

***LYNTON AND LYNMOUTH
TOWN COUNCIL***



COUNCIL MEETING

***THURSDAY
15th December 2005***

***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 24TH NOVEMBER 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
B Peacock
T Prosser
Mrs E Rodway
Mrs C F Sim

Officer: Town Clerk

Also in Attendance: County Councillor Mrs Andrea Davis

Apologies: Apologies were received from Councillors J Travis and B O Windsor

The meeting opened with Prayers led by Councillor Mrs S Hibbert

With members agreement, the Mayor adjourned the meeting to allow Mr Ray Walters of South West Water to hold a question and answer session regarding the Sewage Treatment Works and other related matters.

Mr Walters informed the meeting that anti vibration blocks had been installed recently within the sewage treatment works which seemed to have reduced the noise level. Councillors felt that the whole situation was very unsatisfactory and had been going on for too long. Mr Walters appreciated there had been problems and asked Councillors to inform South West Water of dates and times when the odour was at its worst. Councillors requested that the liaison meetings be reinstated to deal with problems particularly odour which at times is still bad. The question of Bottom Meadow was also discussed and Mr Walters reported that this had been taken off the system for some reason but had now been reinstated and would be in line for routine maintenance from now on. The Mayor thanked Mr Walters for attending the meeting and it was

RESOLVED

The Monthly meetings to be reinstated, Mr Walters to liaise with the Town Clerk on meeting dates and times.

A resident of Lynmouth be requested to diarise when the odour is bad.

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PUBLIC QUESTION TIME

Prior to the commencement of the formal Council meeting Councillor Parker adjourned the meeting to enable to general public to ask questions of the Council.

The question of windows in the Town Hall was brought up by a member of the public who requested that the Council should consider secondary double glazing or very long curtains to stop the draught and the cold.

RESOLVED

This item to be put on the agenda for the next meeting of the Estates & Amenities Committee.

The condition of the wall alongside the road leading to the Valley of Rocks was once again discussed but as this did not belong to the Council there was very little that could be done about it at this stage.

The Mayor reconvened the meeting and with members agreement, brought forward agenda item 14, Devon County Council, enquiries of County Councillor and report of County Councillor.

156/05 ENQUIRIES AND REPORT OF THE COUNTY COUNCILLOR

There were no enquires and County Councillor Davis reported on:

1. **Devon Library Service Strategic Review:** Devon County Council has 56 library branches which meet only 13 of the 21 public library standards, they were 33rd out of 34 counties for net expenditure per population in 2003/04, 34th out of 34 counties for revenue expenditure per 1000 pop in 2003/04 with low staffing levels making it difficult to extend opening hours. However, Devon Library Service Strategic Review successes over the year including over 4 million visits with in excess of 400,000 registered members including 15,000 under fives, 850 enquiries were answered per year, 5 million items borrowed per year and 38,000 bookings each month to use computer terminals. The Strategic Review is asking what the service should offer, what its priorities are and how it can be provided in the future.
2. **Devon County Council Extended School Programme.** Children from the Lyn Area have not been able to participate in after hours activities because of lack of transport, funding has now been made available to provide a 15 seater coach on Wednesday evenings to enable children to stay on at school and take part in homework workshops and recreational activities.
3. **Hedges.** County Councillor Davies reminded those present that now was the time for hedges to be cut and therefore the roads could be slippery with hedge cuttings and leaves etc. She provided information leaflets for members to read. Councillors expressed their concerns that road drains were not cleared thus causing slippery surfaces and ice. It was pointed out that some road drains had in fact been tarmacadamed over.
4. **Devon Social services.** Following the proposed meeting on site at Lydiate Lodge when the representative from Devon Social Services had not attended, County Councillor Davies had not contacted Mr D Johnson and also Mr D Padfield to express her very grave concerns and dissatisfaction.

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RESOLVED

Councillor Sim had written a letter reference the tarmacadamed over road drains which was to be dealt with at the next meeting of the Traffic Management Group. The Town Clerk to contact Ian Rice of Devon Social services to arrange another meeting on site for Wednesday 7 December at 3pm if possible.

157/05 MINUTES

Minute Number 138/05 Report of Town Clerk. The Town Clerk had received a request from Mr J McGowan of LACT to amend the wording on item 2 LACT.

RESOLVED

Minute Number 138/05 to read *'The Town Clerk pointed out that the figure of £3000+ grant to Lyn in Bloom 2004, quoted in a previous letter to the Council, was taken from the Lyn in bloom accounts presented to LACT by Lyn in Bloom'*.

The Minutes of the Council Meeting held on the 27th October, 2005 copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

158/05 MATTERS ARISING FROM COUNCIL MINUTES

There were none.

159/05 COMMUNICATIONS

There were none however the Mayor reminded members present that the Civic Service would be held on the 4th December at 3pm.

160/05 OUTSTANDING BUSINESS

There was no outstanding business

161/05 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 9th November 2005

Minute Number 145/05 Matters for Recommendation (d) Beggars Roost Road closure. Councillor Lethaby requested a letter be sent to the occupier of the land in question, requesting that the gate be opened and no obstruction put in the way for the 84th Lands End Trial.

The Mayor pointed out that this item had already been covered under minute number 144/05 (c) the 84th Land's End Trial – 14th/15th April 2006.

Minute Number 145/05 Matters for Recommendation (h) suggested dates for JCC.

Councillors felt the main JCC and mini JCC meetings were getting later into the year each time

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RESOLVED

The dates for the JCC and mini JCC to be arranged at the beginning of the municipal year, in any event the main JCC to be no later than October.

Personnel Committee 9th November 2005

There were none

Policy & Finance Committee 16th November 2005

Minute number 153/05 Matters for Recommendation (b) Town Hall Refurbishment.

Councillor Parker wished this minute to be amended to reflect the detail of the discussion at Policy Committee. The minute now to read '*The cost of replacing the coping stones in distressed concrete would be £1500 to £1600 plus the cost of fitting estimated at £1500. Following the Town Clerk's discussion with Exmoor National Park's listed building officer, Councillor Parker undertook to ascertain the cost of replacing the coping stones with custom made bath stone copings. Councillor Parker had now received an estimate of £2188 plus fitting for this work.*'

RESOLVED

That minute 153/05 (b) Town Hall Refurbishment be amended as above and the Mayor, Deputy Mayor and Town Clerk to have delegated powers to place an order and apply for planning permission.

Minute number 153/05 Matters for Recommendation (c) Valley of Rocks (ii) Car park – Town Council's contribution to Scheme. It was

RESOLVED

The recommendation of the Council to allocate £8,500 be increased to £9,000 with the power to increase to a maximum of £15,000 once the final funding position was known, Exmoor national Park to contribute £15,000.

Minute number 153/05 Matters for Recommendation (e) 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.

Councillor Prosser requested a position statement with regard to the Pavilion but the Mayor as unable to furnish him with this at the present time as the matter is being dealt with by North Devon District Council as a confidential item as it involves negotiating with developers.

Minute number 153/05 Matters for Recommendation (f) Finger Posts.

Recommendation 3 was discussed by members.

RESOLVED

Recommendation 3 to read 'all advertisers to be restricted to one sign on one post.

All names to be agreed by the Estates & Amenities committee prior to being included on a finger post.

The matter to be referred back to Policy & Finance.

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162/05 REPORTS FROM OTHER COMMITTEES

Councillor Hibbert reported that a meeting of the Traffic Management Group had taken place which had been well supported. Following a request from the Council to have various items included on the agenda, these items together with items covered on the previous agenda were discussed. Councillor Hibbert informed the meeting that the

maintenance of the footpaths was now being taken over by Devon County Council. The failure of the speed sign at Lynbridge had been noted as had the request for car park signs. Councillor Peacock enquired if a decision had been made with regard to parking on North Walk.

RESOLVED

The matter of car parking signs be put on the agenda for the next meeting of the Policy & Finance Committee.

Councillor Peacock to obtain a plan from the general office and mark out the suggested lining of the area around North Walk.

163/05 POLICE REPORT

There was no representative from the police and no report had been submitted.

164/05 MOTIONS

There were no notices of motions

165/05 QUESTIONS

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

166/05 ENQUIRIES AND REPORT OF THE DISTRICT COUNCILLOR

In the absence of Councillor Travis there were no questions however he had submitted a written report to the Town Clerk:

Renewable Energy. The written report by Councillor Travis reported that he had attended a conference on renewable energy where he met the Commercial Director of Marine Current Turbines, Mr Joe Verdi who brought him up to date with progress. Mr Verdi informed Councillor Travis that the second prototype would almost certainly be installed in Ireland, partly so that it can be tested on a site with a smaller tidal range than Lynton, however if the second prototype proved successful, his Company were planning to construct the first two marine current turbine farms and one of these would be at Lynmouth. He stated that the consistent support of the Council had been a big factor in Company deciding this.

Councillor Travis felt that this would give Lynton & Lynmouth a real opportunity to become known as a centre for green energy, siting the water-powered cliff railway and the hydro electric power station on the East Lyn as fine examples. Given the current concerns about global warming and the need to reduce the use of fossil fuels, there is a huge interest in renewable energy which could be capitalised on to give a much needed boost to our tourist industry.

Councillor Travis envisaged a centre for alternative energy in our town which would do four things:

1. tell the story of our Towns early green initiatives with the construction of the cliff railway and East Lyn Power station.
2. Inform visitors about more recent renewable energy initiatives i.e the West Lyn Hydro-electric plant and marine current turbine.

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3. Promote sustainable energy – actively encouraging the visiting public to use energy saving measures
4. to use the latest alternative energy technology with the centre as a way of demonstrating what can be done.

Funding for this centre would be sought through the Coastal & Market Town Initiative.

RESOLVED

This item should be placed on the agenda for the next Policy & Finance Committee to consider setting up a working group.

167/05 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

Councillor Bowden had not attended the recent meeting, so as acting Chairman of the Trust Councillor Hibbert reported that matters were no further forward with regard to the Market Hall although the LCDT were working with the MCTI and various groups to move this matter forward. Middleham Gardens were going well and the LCDT had a table top stall at the Minstrels Bazaar.

168/05 REPORT OF TOWN CLERK

The Town Clerk reported

1. **Lynmouth Hill Road closure**- downhill lane only from the 12th to the 16th December 2005.
2. **Crest.** The crest would be removed and taken away within the next week to enable a price and method for restoration to be assessed
3. **Balcony.** The paintwork on the balcony would need attention once the crest had been removed.

Councillor Lethaby suggested a crest on a tie or scarf might be a good idea as a fundraiser for the Town Council, Councillor Peacock stated that he knew a company that would do this sort of thing.

Councillor Sim reported that the seat at the top of North Walk had been removed and requested this to be put back as a lot of people use this seat. The question of seats generally was discussed.

Councillor Hobbs enquired about damage that was being caused to the putting greens, the Town Clerk informed him that a badger was causing this damage and that methods of dealing with the problem were being investigated.

RESOLVED

Councillor Peacock to look into the possibility of having the crest embroidered on a tie and/or scarf and report back to the next meeting with prices.

The matter of memorial seats to be placed on the agenda for the next meeting of the Estates & Amenities Committee.

The question of the putting green and badger damage to be placed on the agenda for the next meeting of the Estates & Amenities Committee.

169/05 REPORTS OF ANY OTHER COUNCILLORS

Councillor Hibbert reported that she had attended a meeting of the Exmoor National Park Parish Forum. Three of the agenda items had been proposed by Lynton & Lynmouth Town Council and these included signing to Exmoor, the Pavilion and the

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effects of the new licensing laws on Town and village halls. She reported that the latter had caused quite a stir as many people had not understood properly the implications.

170/05 ANY OTHER URGENT BUSINESS

There was no urgent business

171/05 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

172/05 COMMITTEE REPORTS

Meeting of the Estates & Amenities Committee 9th November 2005 – confidential items

RESOLVED

These minutes be accepted

Meeting of the Personnel Committee 9th November 2005 – confidential items

RESOLVED

These minutes be accepted

The meeting closed at 4.36 pm

Chairman

MINUTES OF THE MEETING OF THE ESTATES AND AMENITIES COMMITTEE
HELD IN THE COUNCIL CHAMBER AT THE TOWN HALL LYNTON ON THURSDAY
THE 1ST DECEMBER 2005 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
T Prosser
Mrs C F Sim
J Travis (part meeting)

B Windsor (although not on this Committee)

Officer: Town Clerk

Apologies: Although not on this Committee apologies were received from Mrs E Rodway.

173/05 MINUTES

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

174/05 MATTERS FOR INFORMATION

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

- a. Devon Talk – Winter 2005**
Available for members in the general office
- b. Access on Exmoor – Exmoor National Park newsletter regarding public rights of way.**
Available for members in the general office
- c. Devon County Council – In Touch Monthly News Round-up November 2005.**
Available for members in the general office
- d. North Devon District Council – Door Staff & Licensing**
Prior to the meeting members had received a copy of a letter from North Devon District council reference door staff and licensing. This letter was not clear and considerable discussion took place as to the implications of appointing door stewards and the responsibility of the licence holder. Members felt that this should not be borne solely by Councillor Lethaby who was the license holder. It was

RECOMMENDED

- 1 The matters to be put on the agenda for the next meeting of the Policy & Finance committee by which time, it would be hoped that the Town Clerk could get more clarification.
 2. The Town Clerk to write to the Police, explaining the position and inviting them to attend a public meeting to clarify the implications.
- e. **Road Traffic Regulation Act 1984 – Closure of Lynmouth Hill (down Hill only), Lynton & Lynmouth From Castle Hill to Watersmeet Road, 12th December 2005 to 16th December 2005.**
- f. **Planning decisions**
None

175/05 MATTERS FOR RECOMMENDATION

a. Town Hall - Internal Refurbishment/ Position Statement

i. Kitchen

A meeting had been arranged with English Heritage to discuss the details of the proposals for the Kitchen

ii. Lift

Councillor Parker had previously reported that the Planning and Listed Building applications had been submitted.

iii. Three Phase electricity

The three phase electricity was connected and working but there was still some electrical wiring to be completed.

iv. Railings

An application for Listed Building was to be submitted with the coping stones constructed in concrete.

b. Valley of Rocks - Position statement

i. Management Group

A meeting of the management group to be arranged. Councillors reported complaints about the goats entering the cemetery and Holman Park etc. The excellent work carried out by the works foreman and his staff on the cemetery wall was commented on.

RECOMMENDED

Councillor Rodway be asked to arrange a drive to drive the goats back onto South Cliff.

The Works Foreman and his staff to be congratulated on the excellent standard of work on the wall at the cemetery.

ii. Fencing/Cattle Grids

Councillors enquired the present position with regard to the fence and cattle grids. The Town Clerk informed the meeting that the fence was being erected albeit slowly and that the legal procedure had started with regard to the cattle grids. Councillors enquired the percentage of fencing that had been completed and what was yet to be completed.

RECOMMENDED

The fencing and cattle grids in the Valley of Rocks to be placed on the agenda for the next meeting of the Policy & Finance committee when the Town Clerk would have percentages.

iii. **Erection of Grazing Animal Sign**

The Town Clerk had received a request from the grazier of the Valley of Rocks to erect signs warning the public of grazing animals. Members felt that no more signs were needed in the valley and it was

RECOMMENDED

That the Town Clerk ascertain the legal implications and report back to the next meeting of the Policy & Finance Committee.

c. **Preparation of Lottery Bids – Position Statement**

i. **Holman Park**

Councillor Bowden reported that no further meetings had taken place although David Mirrow was liaising with Robert Crabb.

At this point in the meeting Councillor J Travis arrived and apologised to Councillors for his lateness.

ii. **Valley of Rocks**

a. **Access Area**

b. **Meadow Land Project**

c. **Wringcliffe Bay**

The Town Clerk reported that this lottery bid was to be split into 3 as above. Councillor Sim reported that no further meeting had taken place. Councillor Peacock reported that he had made a visit to Wringcliffe Bay but felt that an engineer was needed to advise the Council on this project. Councillor Travis enquired how much the Council was paying towards the costing of the greening of the car park.

RECOMMENDED

Wringcliffe Bay might be suitable as an Army project.

iii. **Town Hall**

Councillor Parker reported that he was waiting for definite plans and then would be able to get costings.

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.

Councillor Mr J Travis declared a personal interest in the Pavilion as he used to sell books in the Pavilion.

The Town Clerk reported that an initial thumb nail bid had been submitted to the Exmoor Trust who now wanted more detail and the Town Clerk was supply

same. However, Exmoor National Park were submitted their own bid for the Pavilion so this had not been included in the Town Clerk's submission.

d. Manor Grounds – Manor House Residential Home

The Chairman moved that this item be dealt with as a confidential item.

e. Manor Grounds - Putting green – problem with badger

The badger had moved on but the damage caused was severe and only one half of each putting green would be available for use in the spring.

f. Memorial Seat maintenance

The Town Clerk reported that the seat above Poets Corner was being replaced with a good quality memorial seat; a green bench was to be placed at Holman Park which would be set on a concrete base and bolted down. There were three further applications to place memorial seats in the area.

g. Decision Register

- **Lydiate Lodge Footpath** Councillor Travis requested that the word 'designation' be inserted after the heading in the decision register. The Town Clerk reported that he was hoping to have arranged a meeting with Ian Rice of Social Services for this coming Wednesday but Mr Rice could not make this and had pointed out that if any meeting took place, no one was to enter Lydiate Lodge Grounds. The Town Clerk had reported the situation to County Councillor Andrea Davis.
- **Breakwaters** Councillor Prosser asked the present position and was informed that this matter would be dealt with at the JCC meeting.
- **Clooneavin Path** Councillor Hobbs commended Mr Allen for the work he was doing and asked the Council to continue with their support.

h. Town Clerks Report

The Town Clerk reported:

- 1. Car Parking.** He reminded members that this item was on the agenda for the next meeting of the Policy & Finance Committee and he would be enclosing with the agenda copies of emails concerning this. Councillor Travis advised members of discussions that had taken place about car parking charges at a meeting he had attended in Barnstaple.
- 2. Town Hall.** An offer had been made to pay for a licence to allow the Town Hall to be used for Weddings but this item would be put on the agenda for the next meeting of the Policy & Finance Committee.

Councillor Parker enquired if the Town Clerk had made any further enquiries with regard to renewable energy in connection with the Town Hall boiler. The Town Clerk informed him that he had contacted Exmoor National Park for the names of consultants who were involved in Sustainable energy initiatives.

Councillor Hobbs requested that Lynbridge Car Park be placed on the agenda for the next meeting of the Policy & Finance Committee.

Councillor Howells reported that he had met with Kevin Dentith of Devon County Council reference hand rails on the bridges in and around Lynmouth. 3 needed attention and Mr Dentith was preparing a risk assessment.

Councillor Howells also reported that he had been in touch with the Environment Agency reference the state of the river banks etc., and they were going to get these areas cleared.

Councillor Hobbs commended the above two actions but enquired if the Town Clerk was aware of these matters and requested that all items go through the Town Clerk in future.

176/05 MATTERS UNDER DELEGATED POWERS

a. Planning

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

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

Erection of 5 No local affordable housing units, car parking and related works, as additional plans dated 31/10.05 as amended plan (L145 05 2lb) dated 17/11/05 showing alterations meet Highway requirements for both this application and application 62/41/03/018 (which concerns the conversion of the former Chapel to 12 flats)

RECOMMEND APPROVAL

Ref: 62/41/05/038LB Lynton Town Hall, Lee Road, Lynton (the Planning Application had been received previously)

Councillors declared a prejudicial interest in this planning application as the property is owned by the Town Council. No debate or vote took place.

Listed Building Consent for demolition of existing rear stair access, insertion of new disabled access (new stair and internal alterations to improve access for disabled facilities).

177/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

Councillor Sim informed Councillors that the Community Alliance were holding a workshop on the 7th December. She was no longer the Councils representative and asked if any member wished to go.

PART 2

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

176/05 MATTERS FOR RECOMMENDATION

a. Manor Grounds – Manor House Residential Home

Councillors discussed the proposals for the Manor Residential Home.

The meeting closed at 8.00 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 7TH DECEMBER 2005 @ 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

Apologies: There were none

180/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 16th December 2005, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

181/05 MATTERS FOR INFORMATION

PLANNING DECISIONS

- a. There were none but Councillor Travis reported that he had attended a planning meeting of Exmoor National park who had granted planning permission for Hobbs Yard.

182/05 MATTERS FOR RECOMMENDATION

a. Town Hall Refurbishment

i. Position Statement

Councillor Parker reported that matters were moving along apace and a meeting had been arranged with English Heritage to discuss the kitchen and lift requirements.

ii. Crest repair

Due to the confidential financial nature of this item, the Chairman moved that it be dealt with under part 2 of the agenda

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. Fencing/Cattle grids

The Town Clerk informed the meeting that the fencing contractor had completed approximately 75% of the fencing on the seaward side of the road and hoped to finish this section by Christmas. With regard to the section on the other side of the road he anticipated this would be completed by the end of January, Exmoor national Park were also hoping to meet this target with their fencing commitments. With regard to the cattle grids, advertising had been instigated and the legal papers drawn up. Councillor Travis requested that Highways be asked to ensure the fencing erected by them on either side of the cattle grids was stock proof.

ii. Legal implications of erecting Grazing Animal Signs.

The Town Clerk reported there was a legal obligation to erection cattle grid signs either side of the cattle grid. It may be possible to erect grazing animal signs on these notices if required but members felt they wanted as few signs as possible.

RECOMMENDED

The signs to be erected meet the minimal traffic requirements.

c. Preparation of Lottery Bids – Position Statement

i. Holman Park

Councillor Bowden had no report to make

ii. Valley of Rocks

Councillor Hibbert had no report to make

iii. Wringcliffe Bay

Councillor Peacock had no report to make

iv. Town Hall

This item had been covered under (a) I above.

The Town Clerk reported that he would be talking to the lottery consultant with regard to the above projects. Members asked for clarification of what was needed and were reminded that this had been given to them during the presentation of the lottery bid by the consultant. Councillor Travis reminded members that applications for grant from the Exmoor Sustainable Development Fund had to be in by January. The meeting were informed that there was possibly a grant becoming available from Devon County Council for sports facilities and the Town Clerk was requested to meeting up with Robert Crabb early in the new year to discuss this and other matters.

d. Pavilion – Position Statement

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.

Councillor Mr J Travis declared a personal interest in the Pavilion as he used to sell books there.

The Town Clerk reported that Exmoor National Park were aware of the Town Council's wishes however progress was very slow and Councillor Travis was applying pressure.

e. Review of charges for 2006/07

The Finance Officer had distributed copies of the review of charges to Councillors prior to the meeting, with suggestions to take effect from the 1st April 2006.

- Cemetery Charges

RECOMMENDED

Increase as proposed

- Harbour charges

RECOMMENDED

Increase as proposed

- Allotment Charges.

Councillor Mr B Hobbs declared a prejudicial interest in the Allotments as he rents an allotment. He left the room and did not take part in the debate or vote.

The Finance Officer explained that no increase could take place this year as 12 months notice had to be given. He also explained that the grazing fields were under licence.

RECOMMENDED

Notice to be issued that the rental for Allotments will increase to £16 per allotment as from April 2007.

An increase on the same ratio of rental for Hollerday Hill and Station Road to be put in place at that time also.

- Manor

Councillor Lethaby asked why there was no family putting ticket and discussion took place as to family tickets and season tickets.

The Town Clerk reminded members of the criteria for declaring prejudicial and person interests in subjects.

RECOMMENDED

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.

5. The item to be placed on the agenda for the net meeting of Policy & Finance to discuss the details of implementation.

- Town Hall Charges

RECOMMENDED

1. Due to the impending works on the town Hall refurbishment no increase be implemented at this time.
2. The matter of charges for the Town Hall to be reviewed in September.
3. Consideration of charging for the kitchen as a separate item to be considered when works completed.

- Valley of Rocks Concession

Councillor Mrs C Bowden declared a prejudicial interest in the Valley of Rocks Concession as her son is employed by the Tea Rooms. She left the room and did not take part in the debate or vote.

RECOMMENDED

The Town Clerk to negotiate an agreement for 2006.

- Deck Chair Concession Manor Grounds

RECOMMENDED

No increase be implemented this year.

f. Budget 2005/2006 Review as at 31st October 2005

The Finance officer had distributed copies of the budget review as at the 31st October 2005 for both the Agency and the Town Council budgets to Councillors prior to the meeting,

i. Agency

Mid year figures indicated that the Agency was performing satisfactorily and that budget targets would be met. New members enquired the implications of the agency and it was

RECOMMENDED

- a. A small working party be formed to explain the implications to new members.
- b. The JCC be put on the agenda for the Parish Meeting and the public be invited to attend to have the Agency explained.

ii. Town Council

Mid year figures indicated that the Town Council was performing satisfactorily and that budgets would be met. The question of the Ice Cream Sales was discussed as was the managements of the goat herd, car park machines and the church clock etc.

RECOMMENDED

- a. In future a special Council meeting be held to discuss the budgets
- b. Ice Cream sales to be placed on the agenda for the next meeting of the Policy & Finance Committee to consider.

g. Car Park Charges 2006/07

Prior to the meeting members had received copies of emails from hotelier sent to the Town Hall requesting no increase in car park charges.

Councillor Mr B Howells declared a prejudicial interest in the Car Park charges as he is a hotelier in Lynmouth in Lynmouth. He left the room and did not take part in the debate or vote.

Members discussed this item in detail and it was

RECOMMENDED

- i. A 24 hour ticket for hotels and guest houses be implemented at £2 per 24 hours.
- ii. Car Park charges be altered to £0.80 for one hour, £1.50 for 2 hours, the remaining hours to be charged as at present ie 3 hours £2.10, 4 hours £2.80, 5 hours £3.50, 6 hours and over £4.20
- iii. Evening charges to stop at 7pm with a minimal overnight charge.
- iv. The Town Clerk and finance Officer to assess the implications of the above and report back to the special budget meeting in January with their findings.
- v. A special meeting to be held in January to discuss the budget and car parking implications. This meeting to be well advertised with the opportunity for the public to attend.
- vi. The Town Council's Seasonal Staff be thanked for their work and commitment during the season.

h. Renewable Energy – Formation of Renewable Energy Group

Councillor Travis reported that he had attended a conference on renewable energy where he met the Commercial Director of Marine Current Turbines, Mr Joe Verdi who informed him that the second prototype would almost certainly be installed in Ireland, partly so that it can be tested on a site with a smaller tidal range than Lynton, however if the second prototype proved successful, his Company were planning to construct the first two marine current turbine farms and one of these would be at Lynmouth. Councillor Travis felt that this would give Lynton & Lynmouth a real opportunity to become known as a centre for green energy, siting the water-powered cliff railway and the hydro electric power station on the East Lyn as fine examples. Given the current concerns about global warming and the need to reduce the use of fossil fuels, there is a huge interest in renewable energy which could be capitalised on to give a much needed boost to our tourist industry.

Councillor Travis envisaged a centre for alternative energy in our town which would do four things:

1. tell the story of our Towns early green initiatives with the construction of the cliff railway and East Lyn Power station.
2. Inform visitors about more recent renewable energy initiatives i.e the West Lyn Hydro-electric plant and marine current turbine.
3. Promote sustainable energy – actively encouraging the visiting public to use energy saving measures
4. to use the latest alternative energy technology with the centre as a way of demonstrating what can be done..

RESOLVED

This item should be placed on the agenda for the next Policy & Finance Committee to consider setting up a working group.

i. Request for Grants

i. Lyn Association of Commerce and Tourism – Car Park Display Boards.

The Town Clerk had received a request from LACT for a grant towards signage on car park boards. They had 15 spaces at £40 each.

RECOMMENDED

- a. The Town Clerk to speak to LACT about the possibility of the Town Council purchasing the remaining 15 spaces
- b. The Town Council to agree what to amenities to advertise in these spaces.
- c. The Town Clerk to request that the back of the car park boards be inscribed thanking people for visiting Lynton & Lynmouth where possible.
- d. The Town Clerk to report to the next Policy & Finance Committee.

ii. Lynton Panto Group

Councillor Mrs C Bowden declared a prejudicial interest in the Pantomime Group as she is a member of the Pantomime Committee. She left the room and did not take part in the debate or vote.

Councillor Mr B Peacock declared a prejudicial interest in the Pantomime Group as he is a member of the Pantomime Committee. He left the room and did not take part in the debate or vote.

Councillor Mr C Lethaby declared a prejudicial interest in the Pantomime Group as he is a member of the Pantomime Committee. He left the room and did not take part in the debate or vote.

The Town Clerk had received a request from the Pantomime Committee to grant aid the hiring charges of the Town Hall as they are contributing their takings to the restoration of Holman Park.

RECOMMENDED

A grant of £135.00 be awarded which equates to their hire costs of the Town Hall.

j. Finger Posts

Councillor Hibbert reported that the finger posts had been sent away for sand blasting.

k. Exmoor Local Access Form – Request for Agenda Items.

As this meeting was not being held until the 1st March it was

RECOMMENDED

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

l. Web casting Council Meetings

The Town Clerk had received an email for a member of the public requesting the Council to consider web casting council meetings.

RECOMMENDED

No further action be taken.

m. Road/route signing at Blackmoor Gate

RECOMMENDED

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

n. **Decision Registers**

2. **Lydiate Lodge Footpath** The Town Clerk reported that he had written to Ian Rice of Social Services stating that if he could not attend a meeting could he suggest another person with suitable authority to attend a meeting in his place. He had also written to Devon County Council requesting this footpath be designated a public right of way.
3. **General Signposting – tourism** a sub committee be formed comprising of Councillors B Hobbs, B Howells and B Peacock to deal with this matter.
4. **Wringcliffe Bay** The Town Clerk had talked to Exmoor National Park who were going to provide the names of suitable engineers. If nothing forthcoming the Town Clerk to contact the Army.
5. **South West Water Meeting** The Town Clerk had written to South West Water requesting dates for a liaison meeting.
6. **Bus Service** Councillor Howells was not at the meeting when the presentation from the Bus Company was made, so members briefly outlined the present position.
7. **Sir George Newnes Bust** Town Clerk dealing with this item.

o. **Town Clerk's Report**

The Town Clerk had nothing to report that had not already been covered previously and there were no questions to him.

183/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

1. **Clarification of door staff/stewards and licensing**

PC P Dawe, Barnstaple Police and the Licensing Officer for North Devon District Council had been invited to attend a meeting to discuss these matters on Wednesday 11th January at 5pm prior to Estates & Amenities, when members of the general public, hoteliers, pubs and parish councils etc., will be welcome to attend.

2. **Licensing of Town Hall for Weddings**

The Town Clerk outlined the costings to having the Town Hall licensed to hold weddings. He explained that a representative from the relevant authority would be visiting the town Hall to see if it was suitable in the near future.

RECOMMENDED

The matter be referred back to Estates & Amenities once the visit from the relevant authority had been made.

3. **Lynbridge Car Park**

Due to the shortage of time, this item was referred back to the next meeting of the Policy & Finance Committee.

4. **Manor Grounds – Manor House Residential Home**

The Chairman moved that this item be dealt with as a confidential item

184/05 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT –

The Financial Statements for November 2005 to be presented at full Council.

b. SEASONAL UNDERTAKINGS

The statement of income for November 2005 were table and considered at the meeting.

RESOLVED

That the report be noted.

c. CHEQUES

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

The Town Clerk declared a personal interest in cheque number 5570.

The cheques were signed at Committee.

RESOLVED:

Cheque number 5575 be held back until members had seen a list of charges and payments made to date.

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

185/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

PART 2

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

186/05 MATTERS FOR RECOMMENDATION

i. Manor Grounds – Manor House Residential Home

The assignment of the lease of the Manor House Residential Home was discussed.

ii. Town Hall Crest Repair

The Town Clerk reported on the proposed repairs to the Town Hall Crest.

The meeting closed at 9.35pm

Chairman