

***LYNTON AND LYNMOUTH
TOWN COUNCIL***



COUNCIL MEETING

THURSDAY
23rd February 2006

***Town Hall
Lee Road
Lynton
North Devon EX35 6HT***

Tel : 01598 752384

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL HELD AT THE TOWN HALL, LYNTON ON TUESDAY 24TH JANUARY 2006 @ 6.30pm

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
J F Travis

Officers: Town Clerk and Finance Officer

Apologies: Apologies were received from Councillors Mrs C Sim and B Windsor.

With members approval, relevant Standing Orders were suspended to enable members to speak more than once and to remove the requirement for members to stand when addressing Council.

It was

RESOLVED

That any decisions made by Special Council should not be a resolution of the Council until considered by full Council on the 26th January 2006.

216/05 CAR PARK CHARGES 2006/2007

The Finance Officer introduced the back ground papers showing the time profiles of vehicles staying in the car parks at Lynton & Lynmouth, the income generated and a summary of the income from individual car parks together with the income from the sale of season tickets and four day and weekly tickets.

a. Valley of the Rocks Car Park

It was

RECOMMENDED

that the charges be:

£0.60 for one hour

£1.00 for two hours

£2.50 for three hours and over

Strictly no parking to be allowed after 10pm

b. Agency Car Parks

After considerable discussion, it was proposed that car park charges be levied as follows:

£0.80 for 1 hour
£1.60 for 2 hours
£2.30 for 3 hours
£3.00 for 4 hours
£3.60 for 5 hours
£4.20 for 6 hours and over

An amendment to this proposal was made that car park charges be levied as follows:

£0.75 for 1 hour
£1.50 for 2 hours
£2.25 for 3 hours
£3.00 for 4 hours
£3.60 for 5 hours
£4.20 for 6 hours and over

The amendment to the original proposal was not carried whereby the original proposal became the substantive motion.

An amendment to the substantive motion was made that car park charges be levied as follows:

£0.80 for the first hour
£1.60 for 2 hours
£2.30 for 3 hours
£3.00 for 4 hours
£3.60 for 5 hours
£4.00 for 6 hours and over

This amendment to the original proposal was defeated on the Chairman's casting vote.

A proposal that no increase be made to car park charges was not carried.

The original proposal became the substantive motion and this was approved by Council.

RECOMMENDED

That car park charges for Agency car parks be introduced as follows:

£0.80 for 1 hour
£1.60 for 2 hours
£2.30 for 3 hours
£3.00 for 4 hours
£3.60 for 5 hours
£4.20 for 6 hours and over

c. 4 day and 7 day tickets

It was proposed and carried that no increase be made to the charges for 4 day and 7 day tickets.

RECOMMENDED

That the charges for a 4 day ticket be £8.00 and a 7 day ticket be £12.00.

A proposal was made that a **new 24 hour ticket** be introduced for sale by hotels and guest houses.

Councillor B Howells declared a prejudicial interest at this point as he is the owner and operator of a hotel in Lynmouth. He left the room and did not speak or vote thereon.

After discussion it was

RECOMMENDED

That a special ticket be introduced for sale by hotels and guest houses at the rate of £2.00 for 24 hours.

The following conditions to apply

The ticket to run from mid day to mid day.

The tickets only to be sold by hotels and guest houses with no commission being paid.

The operation of the scheme to be strictly checked and the concession withdrawn from any hotel that contravenes these conditions.

Councillor Lethaby abstained from voting.

d. Charging Period (Agency Car Parks)

It was proposed that the charging period be changed to 10am to 6pm. An amendment was proposed that the charging period be 10am to 7pm. The amendment was lost and the original proposal became the substantive motion. It was

RECOMMENDED

That the charging period be from 10am to 6pm with a single charge of £0.50 for overnight parking (6pm to 10am).

e. Coach Parking

It was

RECOMMENDED

Coach Parking in designated coach parking spaces, continue to be free

Members emphasised the importance of the rapid introduction of potential new parking spaces and were unhappy with the delays attached to obtaining engineers opinions.

At this point and with members approval, the Mayor adjourned the meeting to allow a member of the public to speak. The member of public cautiously welcomed the charges and thanked the Mayor for being granted the opportunity to speak.

The meeting was reconvened.

Members discussed in detail the draft budget circulated with the agenda and the following points were made:

1. It should be stressed to the JCC the importance of completing the works to the Causeway during the 2006/07 financial year to protect the works already partially completed.
2. Members requested that a sum of £1,000 be included in the estimates to enable design work to be carried out for a scheme at Longmead Cemetery.

RECOMMENDED

1. That the Town Council representatives on the JCC stress the importance of completing the works to the Causeway.
2. That a sum of £1,000 be included in the estimates to enable a scheme to be prepared for Longmead Cemetery.
3. That the agency estimates for 2006/07 as attached to the signed minutes be approved and forwarded to North Devon District Council for their approval.

218/05 TOWN COUNCIL BUDGET 2005/06

Members discussed the draft budget distributed with the agenda. The Town Clerk and the Finance Officer jointly outlined the content of the 2006/07 draft forward budget and answered questions from Councillors.

RECOMMENDED

1. That the estimates for expenditure for the year 2006/07 for the Town Council as attached to the signed minutes be approved and confirmed.
2. That as a consequence of the above, a precept of £23,500 be set for the year 2006/07.

219/05 REVIEW OF FUND BALANCES

a. Agency

Members considered the position statement on fund balances together with the projected surplus for the 2005/06 financial year.

RECOMMENDED

1. That the agency operating surplus for the 2005/06 financial year be allocated to the various fund balances as contained in the statement attached to these minutes.
2. The fund balance statement to be forwarded to North Devon District Council for their approval.

b. Town Council

Council considered the fund balance position statement and the operating surplus projected for the 2005/06 financial year.

RECOMMENDED

That the operating surplus be allocated to fund balance as indicated in the statement attached to the signed minutes.

The meeting closed at 9.27pm

Chairman

LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD AT THE TOWN HALL,
LYNTON ON THURSDAY 26TH JANUARY 2006 @ 3pm

PRESENT:

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

Officers: Town Clerk and Town Council Secretary (part meeting)

Apologies: Apologies were received from Councillor Mr B Windsor

The meeting opened with Prayers led by Councillor Mr J Travis

The mayor apologised for starting the meeting later than advertised but he and the deputy Mayor had been attending a funeral in their civic capacity

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.

A representative of the Lyn Valley Playschool asked Councillors the present position and future plans for the play area in Bottom Meadow Car Park as this was an integral play area for the play school. The Town Clerk informed the meeting that all but one item of play equipment had been removed on safety grounds, the site was owned by North Devon District Council and that no decision on its future had yet been made. There were however, three options for the site (1) to re-establish the play area and replace the play equipment (2) increase the car parking spaces by incorporating this area (3) use the area for local need housing. A JCC meeting was to be held in early February when this matter would be discussed in more detail but it was pointed out that it was hoped to create a safe play area at Holman Park.

RESOLVED

The matter to be discussed at the proposed JCC meeting and Lyn Valley Playschool kept informed of any decisions.

The Mayor reconvened the meeting.

220/05 MINUTES

The Minutes of the Council Meeting held on the 15th December 2005 copies of which had been previously circulated.

Minute Number 193/05 Committee Reports, Policy & Finance Committee 7th December 2005 Matters for Recommendation, item (f) budget 2005/2006 review as at 31st October 2005 (ii) Town Council – it was proposed that the wording on this minute be amended from ‘.....and the item be placed on the Council agenda’ to read ‘..... and the item be placed on the Council Calendar’.

RESOLVED

Minute Number 193/05 Committee Reports, Policy & Finance Committee 7th December 2005 Matters for Recommendation, item (f) budget 2005/2006 review as at 31st October 2005 (ii) Town Council – the wording on this minute be amended from ‘.....and the item be placed on the Council agenda’ to read ‘..... and the item be placed on the Council Calendar’.

The Minutes of the Council Meeting held on the 15th December, 2005 copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

221/05 MATTERS ARISING FROM COUNCIL MINUTES

Councillor Bowden enquired if a date had been set for a meeting with Magna Homes and the Town Clerk informed her that the meeting was to be held on the 31st January 2006.

222/05 COMMUNICATIONS

A letter had been received from a trader requesting a finger post – this matter to be considered later in the meeting.

223/05 OUTSTANDING BUSINESS

There was no outstanding business

224/05 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 11th January 2006

Minute number 207/05 Matters for Recommendation, item (a) Town Hall – Internal Refurbishment (iv) Main Hall Windows - draughts Councillor Lethaby stated that the Hall was very cold due to the draughts.

Minute number 207/05 Matters for Recommendation, item (c) Preparation of Lottery Bids (i) Holman Park Councillor Lethaby reported that a member of the public who had bought a house bordering Holman Park had put up a new fence which he felt encroached onto Holman Park. The Town Clerk was aware of this and had reported the matter to North Devon District Council, Estates Department.

RESOLVED

The matter to be discussed at the forthcoming JCC meeting.

Minute number 207/05 Matters for Recommendation, item (c) Preparation of Lottery Bids (iv) Pavilion. The Town Clerk reported that he had been given permission by NDDC to inform members of the present position.

Minute number 207/05 Matters for Recommendation, item (f) Lydiate Lodge. It was pointed out that the date of the meeting with Mr Ian Rice had been wrongly recorded as being on the 15th November when in fact the meeting was to be held on the 15th February 2006. Councillor Travis asked the present position with regard to the footpath being designated a public right of way.

RESOLVED

Minute number 207/05 Matters for Recommendation, item (f) Lydiate Lodge to read ‘*The Town Clerk reported that a meeting had been arranged with Mr Ian Rice of Devon Social Services for the 15th February 2006.*’

Minute number 207/05 Matters for Recommendation, item (i) Town Clerks Report. Councillor Travis asked the present position with regard to the idea of an apprentice for the works foreman.

RESOLVED

This matter to be discussed at the next meeting of the Personnel Committee due to be held in February.

Policy & Finance Committee 18th January 2006

Minute number 212/05 Matters for Recommendation, item (b) Valley of Rocks (iii) Erection of grazing animal sign Councillor Hibbert enquired the present position with regard to putting the graziers telephone number on the sign. The Town Clerk reported that he was awaiting a reply from the County Council.

Minute number 212/05 Matters for Recommendation, item (c) Preparation of Lottery Bids (i) Holman Park. Councillor Hobbs informed the meeting that a lot of work had so far been done on the preparation of the lottery bid. The next stage was the need to have plans drawn up for the next phase and he asked the Council to consider releasing £2,000 from the Holman Park fund.

RESOLVED

£2,000 to be allocated to the drawing of plans, to be submitted to the Council in the first instance for approval.

The matter to be raised at the JCC and Councillors to see the agenda for the JCC.

Minute number 212/05 Matters for Recommendation, item (g) Finger Posts (ii) request from Art & Crafts.

Councillor Mrs C Bowden declared a prejudicial interest in the request from Art & 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.

Councillor Mrs C Sim declared a prejudicial interest in the request from Art & Crafts for a finger post as she is the owner of a retail outlet which had requested a finger post. She left the room and did not take part in the debate or vote.

Councillor Hobbs felt that due to the time scale involved, members of the public would not have time to consider this matter fully and make any representations.

RESOLVED

The matter of the Art & Crafts finger post and the written request for a finger post tabled under COMMUNICATIONS on this agenda to be placed on the agenda for the next meeting of Policy & Finance.

All other finger posts to be ordered as previously stated.

Minute number 212/05 Matters for Recommendation, item (i) E.Base Questionnaire. Councillors Travis and Parker together with the Town Clerk were completing this form. Councillor Travis stated that North Devon District Council were also sending out a similar questionnaire and when reviewed, Exmoor National Park and North Devon District Council would do more work with 4 selected Parishes. Councillor Travis stressed the need for this questionnaire to be returned quickly.

Minute number 212/05 Matters for Recommendation, item (m) Town Clerk's report and questions. Councillor Hobbs stated that the minute concerning the Pavilion was wrongly recorded as he had made no mention of the Pavilion

RESOLVED

That minute **number 212/05 Matters for Recommendation item (m) Town Clerk's report and questions** be amended to read '*Councillor Hobbs also requested that the future and re-siting of the road sweepers hut be put on the agenda for the JCC*'

Special Council Meeting 24th January 2006

These minutes were tabled for members attention along with the alterations made to the fund budget. Councillor Travis requested that revised fund budgets be put on the agenda for the next meeting of Policy & Finance. However, due to the car park charges having to be advertised in the car park order, the car park charges were discussed.

Minute Number 216/05 Car Park Charges 2006/2007 item (c) 4 day and 7 day tickets, new 24 hour ticket.

Councillor B Howells declared a prejudicial interest in the new 24 hour ticket for hotels and guest houses as he is an hotel owner. He left the room and did not take part in the debate or vote.

An amendment to the original proposal was made for the 24 hour ticket to run from 12 noon to 10am the following day. The amendment was lost.

RESOLVED

That a special ticket be introduced for sale by hotels and guest houses to their clients only, at the rate of £2.00 for 24 hours

The ticket to run from mid day to mid day.

Tickets only to be sold by hotels and guest houses with no commission being paid.

The operation of the scheme to be strictly checked and the concession withdrawn from any hotel or guest houses that contravenes these conditions.

The Town Clerk informed members that the price of a season ticket had been omitted

RESOLVED

Price of the annual season ticket to be £60.00

Minute Number 216/05 Car Park Charges 2006/2007 item (d) charging period (Agency Car Parks) Councillor Hobbs reported that he had received a good response to the proposed charges so far, however he queried the price of £4.20 for 6 hours and over and asked if this included all night. Councillors then discussed the question of charging for overnight parking or increasing the parking period by one hour to 7pm. Councillor Peacock questioned the need to prohibit overnight parking in the Valley of Rocks. Members also considered the implications of North Devon District Council not increasing their car park charges It was

RESOLVED

The charging period to be from 10am to 7pm with free over night parking.
Should North Devon District Council decide not to increase their parking charges, Lynton & Lynmouth Town Council to review theirs accordingly.

At this point with members agreement, the Mayor adjourned the meeting for a brief period.

225/05 REPORTS FROM OTHER COMMITTEES

There were none.

226/05 POLICE REPORT

The Police had been unable to attend Council and no report had been received. Councillors expressed concern at the allegations of drug abuse within the villages and asked the Town Clerk to convey their concerns to the Police. In answer to a question, it was confirmed that drug awareness sessions were held at the youth club.

227/05 MOTIONS

There were no notices of motions

228/05 QUESTIONS

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

229/05 ENQUIRIES AND REPORT OF THE DISTRICT COUNCILLOR

There were no enquiries of the District Councillor.

Councillor Travis Reported:

1. The success of Greensweep had brought about inevitable rise in costs to North Devon District Council meaning that budget economies must be made. One suggestion was that the recycling pavilion (Valley of Rocks) would be taken away but the bottle bank to remain. He hoped that the facility at the Valley of Rocks could be augmented by the provision of a paper bank.
2. Councillor Travis advised members that Richard Milliband – the Minister for Community and Local Government – had announced his intention of considering the re-organisation of Local Government into two tiers. The implications of the proposed re-organisation was not yet known but there would be inevitable consequences for the Town Council. He stressed that Local Government should be kept local and that there might be implications for the future of the Agency. The cost of the re-organisation would be immense and inevitably lead to a period of inertia whilst that change over was taking place. The time scale of any proposals were not known but the White Paper was due to be published in Summer 2006.

230/05 ENQUIRIES AND REPORT OF THE COUNTY COUNCILLOR

Councillor Hobbs firstly thanked County Councillor Davis for her regular attendance at Council meetings and for the effort that she was putting into progressing concerns of Lynton & Lynmouth.

He expressed his concern at the slowness of the work on Lynmouth Hill and Station Hill and asked Councillor Davis to use her influence to ensure that the work would be completed before the holiday period started.

He also advised Councillor Davis that Watersmeet Road was in an extremely poor condition due to lack of maintenance.

Councillor David undertook to take up these two issues.

County Councillor Davis then reported:

1. The Independent watchdog, the Audit Commission say Devon County Council is one of Britain's top performing major councils in tougher new national rankings. Devon is the only county in the South West to achieve this level and commission inspections gave Devon a four star ranking (the highest possible score) for overall performance and say the County Council is 'performing well'.
2. Roads in Winter. Winter service is an important part of the Council's maintenance work and between £1 million and £3 million is spent each year on roads affected by winter weather. This involves salting major roads when there is a risk of ice, clearing snow and reacting to floods and fallen trees, the County Council will, within the available resources, provide as safe a passage as possible for users of the highway.
3. A39 Martinhoe Cross to Dean Steep. Devon County Council have brought forward planned resurfacing works on the A39 between Blackmoor Gate and Lynton to address safety fears. The work will start on Monday January 30 between Martinhoe Cross and Dean Steep as there is a problem with standing water which could cause a serious hazard in freezing temperatures. Investigations revealed that the damage to the road has been caused by the failure of a layer of soft material just below the surface. This will be replaced and covered with a layer of asphalt with noise reducing properties.
4. Rockford to Brendon. Although not in our Parish, this road will be closed from 27 February to 3 March for reconstruction of the carriageway.

In answer to a question from a member, she confirmed that although there might be library closures, this would not affect the Lynton Library.

231/05 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE

Councillor Bowden had been unable to attend the meeting as the Town Council's representative on Community Development Trust but Councillor Hibbert (acting Chairman of LCDT) confirmed that the last meeting of the Community Development Trust was relatively short but a positive outcome was that a meeting had been arranged between North Devon District Council and the LCDT regarding the funding of the Pathfinder Centre.

232/05 REPORT OF TOWN CLERK

The Town Clerk reminded members that a meeting with Magna House representative (Jennifer Gould) on the 31st January at 10.30am.

Councillor Prosser asked the Town Clerk to write to North Devon District Council complaining about the amount of litter that followed the Greensweep recycling collection.

233/05 REPORTS OF ANY OTHER COUNCILLORS

There were no reports from any other Councillors

234/05 ANY OTHER URGENT BUSINESS

There was no urgent business

235/05 EXMOOR NATIONAL PARK PLANNING RECOMMENDATIONS

There were none

The meeting closed at 5.00 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 WEDNESDAY THE 8TH FEBRUARY 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
T Prosser
Mrs C F Sim
J Travis

Mrs E Rodway (although not on this Committee)

Officers: Town Clerk and Town Council Secretary

Apologies: Councillor B Windsor (although not on this Committee)

Before the meeting commenced the Chairman commented on the successful JCC meeting held earlier in the day and thanked the Mayor for the refreshments provided.

236/05 MINUTES

Resolved that the minutes of the Estates and Amenities Committee held on the 11th January 2006, copies of which had been previously circulated, be confirmed as a true and correct record, and signed by the Chairman.

237/05 MATTERS FOR INFORMATION

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

- a. **Devon County Council – InTouch Monthly News Round-Up**
Available for members in the general office
- b. **Street Collection Permit – 3rd September 2006, Guide Dogs for the Blind.**
RECOMMENDED
Permission be granted.
- c. **Street Collection - 14th/15th September 2006 for The Royal Air Forces Association.**
RECOMMENDED
Permission be granted

- d. **The Playing Field – Devon Playing Fields Association Newsletter**
Available for members in the general office
- e. **Jubilee Trial – Sunday 21st May 2006.**
A trial organised by the Taunton Motor Cycle Club for information only as it does not affect the Lynton or Lynmouth area.
- f. **84th Land's End Trial 14th/15th April 2006**
Councillors requested a police presence to ensure the route is kept open.
RECOMMENDED
The Town Clerk to write to Ilfracombe Police Station requesting a police presence to keep the route open.
- g. **Exmoor National Park Authority: Statement of Community Involvement**
A formal statement from Exmoor National Park following consultations. Available for members in the general office.
- h. **Planning decisions**
Ref: 62/41/05/010 High Tallet, Lynton
WITHDRAWN
- Ref: 62/41/05/031 High Mead, Furzehill, Barbrook, Lynton**
Erection of wood store and motorcycle shed
WITHDRAWN
- Ref: 62/41/05/035LB Lynton Town Hall, Lee Road, Lynton**
1.Installation of new three phase power supply 2. Installation of new kitchen enclosure and appliances within White Room (Listed Building)
PERMISSION GRANTED

238/05 MATTERS FOR RECOMMENDATION

Town Hall - Internal Refurbishment/ Position Statement

i. Kitchen

Councillor Parker was pleased to report that work had started on the kitchen this very day and the work was estimated to take 3 weeks. Members congratulated Councillor Parker on all his hard work to date Councillor Parker stated that it was team work that had progressed the matter to this stage. Councillor Hobbs reported that he and Mr Steve Pugsley had attended a meeting with Mrs Cathy Richards to discuss how to organise the release of the monies she had raised towards the kitchen. Mrs Richards had raised £10,600 which was the exact amount for the kitchen and had suggested that the money be presented to the Town Council on production of a receipted invoice from the suppliers. Councillors expressed their gratitude and thanks to Mrs Richards, Residents and Visitors for their generosity.

RECOMMENDED

Councillor Hobbs to liaise with Mrs Richards over finances.

The question of a plaque in recognition of this donation was then discussed with the options of single plaques being placed in the area the money was raised for or alternatively one donation board placed in a strategic place.

Councillor T Prosser declared a personal interest in this matter as his scarecrow festival raised money towards the Town Hall refurbishment.

Members considered this in conjunction with item iv Memorial Curtains

iv. Memorial Curtains – request to put up a small commemorative plaque in memory of Jenny Bowman

Councillor C Sim declared a prejudicial interest in the memorial curtains due to a complaint made about her. She left the room and did not take part in the debate or vote.

The Town Clerk declared a prejudicial interest in the memorial curtains due to a complaint made against him. He left the room and did not take part in the debate.

Councillors discussed the request for a plaque but felt the size requested was too big and the print type suggested needed attention. It was proposed that the plaque be accepted but the size to be 7" x 5", the wording and lettering to be determined and the plaque to be displayed in a prominent position relevant to the purpose for which the money was raised.

An amendment to the proposal was made that the proposal be dealt with as 2 separate items and that the plaque should remain at 7" x 5" but should be placed on a board in a prominent position within the Town Hall.

The amendment to the original proposal was not carried whereby the original proposal became the substantive motion.

An amendment to the substantive motion was made that the original request be adhered to but the plaque to be 7" x 5" with consultation to take place on the writing and lettering.

The amendment to the substantive motion was carried.

RECOMMENDED

The plaque to be 7" x 5" with consultation to take place on the writing and lettering.

Discussion then took place as to the plaques in general and it was

RECOMMENDED

1. All plaques to be 7" x 5"
2. Of similar style lettering
3. Be placed in a prominent suitable position relevant to the purpose for which the money was raised.

ii. Lift

Councillor Parker had nothing further to report on the matter of the lift. Councillors thanked Councillor Parker for his work on this matter.

iii. Railings

Councillor Parker reported that he together with the Town Clerk and Works Foreman had met John Jasper of Stonemans Engineers and confirmed the installation details. The contract for the coping stones had been awarded and work was due to start imminently.

iv. Electrical rewiring – additional works

Additional rewiring works had taken place with the agreement of the Mayor and deputy Mayor.

RECOMMENDED

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

v. Sir George Newnes Bust – colouring of lettering

The Stonemason has requested the colouring of the lettering to be placed on Sir George Newnes bust.

RECOMMENDED

The lettering on Sir George Newnes bust to be white

Councillor Parker informed the meeting that a meeting of the Internal Refurbishment Committee had been arranged for 9th February 2006 at 2pm.

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 Valley of Rocks Management Group had taken place and notes of that meeting circulated to group members.

ii. Fencing/Cattle Grids

The Town Clerk reported that the cattle grids had been ordered and the fencing was nearing completion. Exmoor National Park intended to finish their section of the fencing before the cattle grids were installed.

Councillor Peacock enquired the procedure if the goats got out of the valley before the fencing/cattle grids were completed.

RECOMMENDED

1. Should the goats move out of the valley before the fencing was completed a drive be arranged to move them back.
2. The next meeting of the Valley of Rocks Management Group to prepare an action plan for the future of the goat herd and bring their recommendations back to Council.
3. The Mayor, Deputy Mayor and Town Clerk to meet representatives from the Friends of the Goats and include them in any future management of the herd.

iii. Erection of Grazing Animal Sign

The Town Clerk had requested formal clarification on this point but as yet had received no definitive answer.

c. Preparation of Lottery Bids – Position Statement

i. Holman Park

Following a meeting of the JCC earlier that day, it had been agreed that a sum of £2000 be released to employ professional designers to assist with this project.

ii. Valley of Rocks

Access Area

The Town Clerk had attended a meeting with Exmoor National Park and the Landscape designer. As previously instructed the Town Clerk had requested the inclusion of two coach parking spaces but there were design issues ie weight and turning etc., that had not been taken into account. However, new designs were being prepared for the Council's consideration.

Meadow Land Project

Nothing further to report at this time

Wringcliffe Bay

Councillor Peacock enquired who would be paying for a surveyor for this project if the proposed option of asking the Army for assistance did not come to fruition.

RECOMMENDED

Should the Army not be interested in this project, the matter of funding for a surveyor to be discussed further.

iii. Town Hall

This item had been discussed earlier

iv. Pavilion

Councillor Travis reported the good news that the Exmoor National Park had been offered the ground floor of the Pavilion and had voted to go ahead with development of same and enter into a 25 year lease. The second and third storey to be offered the developers.

Councillor Hobbs reported that the question of the depot had been discussed at the JCC earlier that day and asked the Town Clerk to write to North Devon District Council reminding them that the area to the rear of the Town Hall was derelict and might be suitable for the relocation of the depot. The question of other sites was then discussed including the Bowling Green area.

Councillor J Travis declared a personal interest in the Bowling Green Site as he is a member of Lynton & Lynmouth Bowls Club.

Councillor Travis informed the meeting that the District Council were carrying out a feasibility study on the depot but if the lease should run out before this was prepared, they would seek an extension. He also read a minute from the JCC held on the 1st April 2005 stating that the site of the bowling club pavilion, the land behind the Town Hall and the old water works at Barbrook be considered as suitable sites for the depot

RECOMMENDED

The Mayor and town Clerk to have discussions with North Devon District Council reference the possibility of the site at the rear of the Town Hall and other possible site.

d. Exmoor Bids for £20 million

A copy of this document had sent to members with their agenda and was for information only. Items in this document were in no particular order of preference for priority.

e. Doone Run 2006 – Request to use Holman Park

A request had been received to use Holman Park for the start and finish of the Doone Run to be held on the 17th September 2006.

RECOMMENDED

Permission be granted to the Doone run to use Holman park on the proviso that the football club are aware of the position.

f. Zig Zag Path/Picnic Site – donation of memorial seat

A request had been received from Mrs Ann Ray to erect a memorial seat along the Zig Zag path in memory of her late husband.

RECOMMENDED

Permission be granted for this request

g. Exmoor National Park Open Access Forum 1st March 2006

Members invited to attend and names of other interested parties

It was considered that the open access forum to be held at the Town Hall on the 1st March be advertised widely in Lynton & Lynmouth to allow members of the public to attend.

RECOMMENDED

Exmoor National Park be encouraged to supply display posters to hotels, guesthouses, shops etc., and to consider a mail drop by the post office which would cost approximately £20.00.

h. Decision Register

Previously circulated to members

- Councillor Howells asked why the 309/310 Bus service had been taken off the decision register. It was explained that a meeting had taken place and a recommendation made.

RECOMMENDED

The Town Clerk to enquire the present position with the Devon Traffic Co-Coordinator and ask if the new time table was able to meet the Town Council's requests.

- Councillor Travis asked the present position with regard to Lydiate Lodge. The Town Clerk informed him that a meeting had been arranged at Lydiate Lodge on Wednesday 15 February to discuss the matter with representatives from the Social Services. The Town Clerk also reported that the application to have the path designated as a public right of way was being pushed forward. Councillor Parker reported that he had received a copy of the land registry plan dated 1953 relating to his own property and this showed the outline of the path.

RECOMMENDED

Councillors T. Parker, Mrs S Hibbert, C Lethaby together with the Town Clerk and Councillor J Travis in his capacity as District Councillor attend the meeting at Lydiate Lodge along with County Councillor Mrs A Davis and 2 representatives from the Social Services Department.

- Councillor Peacock was no further forward with regard to enquiring prices for a logo on a tie/scarf etc.
- It was confirmed that the Rhenish Tower was covered under the heading of breakwaters.
- Lynbridge Car Park – still awaiting information from the engineers.
- Councillor Hibbert had sent out information to members with regard to car park display boards but some members had not received this information.

RECOMMENDED

Councillor Hibbert to send out the information once again relating to car park display boards.

i. Town Clerks Report

The Town Clerk reported on a very successful JCC meeting held earlier in the day. He confirmed that as soon as he received the draft minutes, these would be circulated to members. The next JCC meeting had been booked for the 6th October 2006.

239/05 MATTERS UNDER DELEGATED POWERS

1. Planning

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.

Ref: 62/41/06/001 24 Cross Street, Lynton

Councillor Mrs C Bowden declared a prejudicial interest in 24 Cross Street as her son drew the plans. She left the room and did not take part in the debate or vote.

Councillor Mrs C Sim declared a prejudicial interest in 24 Cross Street as the applicant is a personal friend. She left the room and did not take part in the debate or vote.

Conversion of existing garage and residential accommodation to independent dwelling. Related external alterations.

RECOMMENDED

Approval be granted

Ref: 62/41/06/002LB Churchill House, Church Hill, Lynton

Councillor Mrs C Bowden declared a prejudicial interest in Churchill House as her husband will be doing the work should permission be granted. She left the room and did not take part in the debate or vote.

Councillor Mrs C Sim declared a prejudicial interest in 24 Cross Street as the applicant is a personal friend. She left the room and did not take part in the debate or vote.

Listed Building Consent for re-rendering, repairs to windows and external joinery, redecoration of external rendering, woodwork and metalwork.

RECOMMENDED

Approval be granted

Ref: 62/41/06/003 Store adjacent to 21 Watersmeet Road, Lynmouth

Change of use of partially converted store to separate dwelling and erection of porch extension.

RECOMMENDED

This application be deferred to Policy & Finance to allow further information to be obtained.

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

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

Councillor Travis asked the present position with regard to the recommendation on this planning application.

RECOMMENDED

This application be placed on the agenda for the next meeting of Policy & Finance

240/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

Councillor Hobbs proposed a vote of thanks to Councillor Travis for all the work he has done on progressing the pavilion project.

The meeting closed at 8.50pm

Chairman

**MINUTES OF THE MEETING OF THE PERSONNEL COMMITTEE
MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 8th
FEBRUARY 2006 ON RISING FROM ESTATES & AMENITIES
COMMITTEE**

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

Officers: Town Clerk

Apologies: Apologies were received from Councillor B Windsor

IN PRIVATE

EXCLUSIONS OF THE PUBLIC AND PRESS

The Chairman moved:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

241/05 MATTERS FOR RECOMMENDATION

1. Seasonal Staffing – Arrangements for 2006
 - a. Car Park Wardens
 - b. Car Park Attendants
 - c. Putting Hut Attendants
 - d. Hourly Rates

2. NALC – Implications of the National Agreement on salaries and conditions of service of local Council Clerks in England and Wales – position statement

The meeting closed at 9.20pm

Chairman

**MINUTES OF THE MEETING OF THE POLICY AND FINANCE COMMITTEE
MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 15TH
FEBRUARY 2006 @ 6.30pm**

Present: Councillors
Mrs S Hibbert (Chairman)
B Howells
T Parker
B Peacock (arrived at 6.50pm)
J Travis
B Windsor

Also in attendance: Councillor T Prosser

Officers: The Town Clerk and Town Council Secretary

Apologies: apologies were received from Councillors Mrs E Rodway (Vice Chairman), Mrs C Bowden, B Hobbs C Lethaby

242/05 MINUTES

RESOLVED: That the Minutes of the meeting of the Committee held on the 18th January 2006, a copy of which had been previously circulated, be confirmed and signed by the Chairman as a true and correct record.

243/05 MATTERS FOR INFORMATION

a. Devon County Council - In-Touch Monthly News Round-Up February 2006.
Available for members in the general office.

b. YHA Closures

A letter had been received from the YHA outlining the closure of some of its hostels including the one in Lynbridge on the 31st October 2006. The YHA very much regretted this closure but stated they would be looking for other leasehold premises in the future. Members were disappointed at this decision and felt it was another loss to the economy.

c. Devon Playing Fields Association – Survey of outdoor sport and play provision within Devon.

Available for members in the general office.

d. PLANNING DECISIONS

There were none

244/05 MATTERS FOR RECOMMENDATION

a. Preparation of Lottery Bids – Position Statement

i. Holman Park

ii. Valley of Rocks

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

iii. Town Hall

iv. Pavilion

As there was nothing to report on the individual lottery bids, this item was discussed en bloc. The Town Clerk reported that he was preparing a package of the draft proposed lottery bids to send to the lottery consultant for his comments and hoped this would be sent within the next week.

b. Review of Fund Balance

A review of the fund balances as presented to members at full Council in January was discussed.

RECOMMENDED

The fund balances as attached to these minutes be approved.

c. Finger Posts

i. Art & Crafts

The Town Clerk read an extract from the minutes of the full council on 26th January 2006 stating that this item should be dealt with on the agenda for this meeting and reminded members that their policy of allowing finger post signs for individual businesses on merit still stood. It was felt that the Art & Crafts Centre was not an individual business but a conglomeration of shops under one roof and therefore it was

RECOMMENDED

To allow the Art & Crafts Centre a finger post on the Cliff Railway post.

ii. Lynton Sheepskin Shop

It was proposed that Lynton Sheepskin Shop be allowed a finger post on the Cliff Railway Post.

RECOMMENDED

This proposal was not carried.

Considerable discussion took place once again with regard to the finger posts and eligibility and merit of applicants.

RECOMMENDED

That in light of the further discussions, Council be asked to reconsider their resolution on individual businesses eligibility for a finger post advertising their business.

d. Tree Work Pavilion Park – quotations

The Town Clerk reported that due to their dangerous nature, 5 Monterey Pines would have to be removed as they were dead and 6 others needed crowning works. Councillor Travis informed the meeting that these trees had been planted by Sir George Newnes.

The Town Clerk also reminded members that he had been authorised at the JCC to deal with the works required in the short term on the land belonging to Hewitts Hotel.

RECOMMENDED

The works be carried out to remove and crowning the trees as necessary and the Council look into a replanting scheme.

That the Town Clerk be authorised to negotiate a limited extension to the contract to carry out the necessary, emergency remedial works to trees threatening the safety of the Esplanade car park

e. Youth Dance Project – grant application

Councillor B Peacock declared a personal interest in the Youth Dance Project as he is a committee member on the Lyn Youth Group.

An application for a grant of £400 from the Stacked Wonky Dance Company was tabled. In association with the Lyn Youth group it was proposed to hold a dance, music and film workshop for young people at the Lynton Town Hall on the 1st and 2nd April. This workshop would include hip-hop and street dancing, contemporary dance, DJ-ing and mixing, percussion, film making and editing. It was noted that the event would be non profit making

RECOMMENDED

A grant of £400 be provided to the Stacked Wonky Dance Company, £200 in 2005/2006 financial year and £200 in the 2006/2007 financial year.

f. Manor Residential Home – Lease

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

g. Decision Register

As previously circulated to members:

- Councillor Peacock brought some ties to the meeting for members to consider and reported that once the design had been embroidered he would bring a proof to Council for their consideration.
- Councillors asked the present position with regard to Lynbridge Car Park but there was nothing further to report at this stage.
- Councillors asked the position with regard to the swings on Manor Ground and were informed that the work force would attend to this when they the time but the damage done by the badger had held them up considerably this winter. The badger was still getting onto the putting green.

h. Town Clerk's Report and Questions

The Town Clerk reported on the meeting earlier that day with Social services. The final outcome was that Social Services were looking into a compromise situation which would be announced at the Annual Parish meeting, but in the meantime, they had requested that the application to make the footpath a public right of way be held in abeyance.

- Councillor Prosser asked when the pavement at the bottom of Lynmouth Hill was to be filled in.

RECOMMENDED

The Town Clerk to look into the situation and report back to Council.

- Councillor Howells mentioned that properties neighbouring the Putting Green did not have a badger problem as they used horse manure. Councillor Parker reported that he had received numerous complaints about the goats coming into gardens once again and wondered if a single strand wire fence could be erected as a temporary measure. Considerable discussion took place as to the fencing already erected, the erection of the cattle grids and the gates. The Town Clerk reported that the Exmoor National Park had stated that their fencing would be completed when the cattle grids were in situ.

Councillor J Travis declared a personal interest in the Town Clerks report and questions discussion about the National Park fencing as he is a member of the Exmoor National Park Association.

It was felt that if a single strand wire fence was put up it might exacerbate the goat problem elsewhere.

RECOMMENDED

1. No action be taken with regard to a single strand wire fence.
2. The Commoner and Friends of the Goats be contacted when goats come into gardens.
3. A decision on the management of the goats be taken once the fencing, cattle grids etc., have been completed.
4. Pressure be put on the Exmoor National Park to complete their fencing as soon as possible.

245/05 MATTERS REFERRED FROM ESTATES AND AMENITIES

1. Town Hall – Electrical rewiring/additional works

The Mayor, Deputy Mayor and Town Clerk had been given delegated powers to authorise any additional electrical works that might be required during to the re-wiring of the Town Hall. The contractor had completed the works and the additional works came to £1,045.

RECOMMENDED

This account be paid and a note made that the Council were extremely pleased with the contractor.

246/05 MATTERS UNDER DELEGATED POWERS

a. FINANCIAL STATEMENT –

The Financial Statements for January 2006, 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	£329,355.25
TOTAL RECEIPTS	£ 7,528.55
TOTAL PAYMENTS	£ 23,543.03
CLOSING BALANCE	£313,340.77

b. SEASONAL UNDERTAKINGS

There were none for January 2006

(1) 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

(1) 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.

Ref: 62/41/06/003 Store adjacent to 21 Watersmeet Road, Lynmouth

Change of use of partially converted store to separate dwelling and erection of porch extension.

RECOMMENDED

Permission be granted

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

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

Councillors had enquired the present position with regard to this application previously brought before them, the Town Clerk reported that it would be re-presented in a different format for their decision.

247/05 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT
None

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

248/05 MATTERS FOR RECOMMENDATION

- i. Manor Grounds – Manor House Residential Home

The meeting closed at 8.35pm

Chairman

LYNTON & LYNMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF THE PERSONNEL COMMITTEE MEETING HELD AT THE TOWN HALL, LYNTON ON WEDNESDAY 15th FEBRUARY 2006 ON RISING FROM POLICY & FINANCE COMMITTEE

Present: Councillors
T Parker (Chairman)
Mrs S Hibbert
B Windsor

Councillors B Howells and B Peacock were co-opted onto this Committee for this meeting only.

Officers: Town Clerk

Apologies: Apologies were received from Councillors B Hobbs, Mrs C Bowden, C Lethaby and Mrs C F Sim

IN PRIVATE

EXCLUSIONS OF THE PUBLIC AND PRESS

The Chairman moved:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

249/05 MATTERS FOR RECOMMENDATION

3. Annual Pay Award - Revised rates of pay from 1st April 2006
4. Caretakers Contract - Payment Rates

The meeting closed at 8.55pm

Chairman