute Number184/05 Matters under Delegated Powers (a) Financial Statement.

Councillor Hibbert reported that she had inspected this report and duly signed same.

Minute Number184/05 Matters under Delegated Power (c) Cheques. The Mayor reported that a list of charges relating to cheque 5575 had been inspected and this cheque released.

Councillor Lethaby commented that the Council's Standing Orders and Code of Conduct recommended that meetings went on no longer than 2 hours but that this meeting had lasted 3 hours 5 minutes. Councillor Hibbert commented that the budget took up a lot of time but as it had been recommended that a separate meeting be held to deal with this budget, she hoped this would not happen again.

194/05 REPORTS FROM OTHER COMMITTEES

There were none.

195/05 MOTIONS

There were no notices of motions

196/05 QUESTIONS

There were no questions pursuant to standing Order Number No. 24

197/05 ENQUIRIES AND REPORT OF THE DISTRICT COUNCILLOR

There were no enquiries of the District Councillor.

Councillor Travis reported on the shortage of housing and low cost homes for local people. In particular he mentioned the proposals for Hobbs Yard.

Councillor Hobbs declared a prejudicial interest in Hobbs Yard as he was the owner of the property before the sale. He left the room and did not take part in the debate or vote.

Councillor Travis went on to report that despite planning issues delaying the project, the Exmoor National Park have now given permission for 5 affordable housing units at Hobbs Yard available for rent subject to securing a Section 106 legal agreement to secure in perpetuity, the occupancy of the until for this in local affordable housing need. Magna Housing have agreed to take on the project and North Devon District Council had resolved to grant them a 125 year lease on the site. However, Magna Housing only had funding for the development from the Housing Corporation on condition that work starts before the end of the current financial year.

One other item of good news on the housing front, was that when planning permission was given last year for the conversion of the adjacent old Artline Building in Burvill Street into 12 flats, there was a requirement that three of the units should be for local affordable housing needs. This means that when both Hobbs yard and the Artline development are completed, there would be a total of 8 new units for local people.

Councillors expressed concern that these houses were for rent and not for sale and it was

RESOLVED

A special Council meeting be held early in the New Year to discuss Hobbs Yard with Magna Housing invited to attend.

Councillor Hobbs was deeply concerned about the Esplanade Car Park and the threat of closure from falling trees. He requested that Councillor Travis contact the Estates Department of North Devon District Council to get some positive action.

198/05 ENQUIRIES AND REPORT OF THE COUNTY COUNCILLOR

In the absence of Councillor Davis there were no questions however she had submitted a written report to the Town Clerk which was tabled

1. **Our Devon** The County Council received 2,172 responses to the our Devon campaign. Top priority was more help for elderly and disabled people to live safely at home instead of residential care, followed by reducing traffic congestion and pollution. Reducing waste and recycling more came third, helping children and young people lead healthier lives came fourth with affordable housing in fifth place. Just over 75% of those responding believed it important that the County Council is a good community leader and responds to big challenges etc.
2. **Provisional Local Government Finance settlement 2006/2007 and 2007/2008.** Details have been received regarding our grant increase for 2006/07. the increase is 2.5%, this compares favourably with our neighbouring counties. We are investigating why Devon has done comparatively worse but this may take some time. Locally, district council grant increases range from 3% to 8%. The Council has also been notified of an indicative grant figure for 2007/08, which is 3.4% more than the figure for 2006/07. The Council will be expected to set a Council Tax for 2006/07 and indicative Council Tax for 2007/08 when it sets the budget for 2006/07 in February. There is an expectation that the average increase in Council Tax for both years will be kept below 5%.

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3. **Educational Contribution for Hobbs Yard.** You may recall the County Council funded the £60,000 for the acquisition of Hobbs yard from the second homes council tax. Housing is not a county function but because of the seriousness of the problems for local needs affordable housing the finance was provided for

Lynton. Hobbs yard was the first project that was undertaken from this funding source in Devon. Prior to a recent National Parks Planning meeting, she was horrified to discover that the County Council Education Department were demanding in excess of £3,400 towards education facilities. She took the view that it was hypocritical to give money with one hand and then take it away with the other, she demanded a withdrawal of this education contribution and was delighted to report that it was withdrawn immediately.

She ended her report by wishing Councillors a very happy Christmas.

Councillor Hobbs reported that the footpath along Lodge Plain would need repairing before next summer.

199/05 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

Councillor Bowden reported that a meeting had been cancelled due to lack of business.

200/05 REPORT OF TOWN CLERK

The Town Clerk reported that after a visit from the Registrar's it had been recommended that four rooms in the Town Hall would be suitable venues for weddings and a licence would be granted if applied for.

201/05 REPORTS OF ANY OTHER COUNCILLORS

There were none

202/05 ANY OTHER URGENT BUSINESS

There was no urgent business

203/05 EXMOOR NATIONAL PARK PLANNING RECOMMENDATIONS

There were none

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

PART 2

204/05 COMMITTEE REPORTS

Meeting of the Estates & Amenities Committee 1st December 2005 – confidential items

RESOLVED

These minutes be accepted

Meeting of the Policy & Finance Committee 7th December 2005 – confidential items

RESOLVED

These minutes be accepted

The meeting closed at 3.55 pm

Chairman

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE ESTATES AND AMENITIES COMMITTEE
HELD IN THE COUNCIL CHAMBER AT THE TOWN HALL LYNTON ON THURSDAY
THE 11TH JANUARY 2006 AT 6.30PM

Present: Councillors
C Lethaby (Chairman)
Mrs C Bowden (Vice Chairman)
Mrs S Hibbert
B Hobbs
B Howells
T Parker
B J Peacock
Mrs C F Sim

B Windsor and Mrs E Rodway (although not on this Committee)

Officers: Town Clerk and Town Council Secretary

Apologies: Councillors T Prosser and J Travis

205/05 MINUTES

Resolved that the minutes of the Estates and Amenities Committee held on the 1st December 2005, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

206/05 MATTERS FOR INFORMATION

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

- a. **Village Green**
Available for members on the general office
- b. **Devon Rural Transport Partnership – Autumn Newsletter 2005**
Available for members on the general office
- c. **Devon County Council – InTouch Monthly News Round-Up**
Available for members on the general office
- d. **House to House Collection – National Missing Persons help line – licence for one year 2006.**
- e. **Street Collection Permit – 10th-11th November 2006, Royal British Legion**
- f. **North Devon Motor Club – Beggars Roost, Classic Car Trial 29th January 2006.**

- g. Planning decisions**
Ref: 62/41/05/030 Apartment 3 Imperial Court, Castle Hill Lynton
Erection of Conservatory (Full)
CONDITIONAL PERMISSION GRANTED

207/05 MATTERS FOR RECOMMENDATION

a. Town Hall - Internal Refurbishment/ Position Statement

i. Kitchen

Councillor Parker had received an encouraging email stating that English Heritage had agreed the proposals for the kitchen and the plans were going to the Government Office South West for approval. The electrical works were nearly completed and the tarmac works to fill in the hole where the 3 phase electricity came in, were in hand. Also the side path of the Town Hall would be tarmaced at the same time.

ii. Lift

Planning and Listed Building applications had been submitted, English Heritage had inspected the site and although there were still some hurdles to overcome, progress was being made.

iii. Railings

Listed Building consent had been granted and it was

RECOMMENDED

Town Clerk was instructed to order the bollards and coping stones necessary and get the work done on the railings as soon as possible.

iv. Main Hall Windows – Droughts

Following a complaint from a member of the public the Mayor and Deputy Mayor had made an inspection of the windows in the main hall. They proposed to make a temporary secondary plastic screen to place in front of one of the windows to see what difference this would make. Although it would block out some light, members felt this generally to be a very good idea.

RECOMMENDED

The Mayor and Deputy Mayor make and install the screen to see what effect it has on the main hall.

v. Wedding Licence.

After being approached by a member of the public, the Town Clerk had looked into the possibility of the Town Hall gaining a licence to conduct weddings. After an inspection from the necessary authority, it had been agreed that weddings could be held in the Jubilee Room, the Council Chamber, the Book Shop and the main hall. A cheque for the application for a licence had been received from a benefactor.

RECOMMENDED

Town Clerk to complete the necessary forms etc., to have the Town Hall licensed for weddings.

vi. Licensing and Door Staff

Following a poorly attended open meeting, members discussed the implications of the new Licensing Act.

RECOMMENDED

The Town Clerk to do further research and a further meeting to be arranged with Mr Mark Curgenvin.

The matter be placed on the agenda for the next meeting of the Policy & Finance Committee.

b. Valley of Rocks - Position statement

Councillor E Rodway declared a prejudicial interest in the Valley of Rocks as she is the commoner. She left the room and did not take part in the debate or vote.

i. Management Group

A meeting of the management group had taken place earlier when the question of greening the car park in the Valley had been discussed. Three possible proposals had been put forward and it was

RECOMMENDED

Car park configuration for drawing/option number 1 be superimposed on drawing/option number 3 with the inclusion of 2 coach parking bays.

The Town Clerk reported that the stone wall adjacent to the cricket pitch was falling down due to damage by the goats. It was

RECOMMENDED

No remedial action be taken at this stage as there was a possibility of grants for future repair work.

It was also stated that the railings adjacent to Model Gate were in bad condition but due to the new fence, these would not be required any more. It was

RECOMMENDED

These railings be removed.

ii. Fencing/Cattle Grids

Mr David Lloyd of Exmoor National Park who had attended the Valley of Rocks management group meeting, had stated that Exmoor National Park would have completed their fencing works by the time the cattle grids were installed. Councillor Sim congratulated the fencing contractor on the standard of work being done but was very sad to see a fence going up in the Valley.

iii. Erection of Grazing Animal Sign

Following a request from the commoners for a sign warning of grazing animals, the Town Clerk had made some enquiries. The minimal signage allowed was a 2 way sign stating cattle grid on one side and grazing animals on the other. It was also stated that it might be a good idea to have the commoners telephone number on the sign in case of accident or injury to animals etc.

RECOMMENDED

That the Town Clerk ascertain if the commoners telephone number could be placed on the proposed sign in order to avoid further new signs.

c. Preparation of Lottery Bids – Position Statement

i. Holman Park

Councillor Bowden reported that the sub-committee was working steadily but

as this was a big project, it would take a while to get all the information together. Councillor Hobbs reported that he had received a copy of a letter from North Devon District Council stating that they had made a survey of the changing rooms and recommended considerable repairs to the building.

RECOMMENDED

The Town Clerk to check ownership of the building and further clarification of the letter from North Devon District Council.

ii. **Valley of Rocks**

a. **Access Area**

As previously discussed

b. **Meadow Land Project**

Completed and ready for submission

c. **Wringcliffe Bay**

Councillor Hobbs had been unable to get in touch with his contact in the Army as he was out of the Country but due back in 3 weeks time. Councillor Peacock enquired who would pay for consultants, engineers etc., if the Army were unable to help. The Town Clerk reported that he was to hold a meeting with the lottery consultant after the next meeting of Policy & Finance when he would ask this question.

RECOMMENDED

The date and time of the meeting with the lottery consultant to be circulated to Councillors should they wish to attend.

As Councillors Hibbert and Hobbs had left the room, the Chairman brought forward item

iv. **Pavilion**

Councillor Mrs S Hibbert declared a prejudicial interest in the Pavilion as she is a property owner in Lynmouth. She left the room and did not take part in the debate or vote.

Councillor Mr B Hobbs declared a prejudicial interest in the Pavilion as he is a property owner in Lynmouth. He left the room and did not take part in the debate or vote.

The Town Clerk reported that matters were moving on between North Devon District Council and the Exmoor National Park although he was still not at liberty to explain matters to Councillors.

RECOMMENDED

The Town Clerk to contact North Devon District Council for permission to give the Council further details.

iii. **Town Hall**

The Town Clerk reported that matters were moving apace but suggested that a meeting might be called of the Town Hall Refurbishment Committee to comprise a vision for the future of the Town Hall which might include an interpretation centre or similar. Members enquired if the installation of the new kitchen could be incorporated within the lottery bid.

RECOMMENDED

A meeting of the Town Hall refurbishment committee be held to discuss the future of the Town Hall.

The Town Clerk to enquire of the lottery consultant if the kitchen can be included in the lottery bid.

d. Manor Grounds – Music Festival

The Town Clerk had received a letter from LLAMA with regard to their proposals for the music festival this year. They requested use of Manor Grounds from the 9th to the 12th June 2006 and stated that this year, there would be a slightly different format to the festival.

RECOMMENDED

Permission be granted for the use of manor Grounds provided extra toilet facilities were provided.

e. Traffic management Group – Agenda Items

Members had been circulated with a copy of the minutes of the meeting held on 23 November 2005 and requested agenda items for the meeting to be held on 1st February. Members discussed items contained in the minutes and councillor Sim felt it very difficult to enforce no parking outside the School when parents were dropping off and collecting children. Members discussed North Walk and footpaths. The rumble strips at Barbrook were discussed and it was pointed out that no sign indicating 'no pavement' along that stretch of road had been erected.

RECOMMENDED

The following items be placed on the agenda

1. Crash Barrier – Station Hill
2. Pot Holes outside East Lyn Hotel
3. Speeding outside Valley of Rocks Hotel
4. Valley of Rocks Courtyard area enhancement.

The Town Clerk to contact Steve Govier of Highways to clarify the position with regard to North Walk.

The minutes of the next Traffic Management Group Minutes to be place on the agenda for discussion after the next meeting.

f. Lydiate Lodge – Permitted Path Agreement

The Town Clerk reported that a meeting had been arranged with Mr Ian rice of Devon Social Services for the 15th November. Councillor Sim requested that the agenda wording 'permitted path agreement' be amended to read Public Right of Way.

RECOMMENDED

Agenda item f. Lydiate Lodge – Permitted Path Agreement be amended to read '*f. Lydiate Lodge – Public Right of Way*'.

g. Manor Grounds – Manor Stones dedication

Councillor Hobbs had requested this item be placed on the agenda. He stated that during the Lynmouth flood 32 people had lost their lives and although there was a

list of names in the church, he felt that some sort of memorial could be placed on the Manor Grounds. He suggested that the stones around manor Grounds already in situ be dedicated to the individuals and families that lost their lives.

RECOMMENDED

A sub committee comprising Councillors B Hobbs, J Travis, and T Parker to contact any remaining relatives, prepare a dedication to be installed at the entrance to Manor Grounds etc working towards an unveiling for the 55 anniversary.

h. Decision Register

- **Sir George Newnes Bust** – the Town Clerk reported this was with the stonemason.
- **Lynbridge Car Park** – Councillor Hobbs reported grave concerns with regard to the standard of this car park, stating that the concrete was breaking up. Councillor Parker and the Town Clerk dealing with this matter.
- **Swings – Manor Grounds** due to badger damage Councillor Hibbert felt it unlikely that these would be installed before the season, the Town Clerk informed her it was on the schedule of works to be done but the additional work on Manor Ground putting might delay the project.

i. Town Clerks Report

The Town Clerk reported:

1. **Manor House.** This matter was moving apace and the solicitors were dealing with the queries from the prospective purchaser of the lease.
2. **South West Water.** A productive meeting had been held with South West Water, they were hoping to install 2 new blower mounts in early February and there did not appear to be any major odour problems. A meeting had been arranged for mid February when a representative from the maintenance department of South West Water would be asked to attend, South West Water writing to the School to apologise for the problems in Bottom Meadow car park that had caused them to close the school immediately prior to Christmas.
3. **JCC Meeting.** Following the previous cancellation, two further dates were submitted.
4. **Cliff Railway.** The Town Clerk had received a request from the Cliff Railway to place a skip in the Esplanade Car Park which was granted.

Councillor Hobbs asked if any decision had been made on where to allocate the monies now being paid back to North Devon District Council, when this came to an end. The idea of an apprentice for the works foreman was proposed.

Councillor Hobbs also enquired the present position with regard to the trees on the Esplanade and the Town Clerk informed him that Mr Spaldi had given permission for the trees to be looked at and to hold a meeting thereafter.

Councillor Bowden stated that all the car parks had been very busy over Christmas and the new year ad suggested that may be the car park wardens could be employed for longer to enable these car parks to be manned.

Councillor Hobbs enquired the position with regard to the extra car parking spaces in Upper Lyndale car park and the Town Clerk informed him that the plan had been sent to North Devon District Council for their input.

'Exmoor Bids for £20 million' this item to be placed on the agenda for the next meeting Estates & Amenities with a paper circulated to members beforehand.

208/05 MATTERS UNDER DELEGATED POWERS

1. Planning

Ref: 62/41/05/039 40 Lee Road, Lynton

subdivision of existing dwelling to form 2 No. dwellings. (2) Use of 3 No. existing parking spaces.

RECOMMENDED

The Town Council will not consider the plans in their present form as the proposal show a doorway onto the Street which is an existing doorway, which had been constructed in the last 12 months without planning permission.

Ref: 62/41/05/034 Copper Top, Hollerday Drive, Lynton

Alterations to existing garden to form additional car parking space, as amended plans received 14/12/05.

RECOMMENDED

Approval

209/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

The meeting closed at 8.40 pm

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 18TH JANUARY 2006 @ 6.30pm

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

Also in attendance: Councillor T Prosser

Officers: The Town Clerk and Town Council Secretary

Apologies: There were none

210/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 7th December 2005, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

It was noted that these minutes had been amended at December Council

211/05 MATTERS FOR INFORMATION

**a. Street Collection Permit – Fire Service National Benevolent Fund,
15th July 2006.**

For information

**b. Temporary Traffic Order – A39 Watersmeet Road, Lynton & Lynmouth
Hillsbridge to Lynmouth – Road closure for approximately 3 weeks beginning
30th January 2006.**

Councillor Bowden commented that although the Council had been asked for their comments on when this road should be closed, no notice had been taken of their request for the road not to be closed over the half term holiday.

RECOMMENDED

The Town Clerk to write to Highways expressing the concerns of the Council.

c. GAP (Grazing Animals Project) News Winter 2005.

Available in the general office

d. Environment Agency – News Letter

Available in the general office

e. North Devon District Council – Grants Application Pack

Available in the general office with the deadline for grant applications being 31st January 2006.

Councillors enquired the present position with regard to a grant being obtained for the Jubilee Room Group. The Town Clerk reported that a grant request was unable to be submitted as this group did not want to sign a constitution. He was exploring the possibility of using the Lyn valley Society as an umbrella organisation.

Councillor Travis explained that the grant application pack was for small community grants, but North Devon District Council also offered a Community Department which helped projects obtain different funding and had no deadlines.

f. Office of the Deputy Prime Minister – Standards of Conduct in English Local Government: The Future

Available in the general office. The Town Clerk had briefly looked through this document and noted that the requirement on members to ‘whistle blow’ had been removed. However members felt it was still important to be careful with regard to recording prejudicial and personal interests.

RECOMMENDED

The Town Clerk to enquire if any seminars are to be held for members to attend.

g. PLANNING DECISIONS

There were none

212/05 MATTERS FOR RECOMMENDATION

a. Town Hall Refurbishment – position statement

Councillor Parker reported that he and Councillor Hobbs had met with the electrician and made an inspection of the work done. Although there were still a few minor points, it was generally felt that that electrician had done a good job. Councillor Bowden asked if the light switch at the bottom of the back stairs could be illuminated to highlight the main switch box for other lights.

RECOMMENDED

Councillors Parker and Hobbs to look at the switch in question.

i. Kitchen

Councillor B Peacock declared a personal interest in the Town Hall Kitchen as the contractor is a family member. He left the room and did not take part in the debate or vote.

The Town Clerk reported that he had requested revised costings as the original estimates were now 10 months old. He had now received most of these and even allowing for inflation on the ones which had not been

received, they were still within the provisional programme budget of £18000. Full planning permission from the Government South West Office was expected within the next 3 weeks. The question of monies collected by Cathy Richards and other volunteers was discussed.

RECOMMENDED

Councillor B Hobbs and Mr S Pugsley be requested to liaise with Mrs Richards over the release of monies.

ii. Lift

Councillor Parker had nothing further to report following Estates & Amenities meeting on 11th January 2006

iii. Railings

Councillor Parker reported that a meeting with engineers dealing with the railings to go into the practicalities had been arranged for early February; the coping stones to be ordered although there had been a slight price increase; bollards being ordered.

iv. Main Hall Windows – draught

Councillor Parker had nothing further to report following Estates & Amenities meeting on 11th January 2006

v. Licensing and door staff

This item again caused considerable discussion as to members interpretation of the implications.

RECOMMENDED

The Town Clerk to look further into applying for a liquor licence and liaise with the Mayor and Deputy Mayor.

The Town Clerk to enquire from Barnstaple Town Council and South Molton Town Council if they are encountering similar problems

vi. Request from Devon county Council ‘Devon in Touch’ to park on Town Hall Forecourt as in previous years, 21st February and 18th April 2006.

RECOMMENDED

That the request granted.

RECOMMENDED

The Town Hall Refurbishment position statement etc., should be dealt with at Estates & Amenities meetings only unless any financial matters were to be discussed.

b. Valley of Rocks - Position Statement

Councillor Mrs E Rodway declared a prejudicial interest in fencing/cattle grids and the legal implications of erecting grazing animal signs in the Valley of Rocks as she is the Commoner. She left the room and did not take part in the debate or vote.

i. Management Group

ii. Fencing/Cattle Grids

iii. Erection of Grazing Animal Signs.

There were no matters to report following Estates & Amenities meeting on 11th January 2006

RECOMMENDED

The Valley of Rocks position statement etc., should be dealt with at Estates & Amenities meetings only unless any financial matters were to be discussed.

c. Preparation of Lottery Bids – Position Statement

i. Holman Park

There were no matters to report following Estates & Amenities meeting on 11th January 2006

ii. Valley of Rocks

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

There were no matters to report following Estates & Amenities meeting on 11th January 2006

iii. Town Hall

There were no matters to report following Estates & Amenities meeting on 11th January 2006

iv. Pavilion

The Town Clerk had contacted North Devon District Council requesting formal permission to inform members of the present position but had to date, not received authority.

d. Audit of Accounts for 2004/05

The Town Clerk reported that the accounts for 2004/05 had been approved by the Audit Commission and that there were no matters which the Auditor would wish to draw to the Council's attention. With regard to the internal audit, it had been recommended that a revaluation of all the Council's assets be carried out and this was being done. It was noted that full provision had been made for a possible bad debt of £780.00.

RECOMMENDED

The report be noted

e. Grant Application Lyn Valley Pre-School

Following receipt of this request from Lyn Valley Pre-School the Town Clerk had requested an estimate for the works to be done under this grant. The estimate had come in at £540 and members felt it very important that the children of Lynton & Lynmouth be safe.

RECOMMENDED

A grant of £500 be made to the Lyn Valley Pre-School for lighting and security cameras.

f. Lynbridge Car Park

Councillor Parker reported that a meeting had been arranged with a structural engineer but the condition of the surface was poor with potholes etc.

RECOMMENDED

The matter be considered further after the meeting with the engineer

g. Finger Posts

i. Position Statement

Councillor Hibbert reported that she had received quotations from CIS Street Furniture to provide templates for the new fingers, which would be passed to the applicants plus the £10 maintenance fee.

ii. Request from Arts & Crafts

Councillor Mrs C Bowden declared a prejudicial interest in the request from Arts & Crafts for a finger post as she works in the retail sector . She left the room and did not take part in the debate or vote.

Considerable discussion took place as to who should qualify for finger posts.

RECOMMENDED

Accept finger post for Arts & Crafts and any other business, subject to merit and space available.

h. Renewable Energy Group

Following his previous report Councillor Travis was keen to encourage a renewable energy scheme for this area to include a visitor centre. It was

RECOMMENDED

Councillors J Travis, T Prosser, Mrs E Rodway and B Howells form a renewable energy group and invite Mr Roland Gold to join. The group to then set out a list of recommendations.

i. E.Base questionnaire (Exmoor National Park)

The Town Clerk had received an e base questionnaire from Exmoor National Park on Community Matters.

RECOMMENDED

Councillors J Travis and T Parker to assist the Town Clerk in completing this form.

j. Exmoor Local Access Forum

No Agenda items put forward

k. Manor Grounds

i. Putting Tickets

Members were informed that following the recommendations from Policy & Finance 7th December which were:

1. A family ticket to be available to include 2 named adults and 2 named children at a price of £50 per season
2. A named adult season ticket to be available at a price of £25 per season
3. A named children's season ticket to be available to a price of £10 per season.
4. These tickets to be available for local residents only.

The criteria to obtain one of the above tickets to be that the applicant must be on the electoral register for Lynton & Lynmouth or if the applicant was a child then the parents of the child must be on the electoral register for Lynton & Lynmouth.

The Town Clerk reported that there were still problems with the badger which might cause a delay in opening. Members enquired if the putting greens or just the putting hut could stay open for longer in the season.

RECOMMENDED

The question of extending the season for the putting greens/hut be put on the agenda for the next meeting of Policy & Finance.

ii. Sale of Ice Creams

The Town Clerk reported that at present ice creams were sold at the recommended retail price. Discussion took place and it was

RECOMMENDED

The Town Clerk to review prices in the area and adjust the prices accordingly

I. Decision Registers (attached)

- **LACT – Car Park Display Boards** – The Town Clerk enquired wording for the space purchased on the display boards. Discussion took place as to how many spaces on how many boards would be available.

RECOMMENDED

The Mayor, Deputy Mayor, Councillor Hibbert and the Town Clerk to decide wording for advertising.

- **Crest on Tie/Scarf** – Councillor Peacock requested a copy of the crest.

m. Town Clerk's Report and Questions

The Town Clerk reported that members had received notification of when the lottery consultant would be meeting with the Town Clerk should they wish to attend.

Councillor Hobbs had heard that the toilets and litter bins would only be cleaned and emptied once a week in the summer and asked for clarification. The Town Clerk informed him that this would not be happening in holiday areas.

RECOMMENDED

A letter be sent to North Devon District Council stating that a reduction in service would not be acceptable and requesting the matter be discussed at the forthcoming JCC.

Councillor Hobbs also requested that the future of the Pavilion be put on the agenda for the JCC.

RECOMMENDED

This item to be included in the letter to be sent to North Devon District Council

The question of the lease for the old market hall, (now the library and pathfinder centre), with Devon County was discussed and although this is not an agency issue, it was

RECOMMENDED

That the Town Clerk write expressing the Town Councils concerns and requesting the matter be discussed at the JCC. A copy of the letter to be sent to the Chief Executive, NDDC

213/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

A letter sent to all Councillors from Mrs J Barnes concerning Frying Pan Allotments had been replied to by the Town Clerk.

214/05 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT –

The Financial Statements for December 2005, circulated with the agenda, were considered by Councillors

RESOLVED:

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

OPENING CREDITS	£339,353.69
TOTAL RECEIPTS	£ 12,272.72
TOTAL PAYMENTS	£ 22,271.16
CLOSING BALANCE	£329,355.25

b. SEASONAL UNDERTAKINGS

There were none for December 2005

c. CHEQUES

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

Members queried the price of oil and the Town Clerk informed members that this was checked regularly but would report back at the next meeting of Policy & Finance.

The cheque to LACT was discussed and a copy of the Scene was produced. Although the wording Lynton & Lynmouth was more prominent members still felt it could be better, The Town Clerk informed member that a copy of the accounts had been requested

The cheques were signed at Committee.

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

None

215/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

The meeting closed at 8.16pm

Chairman