

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE ESTATES AND AMENITIES COMMITTEE HELD IN THE JUBILEE ROOM AT THE TOWN HALL LYNTON ON WEDNESDAY THE 9TH MARCH 2005 AT 6.30PM

Present: Councillors
Mr R Gold (Chairman)
Mrs C G Bowden
Mrs S Hibbert
T Parker
B J Peacock
T Prosser
J Travis

Officer: Town Clerk

Apologies: Apologies were received from Councillors Mrs C Sim and C Lethaby.

279/04 MINUTES

That the minutes of the Estates and Amenities Committee held on the 9th February 2005, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

280/04 MATTERS FOR INFORMATION

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

- a. **Devon County Council** – Regeneration Role and Action Programme, available in the general office.
- b. **Street Collection Permit** 2nd May in aid of CLIC.
- c. **Street Collection Permit** 11th to 19th June 2005 in aid of MacMillan Cancer Relief in Lynton & Lynmouth, Barbrook, Brendon and Parracombe.
- d. **Street Collection Permit** 10th August 2005 in aid of Lyn Lions Club
- e. **Street Collection Permit** 18th August 2005 in aid of MacMillan Cancer Relief.
- f. **North Devon Mini Register** – Grand Tour 2005/Monday 29th August
- g. **Lynton & Lynmouth Music Festival** – request for road closure, official permission to be gained from Devon County Council.

- h. **DEFRA – Clean Neighbourhoods & Environment Bill** – Outline of measures for clean neighbourhoods and the Environmental Bill.

RECOMMENDED:

A copy of this document be published in the Lyn Valley News with suitable comments added where applicable.

- i. **Planning decisions**

Ref: 62/41/04/046 and 62/41/04/046 ILB Lynton & Lynmouth Cliff Railway, Lynmouth

Conversion of existing storage area within Lime Kilns to shop with related external alternations (Full)

CONDITIONAL CONSENT GRANTED

Councillor B Hobbs declared a prejudicial interest in the Lynton & Lynmouth Cliff Railway as he is the owner of the next door property. He left the room and did not take part in the debate or vote on same when this item was discussed.

Councillor Travis questioned this recommendation as he was of the opinion that consent was to be granted on condition that no structural alterations were made to the Lime Kilns. The Town Clerk was concerned as to the ownership of the lime kilns.

RECOMMENDED

- a. The Town Clerk to check the notes made at this meeting.
- b. A resolution book to be brought into force.
- c. The Town Clerk to report to Policy & Finance as to ownership of the lime kilns.

281/04 MATTERS FOR RECOMMENDATION

- a) Town Hall – Refurbishment
1. Internal Refurbishment

Councillor T Parker gave a brief situation report following a special meeting of the Council to discuss this matter. He felt that members were now more aware of the schemes progress; He had met with Mrs Cathy Richards' representative Mr Steve Pugsley and they had agreed to donate between £10,000 and £11,000 to the kitchen units; the Lyn Valley Society were prepared to donate £50,000 towards the cost of installing the lift with ancillary works etc. Members felt that they needed to know how much the Council was able to put to towards these improvements. The question of installing three phase electricity was also discussed.

The question of the use of the book shop by the Lyn Valley Society was discussed.

Councillor T Prosser declared a personal interest in the Lyn Valley Society as he is the Vice Chairman. He left the room and did not take part in the debate or vote on same when this item was discussed.

RECOMMENDED

- i. Town Hall internal refurbishment funding figure available from the Town Council to be considered at the next Policy & Finance Committee meeting.
- ii. The architect be instructed to amend the wiring specification to take into account the siting of the lift.
- iii. Town Hall refurbishment Committee look into the question of siting 3 phase electricity in the care takers office.
- iv. Town Clerk to make enquiries of neighbouring properties to establish any interest in connecting jointly to 3 phase electricity.
- v. The Town Clerk to look into the possibility of employing an expert on VAT to advise the Council on the aspect of VAT when refurbishing the town Hall.
- vi. To leave all current arrangements as they are but all letting rooms, as they become due for renewal, to be discussed fully before any new lease is entered into.
- vii. The Town Clerk to obtain the necessary quotations for kitchen requirements.

2. Town Hall Railings

Councillor Parker reported that he had now got the specification for the works required to the Town Hall Railings. Members asked about protection for the railings once they had been renewed/replaced.

RECOMMENDED

- i. Tenders be sought for this work
- ii. Proper protection for the railings be considered.

3. Town Hall Hand Rail

RECOMMENDED

This matter be held in abeyance pending the installation of the lift.

4. Public Telephone

The Town Clerk had received a quotation of £552 for a protected pay phone or £38 for a protected extension which would just call emergency services.

RECOMMENDED

No action to be taken until it is known how much the Town Council will be contributing the refurbishment of the Town Hall.

b) Valley of Rocks

1. Cattle Grids
2. ESA Fencing

It was reported that four contractors had been requested to tender for the fencing works and it was hoped that their figures could be taken to the next Policy & Finance Meeting. Councillor Gold and the Town Clerk had met with Mr Spaldi and he had

agreed in principal a new fence line, a letter had been sent to him confirming this.

Councillor Peacock requested that hedgehog ramps be considered when discussing cattle grid specifications.

3. Goats

Councillor Bowden had received complaints about the damage the goats were causing.

Councillor T Prosser declared a personal interest as he had been affected by goat damage. He left the room and did not take part in the debate or vote on same.

Councillor Bowden reported that she had had parishioners in tears about the damage the goats were causing and other members of Council had also received complaints about the goats, but as this was not an item on the agenda discussion and recommendation for action could not be made.

RECOMMENDED

This matter be put on the agenda for the next Policy & Finance Committee.

i. Claim for damages – Allotment Holders

This matter had been referred back by Full Council for further consideration. It was noted that an additional claim had been received from a hotelier who wished not to be named.

After further discussion it was

RECOMMENDED

That no claims for damages caused by the goats to be paid by the Town Council'

ii. British Feral Goat Research – Proposed visit by Council's advisor.

The Town Clerk reported that the Council's goat advisor would be making his study on the goats in the valley between the 4 and 9 April.

RECOMMENDED

He be asked to attend a meeting with the Valley of Rocks Management Group on Monday 4 at 7pm.

4. Car Park

The Town Clerk reported that he had received quotations for reinstatement works following the movement of the ticket machines etc for £1200 for 3 car parks. In addition a quotation of £300 had been received for reinstatement works for Manor Grounds and £2,000 for a basic repair to the car park surface in the Valley of Rocks. The contractor could complete the work before the Easter holiday

RECOMMENDED

Due to the urgency of getting this work done before Easter, the Town Clerk accept these quotations.

5. Cemetery

i. Future Provisions

The future of the Cemetery was discussed.

RECOMMENDED

The unpurchased section be released into the overall management of the cemetery.

ii. Internal Footpaths.

In house works had taken place in the cemetery to allow access from the top end, including edging in etc. However, the rhododendrons at top need attention.

RECOMMENDED

The species of rhododendron be established to see if they were cultivated or not as cultivated rhododendrons did not cause a problem.

iii. Fencing

The possibility of cutting and laying this fence was discussed.

RECOMMENDED

The Valley of Rocks Management Group look into this matter.

c. Zig Zag Footpath

Councillor Hobbs had walked this path and felt that it should be upgraded to an acceptable standard as it was good for tourism etc.

RECOMMENDED

The Town Clerk continue his discussions regarding responsibility for the repair work and report back to Estates and Amenities committee

d. Outcome of meeting with Exmoor National Park and Devon County Council

The Town Clerk had attended a meeting between the Exmoor National Park and Devon County Council who were looking into adopting paths and deciding on what repairs were needed etc.

e. Letter from LLAMA regarding the use of Manor Grounds

Copy of a letter from LLAMA requesting use of the Manor Ground for their music festival in 2005 had been circulated to members for their consideration.

RECOMMENDED

Permission be given subject to them moving their proposed indoor acoustic stage to their alternative location.

f. Ref: 62/41/00/034 & 62/41/00/035LB – The Homestead, East Ilkerton, Lynton Proposed conversion of farm buildings to two holiday units – agreement to amendment, for information.

g. Decision Register

The Town Clerk had tabled the decision register.

- i. Councillor Bowden reported that the mini JCC had been cancelled due to prominent members of the District Council being unable to attend.
- ii. Councillor Hibbert reported that she had planted 4 of the 5 trees and had one left over if required anywhere else.
- iii. South West Water had still not replied to the Town Clerks request for a meeting.
- iv. The Jubilee Room Committee/grant status to be placed on the decision register
- v. Resolution Book to be placed on the decision register.
- vi. Councillors Hobbs and Hibbert had been looking at signs in general and were looking for new Councillors to make a study on the general repair and need for signs. Councillor Peacock was asked to form a sub committee along with Councillor Hobbs and to ask Councillor Rodway to join them.

h. Town Clerks Report

Items under the Town Clerks report were covered in the Decision Register:

- i. The Town Clerk had however received a complaint about the goats from Mrs Morley whose property backed onto Holman Park, he had asked North Devon Homes to take action.
- ii. Councillor Hobbs felt that the monthly meeting between the Mayor, Deputy Mayor, chairpersons of both the Estates & Amenities and Policy & Finance together with the works foreman although very useful, were time consuming.
- iii. Councillor Bowden felt that the Town Clerk should limit the time he was available for contact by Councillors and Members of the public

RECOMMENDED

The monthly meeting comprise only the Town Clerk, chairperson of the Estates & Amenities Committee, Works foreman and the Mayor if available, this method to be tried out for a few months. The Town Clerk should only be contacted by Councillors between the hours of 9am and 10am.

282/04 MATTERS UNDER DELEGATED POWERS

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.

1. Planning

a) Ref: 62/41/05/009 – Fernleigh Guest House, Park Street, Lynton

Renewal of application 622/41/00/017 for the erection of a conservatory.

Councillor J Travis declared a prejudicial interest as he is an Elder at the United Reformed Church which is a neighbouring property. He left the room and did not take part in the debate or vote on same when this item was discussed.

RESOLVED

To recommend approval

- b) **Ref: 62/41/05/010 – High Tallet, Normans Cleave, Lynton**
1) erection of flat roofed second floor extension and balcony 2) erection of garage. (Resubmission of alternative proposals following refusal of application 62/41/04/008)

RESOLVED

To recommend Refusal as the proposals are out of keeping with the area, are also highly intrusive and would cause a loss of privacy for the neighbours either side and would have a detrimental impact on the backdrop to Lynton as a flat roofed extension would be totally out of keeping with the area and unsympathetic to other buildings.

- c) **Ref: 62/41/05/008LB – The Old Methodist Church, Lee Road, Lynton** – Listed Building Consent for the insertion of 2 No internal framed glass panelled doors.

RESOLVED

To recommend approval.

283/04 ANY URGENT BUSINESS

There were none

284/04 EXCLUSION OF THE PUBLIC AND PRESS

It is likely the Chairman will move

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.

- a) **The Manor Residential Home – Assignment of lease**

The Town Clerk had received two letters from the agent dealing with the proposed sale of the lease (1) requesting to know what information the Town Council would require if the lease were passed on i.e. bank reference etc., (2) if the Town Council would consider selling the freehold of the property.

RECOMMENDED

Under no circumstances would the Town Council consider disposing of the freehold of this building.

The Town Clerk to take advice from the District Council legal department as to what is required reference the lease and bring their comments back to Policy & Finance.

b) Tourist Information Centre - Lease

Councillor J Travis declared a prejudicial interest as he is appointed by North Devon District Council to serve as a representative. He left the room and did not take part in the debate or vote on same when this item was discussed.

Councillor T Prosser declared a prejudicial interest as the Tourist Information Centre sell his books. He left the room and did not take part in the debate or vote on same when this item was discussed.

RECOMMENDED

The Town Clerk to enter into negotiations for a rent review.

The meeting closed at 9.55 pm

Chairman