

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE POLICY AND FINANCE COMMITTEE MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 15th JUNE 2005 @ 6.30pm

Present: Councillors
Mrs S Hibbert
B Hobbs
C Lethaby
T Parker
Mrs E Rodway
Mrs C F Sim
J Travis
B Windsor

Officers: The Town Clerk

Apologies: Apologies were received from Councillors Mrs C Bowden

029/05 ELECTION OF CHAIRMAN

It was proposed and seconded that Councillor Mrs S Hibbert be elected as Chairman for this Committee for the ensuing municipal year. There being no other nominations it was

RESOLVED

That Councillor Mrs S Hibbert be elected as Chairman of this Committee. Councillor Mrs Hibbert thanked members for their confidence in her.

030/05 ELECTION OF VICE CHAIRMAN

It was proposed and seconded that Councillor Mrs E Rodway be elected as Vice Chairman for this Committee for the ensuing municipal year. There being no other nominations it was

RESOLVED

That Councillors Mrs E Rodway be elected as Vice Chairman for this Committee for the ensuing municipal year.

031/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 18th May 2005, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

032/05 MATTERS FOR INFORMATION

- a. **Village Green**
Available in the general office

b. Devon County Council – Programme of proposed highway works

A copy of the proposed highway works had been circulated to Councillors before the meeting. Councillor Travis was concerned about the date of proposed works Myrtleberry to Watersmeet scheduled for July.

Councillors noted that there was no mention of the proposed road work Blackmoor Gate to Parracombe which had been scheduled for May and were informed that this work had now been put back to October.

RECOMMENDED

The Town Clerk to check the position with regard to the proposed works Myrtleberry to Watersmeet and see if this would entail the whole road being closed. (It was subsequently confirmed that this entailed work to the access road to Watersmeet and would not result in full closure)

c. PLANNING DECISIONS

None

d. Lyn Community Development Trust – Financial support from Agency Funds

This item had been referred from Policy & Finance 18 May 2005 as the number of members with prejudicial interests had resulted in the committee being non-quorate

Councillor B Hobbs declared a prejudicial interest as he is a Trust member of the Lyn Community Development Trust. He left the room and did not take part in the debate or vote.

Councillor T Parker declared a prejudicial interest as he is a Trust member of the Lyn Community Development Trust. He left the room and did not take part in the debate or vote.

Councillor S Hibbert introduced this item. She had attended a meeting with Cllr Malcolm Prowse in her role as a Director of the LCDT to request financial support until the income stream from the development of the Pavilion was available. As part of the discussion Councillor Prowse indicated that he would support an input from Agency funds as he felt that the MCTI, LCDT and Lynton & Lynmouth Town Council should all work together. At this point *Councillor Mrs S Hibbert declared a prejudicial interest as she is the Trust Director of the Lyn Community Development Trust. She left the room and did not take part in the debate or vote.*

Councillor Mrs E Rodway took the Chair. Councillor Travis reported that Mr Jeremy Roberts, on behalf of the LCDT, had written to the District Council expressing serious concern at the financial situation facing the LCDT and the fact that this might force them to close down. They were looking for financial support in the short term to help them over the period when the Pavilion was being renovated.

RECOMMENDED

Recognising the importance of the Community Development Trust to the Town, the Council agree to grant the balance between the expected income from North Devon District Council and the actual

income, from agency funds. The Town Clerk to report the actual figures to Full Council

033/05 MATTERS FOR RECOMMENDATION

a. Town Hall Refurbishment:

Councillor Parker reported that he was awaiting a site meeting with Mr M Clitherow of Exmoor National Park and Mr Peacock of KJ Refrigeration with regard to the kitchen.

i. Railings – tenders

The Town Clerk reported that he had now received two tenders for this work which had been opened by the Mayor and the Town Clerk. However, these two tenders were so far apart in their prices that he could not recommend acceptance of either until the tenderers had been contacted again. Councillor Parker had offered to take on this task. The Town Clerk was pursuing the possibility of obtaining tenders from a third firm based in Mid Devon.

RECOMMENDED

Councillor Parker to contact the two tenderers to check their prices.

A third firm be asked to tender.

ii. New Licensing Laws – effect on lettings

Discussion took place with regard to the new licensing laws and the position of the bar. It was understood that only 12 special licenses a year could be granted to one venue and this would severely affect the letting of the Town Hall. Also discussion took place as to the fact that any building where liquor was sold would have to apply for a licence before August 6th. Members felt that a public meeting should be held to explain the implications of these new licensing laws to the businesses in Lynton & Lynmouth and surrounding areas, who sold liquor.

RECOMMENDED

The Town Clerk to talk to the new licensing officer and invite him to attend a public meeting to explain the implications of the new licensing laws.

b. Valley of Rocks – Position Statement

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

The Town Clerk reported that Woburn were sending a specification to the County Engineer for a quieter/vibration free cattle grid, they would be testing same and reporting back. It was suggested that the cattle grid may be moved to opposite the recycling centre and members were concerned at the noise this may cause to the occupiers of the property adjacent.

c. Quality Council

The Town Clerk reported that his final submission was now being proof read by Councillor Travis and requested that a cheque be drawn ready for submission with this application.

RECOMMENDED

That a cheque in the sum of £117.50 be prepared to forward with the submission for Quality Council status

d. Advertising Council Amenities

Councillor Hobbs requested this item be put on the agenda as he felt the facilities and attractions of Lynton & Lynmouth were not brought to the notice of the general public enough. He suggested either more advertising or posters and asked fellow Councillors for their comments.

RECOMMENDED

Councillors should consider different methods of advertising Lynton & Lynmouth and the matter should be revisited at the next meeting of the Policy & Finance Committee.

e. Finger Posts

Councillor Hobbs withdrew his offer of assistance to get one finger post painted in order to see what it looked like due to problems this would cause in taking down a finger post. Councillor Lethaby enquired who had authorised this work not to be done and Councillor Hibbert informed him that a site meeting had been held but no firm decisions taken.

RECOMMENDED

An application be made to the District Council for the grant offered at the recent Traffic Management Group.

The Town Clerk to look into the matter and agenda it for the next Estates & Amenities Meeting.

f. Decision Register attached

i. Zig Zag path. Councillors reaffirmed their support of this scheme and were fully committed to assist Mr Allen in applying for Leader Project grant. However there were three questions which the town Clerk was assisting Mr Allen with (1) who would maintain the path (2) who would pay for the low level lighting (3) who owned the path. Work would need to be done with regard to trees in the picnic area and also who would maintain the picnic area. Councillor Travis noted the state of the walls and the fact that these were falling out. He suggested repair of these could be included.

RECOMMENDED

The Town Clerk assist Mr Allan in preparing a package to apply for Leader Grant.

ii. South West Water meeting. Councillor Parker reported on the meeting with the representative of South West Water, David

Wyborn of the Exmoor National Park, himself and the Town Clerk. There was still an issue with regard to the noise level and South West Water were going to look into this matter. He felt that the problem with the smell was now satisfied but Councillor Sim reported that the smell was still a problem. Councillor Parker reported that a further meeting had been arranged for July.

RECOMMENDED

The Town Clerk to contact South West Water immediately with regard to the smell.

- iii. **Beggars Roost Road Closure.** Councillor Lethaby asked the present position with regard to this road. The Town Clerk informed him that the highway authority were dealing with this.

RECOMMENDED

The Town Clerk to speak to Steve Govier of the Highways Department and ask him the present position.

Request a sign be put on the gate in the yard stating that there is a public right of way up this road.

g. Town Clerk's Report

The Town Clerk reported:

- i. **The Book Shop.** Following the recommendation from the Estates & Amenities meeting, the representative of the Lyn Valley Society who runs the book shop has informed the Town Clerk that the Lyn valley Society had accepted that the income from the book shop would all be available for the renovation of the Town Hall. Councillors noted that the room was provided rent free to the book shop and if all the income from that room did not go towards the Town Hall refurbishment, the room could be let to another body who would pay rent.

RECOMMENDED

Councillors T Parker and Mrs S Hibbert along with the Town Clerk to meet the representative of the Lyn Valley Society who runs the book shop to discuss future proposals.

- ii. **Budget:** The Town Clerk reported that his computer was to be replaced and the Mayor's allowance was in the throes of being paid. Both items were contained in the current years budget.

RECOMMENDED

The this information be noted

- iii. **Election of Town Councillor.** The Town Council was responsible to pay for the election of a Councillor and the Town Clerk reported that to send outpolling cards would be an extra cost to the Council.

RECOMMENDED

If an election was to take place, polling cards to be sent to all voters.

- iv. **North Devon Homes AGM .** The Town Clerk asked members if they wished to represent the Council at this meeting but as it fell

on the day of the next full council, members felt it unlikely anyone would attend.

RECOMMENDED

That no Councillor be nominated to attend

- v. **David Brookes.** The Town Clerk reported that David Brookes had to have a minor operation and would be away for 2 weeks. Members wished him well.
- vi. **Lydiat Lodge – Footpath.** The Town Clerk reported that he had received no response from the Social Services with regard to a letter he had written on this matter.

RECOMMENDED

The Town Clerk to write again and if this path was to be closed, the decision to be challenged.

- vii. **Garson House.** The Town Clerk had received a letter from the Devon Community Housing Society but it did not give any further information. Councillor Travis said moves were being made in the right direction but he was unable to discuss them at this time.

RECOMMENDED

The Town Clerk to send a memo to all Councillors once he was in possession for something positive.

- viii. **Lower Lyndale Car Park.** Councillor Hobbs was concerned that cars were not parking in Lower Lyndale Car Park when the coaches were not in there as had been the suggestion.

RECOMMENDED

The Town Clerk to talk to the car park wardens.

- ix. **Scaffolding outside Lloyds Bank.** Councillor Hobbs asked the present position with regard to the scaffolding outside Lloyds Bank as it had been up for well over 2 months. Councillor Sim stated that she had rung the Highways Department and had received a very unsatisfactory answer

Councillor Travis left the meeting to attend a prior engagement

034/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

Invitation to Lee Abbey Summer Party – Sunday 3rd July 2005. The Town Clerk had been instructed to enquire if Councillors partners were invited to the function. As they were Councillor Mrs & Mr Hibbert, Councillor Mr & Mrs Hobbs and Councillor Mrs Sim accepted the invitation.

035/05 MATTERS UNDER DELEGATED POWERS

The Town Clerk stated that it was not always possible for the financial statements etc. to be sent out with the agenda for that meeting as the bank statements were not always available in time.

1. FINANCIAL STATEMENT –

The Financial Statements for May 2005, were tabled and considered by Councillors

RESOLVED:

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

OPENING CREDITS	£255,418.47
TOTAL RECEIPTS	£ 68,110.47
TOTAL PAYMENTS	£ 35,160.47
CLOSING BALANCE	£288,368.47

2. SEASONAL UNDERTAKINGS

The statement of income for May 2005 was tabled and considered at the meeting.

RESOLVED

That the report be noted.

3. CHEQUES

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

4. PLANNING APPLICATIONS

i. Ref: 62/41/05/020LB Churchill House, Church Hill, Lynton

Listed Building Consent for internal alterations to form toilet and rest room.

Councillor Mrs C Sim declared a prejudicial interest as she is the applicants tenant and friend. She left the room and did not take part in the debate or vote on same

RECOMMENDED

Approval be granted

036/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

There was none

The meeting closed at 8.20 pm

Chairman