

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE POLICY AND FINANCE COMMITTEE MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 19TH OCTOBER 2005 @ 6.30pm

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

Also in attendance: Councillor B Peacock

Officers: The Town Clerk

118/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 21st September 2005, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

With members agreement, the Chairman brought forward agenda item 4 Matters for Recommendation, (a) South West Water Treatment Works, statement from South West Water on progress to date (a member of South West Water staff had been requested to attend)

119/05 MATTERS FOR RECOMMENDATION

- a. **South West Water Treatment Works, statement from South West Water on progress to date** (a member of South West Water staff has been requested to attend)

Although no member of staff from South West Water was present, Mr Martin Smith, of North Devon District Council's Environmental Health protection team was present at the meeting.

The Town Clerk briefly outlined the present position with regard to South West Water Treatment Works and Bottom Meadow Car Park. It would appear that no maintenance for the storm water and sewage tank in Bottom Meadow had been carried out for the last 10 years and therefore, due to an accumulation of sewage the work was being carried out as a matter of urgency. Due to the nature of this work and the odours it had meant the School being closed for two days.

Councillor Travis joined the meeting

Mr Martin Smith explained his position with the Environmental Health Department to members present and went on to explain that he was concerned at the situation within Bottom Meadow and felt this may be a factor causing the odours in Lynmouth. His team were investigating the situation at Bottom Meadow but they had not been aware of this until the Town Clerk had made a formal complaint. He requested that if any member of the public detected odours or nuisance that they report it to his team as soon as possible and with as much detail as possible. With regard to the Sewage Works, South West Water had installed new vibration mountings which appeared to have stopped the noise however he was monitoring this situation closely. Councillors stated that they felt very badly let down by South West Water who had assured them that there would be no odours or noise at the initial consultation process.

RECOMMENDED

A letter be sent to South West Water expressing the Council's concerns and once again inviting a member of the South West Water Team, of similar status to those who attended the initial consultation meeting, to attend a meeting of the Council, the letter to advise them that the Council were considering what action should be taken through the Environment Agency and others.

The Chairman thanked Mr Martin Smith for attending the meeting.

120/05 MATTERS FOR INFORMATION

- a. **Devon County Council – ‘In Touch’ monthly news round-up October 2005**
Available for members in the general office

- b. **South West RDA – Highlights 2005**
Available for members in the general office

- c. **PLANNING DECISIONS**
None

121/05 MATTERS FOR RECOMMENDATION

- b. **Town Hall Refurbishment**
 - i. **Position Statement**

Councillor Parker reported that he was not happy with the progress made so far and a meeting was to be held with the architects on the 26th October as Listed Building Application still had to be made with regard to the kitchen. He also reported that Western Power had commenced work on the 3 phase electricity supply and work was progressing with this. The Town Clerk was obtaining quotations for asphaltting this area.

ii. **VAT Statement**

The Finance Officer had met with the VAT officer and had agreed an apportionment of VAT for the Town Hall refurbishment. Provided a close watch was kept on expenditure, this could mean that VAT on refurbishment works in the current year would be recovered.

RECOMMENDED

A vote of thanks be recorded to the Finance Officer for his work.

c. **Valley of Rocks**

i. **Position Statement**

The Town Clerk reported that fencing works were progressing in the Valley of Rocks and that the Valley of Rocks Management Group were due to meet soon. Members asked if there was a still a Friends of the Goats group and asked to see the membership list.

RECOMMENDED

The Town Clerk to organise a meeting of the Valley of Rocks Management Group, this Group to discuss the possibility of appointing a member from the Friends of the Goats and Dr Ridsdale to this Group.

ii. **ESA Agreement**

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

The Town Clerk reported that he had received consent from the RPA/DEFRA to accept the quotations received for the fencing and cattle grids. The claim for ESA monies for the last two years had been submitted and it had been apportioned 80% grazier 20% Town Council. The apportionment might need to be changed in the light of experience of the new regime in the Valley. If the apportionment of the payments could not be agreed an independent arbitrator would be appointed and both sides would abide by his ruling.

RECOMMENDED

The ESA monies for the last two years to be apportioned 80% grazier 20% Town Council. If the apportionment could not be agreed for future years an independent arbitrator to be appointed and both sides to abide by his ruling.

d. **Implications of new Licensing Act**

- i. **Extract of Minute number 055/05** Matters for Recommendation c. Licensing Act 2003 – Implications for the Town Council. *‘Councillor Lethaby reported that he had attended a training day on behalf of the Town Council and had achieved a pass enabling him to obtain a personal licence. However, there were 4 objectives which needed to be carefully considered (1) prevention of crime, disorder and theft (2) public*

safety (3) prevention of public nuisance and (4) underage drinking and protection of children. Breach of any of these conditions would impose either a 6 months prison sentence or a £20,000 fine.

RECOMMENDED

This matter be placed on the agenda for the next meeting of the Policy & Finance Committee to look at the implications.'

ii. Copy of letter from James Purnell MP

Councillors had received a copy of a letter from James Purnell MP but felt that it had not answered any of their worries. It was felt that this was a very important issue and although Councillor Lethaby had very kindly agreed to be the licence holder for Lynton & Lynmouth Town Council, smaller village halls may not be so lucky. It was therefore very important to support local communities.

Councillor Lethaby pointed out that Minute number 055/05 was not quite correct in that the fine was £25,000 and item 4 should include the use of drugs.

The question of door stewards and the need for same was discussed.

RECOMMENDED

1. The Town Clerk to write to Nick Harvey MP thanking him for his assistance so far but expressing the Councils concerns.
2. The Town Clerk to write to DACP, ND Community Alliance voicing concerns.
3. Minute Number 055/05 to be amended to read (4) underage drinking, drugs and protection of children, also the fine to be amended to £25,000
4. The Town Clerk to clarify the position with regard to door stewards.

e. Exmoor National Park – Statement of Community Involvement – comments required by 18 November 2005.

Councillors had received a copy of this document and were asked for their comments if any. It was felt that this was an all encompassing document and members were happy with the contents. Councillor Travis explained that this was the first stage of the local community involvement frame work.

f. Planning School – Invitation from Barnstaple Town Council to attend a planning school 28/29 October.

The Town Clerk had received an invitation from Barnstaple Town Council for members to attend a planning school on 28/29 October 2005 in Barnstaple and asked members if they wished to attend. It was thought that a similar invitation was to come from Combe Martin Parish Council to attend a planning school at Kentisbury.

RECOMMENDED

Those Councillors who wished to attend to contact the Town Clerk.

g. Town Clerk – Job Evaluation by SLCC, Current position

The Town Clerk reminded members that they had asked the SLCC approximately 6 months previously, to act as job evaluator. He had received a communication from them stating that they would accept the appointment but would expect the Council to abide by their decisions. He had contacted the SLCC explaining that this was not the Council's intention when they had asked for assistance as the position was complicated by the implications of the Agency involvement.

RECOMMENDED

The matter be noted and a response awaited from the SLCC

h. Decision Registers as circulated

1. Councillor Sim asked the present position with regard to Lydiate Lodge footpath. The Town Clerk informed her that he had attended a meeting with Ian Rice from Social Services who was to attend the next full Council meeting.
2. Wringcliffe Bay to be covered under the lottery bid funding.
3. Young Offenders – the Town Clerk dealing with this matter.
4. Lynbridge Car Park – Councillor Parker reported that he had that day met with a consultant who felt the work needed may be more substantial than first envisaged. However he would keep members informed
5. The Tourism Sub-Committee had held their first meeting which had been successful.
6. Bus Service – The Town Clerk reported that it was provisionally agreed that a member of the Bus Company would attend the next meeting of the Estates & Amenities Committee.
7. Riverside Road Wall – The Town Clerk reported that there was a dispute over ownership of this wall.
8. Holman Park – Discussions took place regarding the implications.
9. JCC agenda and meeting – no date had been set for this meeting.

RECOMMENDED

- i. A copy of the minutes of the Tourism sub-committee meeting be sent to all Councillors for their information.
- ii. If necessary, the Town clerk to arrange for work to be done on the wall as a 'stop gap' to avoid further damage.
- iii. A copy of the letter concerning Holman Park be circulated to members.

i. Town Clerk's Report

Several items of the Town Clerk's report had been covered under the decision register, however he reported the following:

1. Lynmouth Hill would be closed both ways from the 14 to the 18 November for crash barrier works.
2. TSB were not now going to alter their opening hours.
3. The Exmoor National Park had requested the names of members who would be interested in talking about their conservation appraisal.

RECOMMENDED

A member of Exmoor National Park be invited to attend the next meeting of the Estates & Amenities Committee, the meeting to commence at 6pm with all members invited to attend.

4. Councillor Travis reported that there was an issue with regard to yellow double lines on North Walk and if this work was to be done, it needed to be included in the Traffic Order.

RECOMMENDED

This matter be dealt with under agenda item 5 Matters referred from Estates & Amenities (b) Agenda Items for Traffic Management Sub-Committee.

122/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

a. Preparation of Lottery Bids

The Town Clerk reported that he had received a next stage report from the Lottery Consultant which would be sent to members.

RECOMMENDED

Sub Committees be formed for each proposed lottery project as follows:

Holman Park – Councillors Mrs C Bowden (chairman), C Lethaby and B Hobbs Valley of Rocks – Councillors Mrs C Sim (chairman), J Travis, Mrs S Hibbert

Wringcliffe Bay – Councillors B Peacock (chairman), B Windsor and Mrs E Rodway

Town Hall – Councillors T Parker (chairman), B Howells and T Prosser

This matter to be reviewed at the next meeting of the Policy & Finance Committee.

b. Agenda Items for Traffic Management Sub-Committee

A copy of the minutes of the previous meeting and proposed agenda had been circulated to members. Agenda items were discussed and it was

RECOMMENDED

The Town Clerk to contact Exmoor National Park and ask for clarification of agenda points 4) Lynmouth Hill and 6) Residents Parking Scheme

The Town Clerk to also ask for the following items to be placed on the agenda for discussion at the meeting and recommendations be brought back to Council for their consideration;

- Pedestrian Safety
- North Walk parking limitations
- Electronic parking capacity indicator
- Speed limits

c. Sir George Newnes Bust – Suggestions for wording

A copy of the proposed wording had been sent to members

RECOMMENDED

The plaque to read:

This bust was donated by
Sir Christopher Ondaatje and others
August 2000

d. Exmoor National Park – Exmoor Consultative & Parish Forum

After discussion, it was

RECOMMENDED

The following items be placed on the agenda for this forum:

- Licensing Act and effect on village halls etc.
- Exmoor Publicity
- Public Transport/Exmoor Vision

**e. Town Hall Booking – Booking conflict between Farmers Market and
AGM of Lynton & Barnstaple Railway Company.**

The Town Clerk reported that he had spoken to a representative of the
Farmers Market who in turn had talked to her Committee.

RECOMMENDED

The Farmers Market had agree to move venue for that day and a note
of thanks be sent to them.

123/05 MATTERS UNDER DELEGATED POWERS

**a) FINANCIAL STATEMENT
For September 2005 (to follow)**

**b) SEASONAL UNDERTAKINGS
For September 2005 (to follow)**

c) CHEQUES
A List of the cheques was tabled for member's consideration.
The cheques were signed at Committee

d) PLANNING APPLICATIONS
Councillor Travis reminded members that in all planning matters
should he obtain additional information on applications when
attending Exmoor National Park Planning Committee this may
necessitate him changing his views

**i. Ref: 62/41/04/030 Apartment 3, Imperial Court, Castle
Hill, Lynton**

Erection of Conservatory

RECOMMENDED

Approval

ii. Ref: 62/41/05/031 High Mead, Furzehill, Barbrook, Lynton
Erection of wood store and motorcycle shed

RECOMMENDED

Approval

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

Erection of 5 No local affordable housing units, car parking and related works

Councillor J Travis declared a prejudicial interest in the planning application for Hobbs Yard as he is a member of North Devon District Council who are the applicants. He left the room and did not take part in the debate or vote.

RECOMMENDED

Approval

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

The meeting closed at 9.10pm

Chairman