

***LYNTON AND LYNMOUTH  
TOWN COUNCIL***



***Q***  
QUALITY TOWN COUNCIL

***COUNCIL MEETING***

***THURSDAY***  
***30th November 2006***

***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 26th OCTOBER 2006 at 2.30pm**

**PRESENT:**

**Councillors:**

Mrs S Hibbert (Town Mayor)  
P B Bolla  
Mrs C G Bowden  
B J Howells  
T Parker  
Mrs E Rodway  
Mrs C F Sim  
B Windsor

**Officers:** Town Clerk

**Also in Attendance:** County Councillor Mrs A Davis

**Apologies:** Apologies were received from Councillors B Hobbs, T Prosser and J Travis

The meeting opened with Prayers led by Councillor Mrs C G Bowden

**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.

There were none.

The Mayor reconvened the meeting.

**138/06 INTRODUCTION OF NEW COUNCILLOR**

The Mayor introduced Mr P Bolla who had recently been elected to the Council and was attending his first Council meeting. It was confirmed he had taken the Declaration of Acceptance of Office.

**139/06 MINUTES**

**RESOLVED:**

The Minutes of the Council Meeting held on the 28th September 2006, copies of which had been previously circulated be confirmed as a true and correct record and signed by the Chairman.

**140/06 MATTERS ARISING FROM COUNCIL MINUTES**

Members expressed their disappointment at the negative comments received by the Council and reported in the press from a small number of members of the public regarding

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the suggestion that a Light Quest event be held in the Valley of Rocks. It was felt that criticism or opposition to the scheme should be reserved for the time when the details were known.

## **RESOLVED**

That the comments be noted.

### **141/06 COMMUNICATIONS**

The Mayor read out a letter received from Mr J Pedder expressing his sincere appreciation to the Town Council for bestowing the title of Honorary Freeman on him.

The Mayor also read out a letter from members of Mr Pedder's family expressing their delight and appreciation of the honour given to Mr John Pedder.

Councillors expressed their gratitude to all those involved in the work of preparing the ceremony but in particular asked for a vote of thanks to be recorded to Councillors Mrs C G Bowden and B Hobbs.

## **RESOLVED**

That the letters be noted

That a vote of thanks be recorded in appreciation of the work of Councillors Mrs C G Bowden and B Hobbs

### **142/06 OUTSTANDING BUSINESS**

There was no outstanding business

### **143/06 COMMITTEE REPORTS**

#### **RESOLVED:**

That the open reports of the following committees, having being circulated, be received and noted and the recommendations contained therein adopted, subject to any matters annotated.

#### **Estates and Amenities Committee**

**11th October 2006**

**Minutes 125/06 – 129/06**

#### **Minute 127/06 Matters for Recommendation (b) Preparation of Lottery Bids – position Statement (iii) Town Hall**

Councillor Parker requested that consideration be given to increasing the membership of the Town Hall internal refurbishment group as members had left and not been replaced.

#### **RESOLVED**

The matter be considered at Estates & Amenities Committee

#### **Minute 127/06 Matters for Recommendation (c) Doone Run 2006 and 2007 – Request to use Manor Grounds and (g) National Trust – Request to use Manor Grounds for their fete on Sunday August 26th 2007.**

Councillor Parker made the point that although he did not disagree with the recommendations contained within these minutes, there was a lack of consistency in the approval detail in the decision as one allowed for free parking for a certain number of cars and no charge for the use of the Manor whereas the other just approved the use of the Manor

#### **RESOLVED**

That the matter be considered by Estates & Amenities Committee in November.

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#### **Minute 127/06 Matters for Recommendation (i) Exmoor National Park Visitor Centre – Temporary Location in Lynmouth**

A member proposed that the minute be amended to refuse permission for the Exmoor National Park visitor Centre to be located in Lower Lyndale. The amendment was not seconded and therefore the original proposal stands.

**RESOLVED**

That as the amendment to recommendation i. of minute 127/06 (i) was not supported that permission be given for the temporary location of the Exmoor National Park Visitor Centre to Lower Lyndale car park subject to all necessary permissions.

**Policy & Finance Committee**  
**Minutes 130/06 – 137/06**

**18th October 2006**

**Minute 132/06 Matters for Recommendation (f) Town Clerks report and questions to the Town Clerk, recommendation (ii)**

The Town Clerk confirmed that he had again emailed Jennifer Gould of Magna Housing and was waiting for dates.

**144/06 REPRESENTATION ON ADVISORY GROUPS AND COMMITTEES**

**RESOLVED**

1. Councillor P Bolla be appointed to Estates & Amenities Committee and Policy & Finance Committee.
2. Councillor T Prosser, providing he is able to take on the duty, be appointed to the Harbour Users Group.
3. Councillor Bolla to be the official representative on the North Devon Community Alliance

**145/06 REPORTS FROM OTHER COMMITTEES**

Councillor Howells reported on the recent Crime Prevention Meeting he had attended at Ilfracombe where the accent had been on discussions centred around youth vandalism.

**146/06 POLICE REPORT**

There were no representatives from the police present and no police report.

**147/06 MOTIONS**

There were none

**148/06 QUESTIONS**

There were no questions pursuant to Standing Order No. 24

**149/06 REPORT AND QUESTIONS OF NORTH DEVON DISTRICT COUNCILLOR**

1. **Report of the District Councillor**  
In the absence of the District Councillor there was no report.
2. **Questions of the District Councillor**  
There were no questions to the District Councillor

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**150/06 REPORT AND QUESTIONS TO THE DEVON COUNTY COUNCILLOR**

1. **County Councillor Andrea Davis report covered:**

- her concerns at the delay to the construction of the Lydiate Lodge footpath;
- the introduction of the new disability information service which centred on being able to use one telephone number to obtain advice on a range of services;
- Winter leaflets regarding the measures that the elderly and others at risk can take during the winter;
- bus time table and service operators – County Councillor Davis updated members on the movement within operators for the various bus services affecting Lynton & Lynmouth.

## **2. Questions of the Devon County Councillor**

- Councillor Howells enquired of the County Councillor as to any improvements to the 309/310 bus service between Lynton & Lynmouth and was advised that this would be considered by the Traffic Management Group.
- The County Councillor commented on the seeming dangers associated with the alignment of the new cattle grid at the Lee Abbey end of the Valley of Rocks. County Councillor Davis undertook to take this up with the traffic engineer.

## **151/06 REPORT OF THE COMMUNITY DEVELOPMENT TRUST REPRESENTATIVE**

- Members had discussed the location of the temporary visitor centre in Lynmouth during the period when negotiations were ongoing with the renovation of the Pavilion.
- Lyn & Exmoor Vision – it was noted that the strategic plan will be published with the options very shortly.
- The Lyn Community Development Trust AGM will be held on the 27th November at 6.30pm.
- Councillors requested that the minutes contain a note of their appreciation to the Mayor for the work that she carried out and requested a vote of thanks be recorded.

## **152/06 TOWN CLERK**

### **1. Report of the Town Clerk**

The Town Clerk briefly reported :

- On the present position with the sewage treatment works on Manor Grounds whereby a meeting would be held within the next three weeks.
- Concerns that had already been mentioned by Councillor Davis over the footpath for Lydiate Lodge.
- That Mr J Pedder had asked the Town Council if they would consider receiving as a gift a water colour by H Z Herrmann of Vellacott Pool in Watersmeet.

### **RESOLVED**

1. The Town Clerks report be noted.
2. The kind offer a picture from Mr J Pedder be accepted with thanks and the Mayor write a formal letter of thanks on behalf of the Town Council.

### **2. Enquiries of the Town Clerk**

- In response to an enquiry the Town Clerk confirmed that the railings would not be erected around the memorial on the Town Hall forecourt in time for the memorial service in November. Problems had been experienced in obtaining delivery of the renovated railings and this had meant that it was now impossible to obtain a contractor to do the work in time.

**153/06      REPORTS OF ANY OTHER COUNCILLORS**

**Hollerday Hill Management Committee**

Councillors briefly reported on the Hollerday Hill Management meeting which was a good meeting although concern was expressed at the treatment being carried out on the rhododendrons. It was noted that this would be discussed at the Valley of Rocks management Committee when the representatives from Natural England would be present.

**Annual Exmoor National Park Meeting**

The Mayor briefly outlined the discussions held at the annual meeting with Exmoor National Park and the Town Council. The items discussed were Wringcliffe Bay, Valley of Rocks enhancement, Coleridge Way, Exmoor National Park Temporary Visitors Centre, Visit Exmoor and raising awareness of Exmoor National Park.

**154/06      EXMOOR NATIONAL PARK PLANNING RECOMMENDATIONS**

There were none that had not been reported to committee

**155/06      ANY OTHER URGENT BUSINESS of which prior notice has been given and which the Chairman considers to be urgent.**

There was 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

**156/06      CONFIDENTIAL COMMITTEE REPORTS**

**Confidential Full Council Meeting**

**28th September 2006**

**Minute number 124/06**

**Confidential Policy & Finance Committee**

**18th October 2006**

**Minute Numbers 136/06 – 137/06**

The meeting closed at 4.10pm

Chairman

**MINUTES OF THE MEETING OF THE ESTATES AND AMENITIES COMMITTEE HELD  
IN THE COUNCIL CHAMBER AT THE TOWN HALL LYNTON ON WEDNESDAY THE  
8TH NOVEMBER 2006 AT 6.30pm**

- Present:**                   **Councillors**  
Mrs C G Bowden                   (Vice Chairman)  
P B Bolla  
Mrs S Hibbert  
B J Howells  
T Parker  
B J Peacock  
J F Travis     (part meeting)
- Officers:**                   Town Clerk and Town Council Secretary
- Apologies:**               Councillors B Hobbs, T Prosser, Mrs C Sim and although not a member of this Committee Mrs E Rodway

**157/06           MINUTES**

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

**158/06           MATTERS FOR INFORMATION**

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

- a.   **Devon Association of Parish Councils – Newsletter November/December 2006**  
Available for members in the general office
- b.   **The Playing Field – Devon Playing Fields Association Newsletter.**  
Available for members in the general office.
- c.   **Overview and Scrutiny committee of NDDC – Review of Post Offices.**  
**RECOMMENDED**  
A copy of this document to be sent to all Councillors for discussion at the next meeting of the Policy & Finance Committee.
- d.   **Planning**  
**None**

**159/06           MATTERS FOR RECOMMENDATION**

- a.   **Town Hall - Position Statement**
  - i. Councillor Parker stated that he had nothing new to report, a small group had met to assist with the preparation of the lottery bid but he felt that they needed more information and guidance from the lottery consultant.

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*Councillor Travis joined the meeting*

**RECOMMENDED**

The Town Clerk to arrange a meeting between Councillor T Parker, the architects and the lottery consultant for the following Tuesday

- ii. Councillor Peacock brought to members attention the lack of catering equipment in the new kitchen in particular the need for a deep freeze and the fact that there were no cooking utensils.

**RECOMMENDED**

Councillor Peacock make an inspection of the kitchen and prepare a list with costings of the equipment needed and report back to Estates Committee as soon as possible.

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

**i. Holman Park**

Councillor Bowden reported that she had seen the draft plans and although they were very exciting they were also very expensive. The Holman Park working group had asked the architect for a break down on the costings. She hoped to be able to report further at the JCC meeting to be held later this month.

**ii. Valley of Rocks**

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

The Town Clerk reported that these items were moving forward although further work was needed. He was meeting with the lottery consultant to ensure that progress continued.

**iii. Town Hall**

Councillor Parker reported that following a near accident a request had been received for a hand rail to be erected in the Town Hall to give better access safety for the 3 steps leading from the mail lobby.

**RECOMMENDED**

This cost of this item be placed on the agenda for the Policy & Finance Committee to consider.

**c. Exmoor National Park planning consultation letter – Park Farm, Lydiate Lane, Lynton**

The Town Clerk informed members that this was a standard letter received from the Exmoor National Park and that no action was necessary.

**d. The White House, Lynway - Application for consent to enter Council land for reconstruction work to earth bank The White House**

The Town Clerk had received a letter from the owners of the White House requesting permission to enter onto Council property to reconstruct the earth bank below their property. As this was a safety issue members

**RECOMMENDED**

Permission be granted but a stipulation made that the Council's property be put back in good condition at the end of the contract.

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**e. Exmoor National Park Management Plan**

**RECOMMENDED**

This item be placed on the agenda for the Policy & Finance Committee to consider.

**f. Request for grant – Lithuanian Dance Group**

**RECOMMENDED**

This item be placed on the agenda for the Policy & Finance Committee to consider.

**g. Proposed Double Yellow Lines in area of Old Bus Station**

Due to parking congestion problems in this area, North Devon Homes had given permission for non enforceable double yellow lines to be painted in the road.

**RECOMMENDED**

The Town Clerk arrange for this to be done.

**h. North Devon Homes – entry requirements for local needs housing**

Councillor Bowden informed the meeting that she had attended a meeting earlier in the day between Jennifer Gould of Magna Housing, Rachel Webdell the North Devon Housing Enabler, Colin Savage, Rural Housing Enabler of Exmoor National Park, Councillors Mrs S Hibbert, J. Travis, Devon County Councillor Mrs A Davis and the Town Clerk to discuss the local housing needs of Lynton and Lynmouth. The qualifying criteria was clearly laid out and preferential treatment would be given to local applicants who met these criteria, she stressed that more sites were urgently needed to meet the needs for local housing and asked members to inform the Town Clerk if they had any ideas. Members were informed that there would be a total of 5 properties for rent in Hobbs Yard and 3 apartments available on a shared equity basis in the old Artline Building.

In answer to a question Councillor Travis informed the meeting that NDDC had an obligation to find accommodation for homeless people. Councillor Travis also informed the meeting that Brendon Parish had received £100,000 towards 4 houses for local needs housing.

**RECOMMENDED**

The report be noted

**i. The Doone Run }  
j. The National Trust }**

These two agenda items were considered as one. A discussion took place as to the criteria for allowing the use of the Manor Green for events. Members discussed the possibility of concessionary parking etc and it was

**RECOMMENDED**

- i. The Town Clerk write to the organisers of both events confirming their bookings.
- ii. The use of Manor Grounds be free
- iii. The question of concessionary car parking be placed on the agenda for the Estates & Amenities Committee to consider in February.
- iv. The item to be placed on the Decision Register.

**k. Lydiate Lodge Footpath**

The Town Clerk reported that matters were no further forward and that the person dealing with this matter had now left. He also stated that planning permission had to be sought. Councillor Travis stressed that this item needed to be made a priority and

it was

**RECOMMENDED**

- i. The Town Clerk write to Devon Social Services asking for confirmation of when the work will be done, and for an assurance that the work will be carried out irrespective of the outcome of the future of Lydiate lodge.
- ii. County Councillor A Davies be asked to put pressure on Devon Social services to get this work done.

**I. Designated premises supervisor**

The Town Clerk briefly outlined the position with regard to the designated premises supervisor in that due to the death of Councillor Lethaby, Keith Blackwell of LLAMA had been appointed as temporary designated premises supervisor. However Mr Blackwell had now gone away for three months. He had been approached by the Lyn Lions who were willing to appoint one of their members as the designated premises supervisor but would like confirmation from the Council that (1) this would be acceptable and (2) if possible, they could be recommended to people booking functions.

**RECOMMENDED**

That the offer of the Lyn Lions be accepted on the lines outlined above

**m. Land's End Trial – 85th Trial 6th/7th April 2007  
86th Trial 21st/22nd March 2008**

The Town Clerk had advance notice of the Land's End Trial and the dates were for members diaries.

**RECOMMENDED**

That the dates be noted

**n. Decision Register**

Members considered the items on the decision register and updated the actions that had been taken.

In particular they discussed;

1. Swings – Manor Grounds – The Town Clerk had met the specialist and the item was in the programme for this year.
2. Car Parking – a survey had been done and the works would be completed in time for next year.
3. Replacement Trees – Exmoor National Park had been contacted and were to make a site visit. An arboriculturist to be contacted with regard to the Chestnuts on the Manor.
4. Manor Green Lights – the Town Clerk had received a letter from the suppliers following their receipt of the Solicitors letter, stating they would be contacting the Council within 2 days with their suggestions.
5. Model Gate – Councillor Hibbert still waiting to hear from Beaford Arts but the works were included in the budget proposals.
6. Hollerday Hill – Dr Flemming Ulf Hansen was making an inspection and would report to the Council following this inspection.
7. Zig Zag path - members reported that this was getting very overgrown.

**RECOMMENDED**

7. The Town Clerk to ask the work force to clear the path.

**o. Town Clerks Report and questions to the Town Clerk.**

## 1. Town Clerks Report

The Town Clerk had nothing to report

## 2. Questions of the Town Clerk

- i. Councillor Travis asked the Town Clerk to ensure that help with heating via Transend was placed on the agenda for the next meeting of Policy & Finance Committee.
- ii. Councillor Howells enquired the next steps with regard to the Jubilee Room floor as the hardboard had been laid and the Town Clerk informed him that carpet samples were to be obtained.
- iii. Although no longer a member of the Harbour Committee, Councillor Parker informed the meeting that the boats would be removed from the harbour on the 11 November.
- iv. The railings around the War memorial were discussed and the Town Clerk informed members that these would not be erected until the spring due to hold ups by the metal workers and the contractor being unable to schedule the work until then.

### **RECOMMENDED**

- iii. The Council Foreman be asked to help with the removal of boats along with Councillor Howells who would be there as the Council's representative.

*Councillor J Travis left the meeting at this point as he had another meeting to attend.*

## **160/06 MATTERS UNDER DELEGATED POWERS**

### **a. PLANNING**

- i. **Ref: 62/41/06/034 Land adjacent to 14 Castle Heights, Castle Hill, Lynton**  
Erection of Decking (Retrospective)

#### **RECOMMENDED**

Refusal on the grounds of invasion of privacy in a communal area. A special note be made that the Council are not happy to consider retrospective planning applications.

- iii. **Ref: 62/41/06/036 The Old Coach House, Hume Avenue, Lynton**

Extension to dwelling place, Namely 1) ground floor extension to kitchen 2) improved entrance combining a ground floor wc 3) extension to first floor studio and 4) a conservatory.

#### **RECOMMENDED**

Councillors T Parker, Mrs S Hibbert, B Howells and B Peacock to make a site visit at 2pm on the afternoon prior to Policy in the evening.

- iv. **Ref: 62/41/06/037LB West Ilkerton Farm, Lynton**

Listed building consent for replacement of 3 windows and 3 doors with hardwood

#### **RECOMMENDED**

Approval

- vii. **Ref: 62/41/06/040 The White House, Lynway, Lynton**

Proposed construction of a timber retaining structure

#### **RECOMMENDED**

Approval subject to screening in a way to make it more visually acceptable.

- viii. **Ref: 62/41/038LB The School House, Market Street Lynton**

Proposed ground floor extension

**RECOMMENDED**

To be re-considered at Policy & Finance

*Councillor Mrs C Bowden declared a prejudicial interest in planning application ref: 62/41/06/035 48 Lee Road, Lynton as she is a friend of the applicant. She left the room and did not take any part in the debate or vote thereon*

*Councillor B Peacock declared a prejudicial interest in planning application ref: 62/41/06/035 48 Lee Road, Lynton as he is a friend of the applicant. He left the room and did not take any part in the debate or vote thereon*

**ii. Ref: 62/41/06/035 48 Lee Road, Lynton**

Conversion of garage to self-contained flat, including alterations to elevations.

**RECOMMENDED**

As the Committee was no longer quorate the application to be referred to Policy & Finance Committee for consideration.

*Councillor Mrs C Bowden declared a prejudicial interest in planning application Ref: 62/41/06/033 Byways, Barbrook, Lynton as her son drew up the plans. She left the room and did not take any part in the debate or vote thereon*

*Councillor B Peacock declared a prejudicial interest in planning application Ref: 62/41/06/033 Byways, Barbrook, Lynton as he is a friend of the applicant. He left the room and did not take any part in the debate or vote thereon*

**v. Ref: 62/41/06/033 Byways, Barbrook, and Lynton**

Extension and alterations including roof additions, rear extension and balcony.

**RECOMMENDED**

As the Committee was no longer quorate the application to be referred to Policy & Finance Committee for consideration.

*Councillor Mrs C Bowden declared a prejudicial interest in planning application Ref: 62/41/06/039 The Greenhouse Café, Lee Road, Lynton as the property is adjacent to a friends house and invades their property. She left the room and did not take any part in the debate or vote thereon*

**vi. Ref: 62/41/06/039 The Greenhouse Café, Lee Road, Lynton**

Proposed conversion of lower ground floor to living accommodation and construction of a conservatory and demolition of structure to the rear of the main building.

**RECOMMENDED**

Approval

**RECOMMENDED**

Matters under Delegated Powers to include planning application to be considered as item 3 on the agenda in future to save members who are attending just for planning matters having to sit through all the meeting.

**161/06 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

There were none

The meeting closed at 8.07pm

Chairman

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

**Present:** Councillors  
T Parker (Chairman)  
B J Howells (Vice Chairman)  
Mrs S Hibbert  
B Peacock  
B Windsor

**Officers:** Finance Officer and Town Council Secretary

**Apologies:** Apologies were received from Councillors Mrs C Bowden, Mrs E Rodway, B Hobbs and J Travis. Also the Town Clerk who had been called away suddenly.

**Also in Attendance** Councillor T Prosser (although not a member of this Committee).

**162/06 MINUTES**

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

With members agreement, the Chairman suspended standing orders and brought forward agenda item 6 Matters referred from Estates & Amenities (c) Transend – possible heating grants – presentation.

**163/06 MATTERS REFERRED FROM ESTATES AND AMENITIES**

**c. Transform – possible Heating Grants - Presentation**

Marie Fraser of the Devon Energy Efficiency Advice Centre introduced herself to members present and briefly outlined the aims of the centre, she presented members with folder containing information on grants available and suggested the best way forward would be to hold a drop in clinic for members of the public to call in and discuss their various requirements.

**RECOMMENDED**

1. The Town Hall be made available for a week in the very near future for the Devon Energy Efficiency Advice Centre to hold a display explaining what grants are available.
2. Marie Fraser to liaise with the Town Council Secretary on suitable dates.
3. An advert to be placed in the Lyn Valley News advertising this event.
4. No charge to be made to Devon Energy Efficiency Advice Centre for the use of the Town Hall.

The Chairman thanked Marie Fraser for attending the meeting and re-convened standing orders.

**164/06      MATTERS UNDER DELEGATED POWERS**

The Chairman requested that the Agenda order be amended to consider Planning applications first

**d)      PLANNING APPLICATIONS**

- i.      Ref: 62/41/06/041 Lynton & Lynmouth Cliff Railway, Lee Road, Lynton**  
Replacement of existing ticket kiosk for use by cliff railway customers  
**RECOMMENDED**  
Approval be granted  
*Councillor B Peacock declared a personal interest in planning application ref: 62/41/06/035 48 Lee Road, Lynton as he is a friend of the applicant.*
- ii.     Ref: 62/41/06/035 48 Lee Road, Lynton**  
Conversion of garage to self-contained flat, including alterations to elevations.  
**RECOMMENDED**  
Approval be granted
- iii.    Ref: 62/41/06/036 The Old Coach House, Hume Avenue, Lynton**  
Extension to dwelling place, Namely 1) ground floor extension to kitchen 2) improved entrance combining a ground floor wc 3) extension to first floor studio and 4) a conservatory.  
**RECOMMENDED**  
Approval be granted
- v.      Ref: 62/41/06/033 Byways, Barbrook, Lynton**  
Extension and alterations including roof additions, rear extension and balcony.  
**Application Withdrawn**
- vi.     Ref: 62/41/038LB The School House, Market Street Lynton**  
Proposed ground floor extension  
**RECOMMENDED**  
Approval be granted

**a.      FINANCIAL STATEMENT**

The Financial Statements for October 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 | £373,813.93 |
| TOTAL RECEIPTS  | £ 48,336.73 |
| TOTAL PAYMENTS  | £ 57,464.09 |
| CLOSING BALANCE | £364,686.57 |

**b.      SEASONAL UNDERTAKINGS**

The statement of income for October 2006 was tabled 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 cheques were signed at Committee.

*Councillor Mrs S Hibbert declared an interest in cheque number 5891, Mayors Allowance.*

**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

**165/06 MATTERS FOR INFORMATION**

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

**a. PLANNING DECISIONS**

**i. Ref: 62/41/06/013 Fish on the Harbour, 1 Riverside, Lynmouth.**

Relocation and retention of timber kiosk for sale of shellfish (retrospective) with proposed alterations to external appearance, as amended by description and drawing 8/06/2/B/29 and additional drawing 8/06/2/B/29 dated 8/08/06 (Full)

**CONDITIONAL PERMISSION GRANTED**

**ii. Ref: 62/41/06/027 Whindles, Valley of Rocks, Lynton**

Proposed first floor extension (Full)

**CONDITIONAL PERMISSION GRANTED**

**iii. Ref: 62/41/06/030 – 3 Normans Cleave, Lynton**

Retention of raised timber decking to front elevation of house (retrospective) (Full)

**CONDITIONAL PERMISSION GRANTED**

**iv. Ref: 62/41/06/026 Manor Farm, Ilkerton**

Erection of a two storey extension as per amended plan dated 14.9.06 (Full)

**CONDITIONAL PERMISSION GRANTED**

**v. Ref: 62/41/06/028LB Cliff Top Café, Lee road, Lynton**

Proposed addition of three removal awnings (List Building)

**LISTED BUILDING CONSENT GRANTED**

**166/06 MATTERS FOR RECOMMENDATION**

**a. Town Hall – position statement**

Councillor Parker reported that he had attended a meeting with Martin Fines (lottery consultant) Jonathan Rhind (architect) the Town Clerk and himself. He was very pleased with the work done so far and was able to report that it was hoped to submit an application in January 2007.

**b. Grant Requests:**

**i. LACT – Request for grant towards the Scene**

A request had been received from LACT asking the Council for a grant towards the publication of the Scene and a suggestion had been made that the Council could pay the marketing costs and recover the VAT. The Finance Officer explained that budgeted funds had already been pledged and any monies granted would have to come from balances. The question of the role of MAPLE in connection with LACT was discussed as some members were under the impression

that MAPLE had been set up to take over the various tourism advertising bodies etc., however it was explained that MAPLE would only encompass them under one umbrella but each individual body would carry on as normal. It was

**RECOMMENDED**

- a. The Council would make a grant of £1,000 to come out of balances.
- b. A letter be sent to LACT explaining that the Council were unable to accede to their suggestion with regard to VAT.

**ii. Lithuanian Dance Group**

A letter had been received requesting a grant to cover the cost of a bus to carry the Lithuanian Dance Group to Lynton to perform for the school children.

**RECOMMENDED**

This request be refused on the grounds that the Council can only support local organisations with grants of this kind.

**iii Community Tapestry for Lynton & Lynmouth**

A letter had been received from Mrs Anne Coombs outlining the idea of creating a community Tapestry for Lynton & Lynmouth and requesting the council's support.

**RECOMMENDED**

The Council fully support this tapestry.

**c. Decision Register**

Circulated with the agenda

1. South West Water – a meeting being held 16 November 2006.

**d. Town Clerk's Report and Questions to the Town Clerk**

**1. Report of the Town Clerk**

In the absence of the Town Clerk there was no report however the finance officer had received a telephone call from the contractors with regard to the lights on the Manor who had assured him that the parts had been ordered and would take approximately 4 weeks to arrive from Italy.

**2. Questions of the Town Clerk**

There were none

**167/06 MATTERS REFERRED FROM ESTATES AND AMENITIES**

**a. Overview and Scrutiny Committee of NDDC – Review of Post Offices**

*Councillor T Parker declared a prejudicial interest in this matter as his daughter is a post mistress. He left the room and did not take any part in the debate*

*A letter had been circulated to members concerning the review of the post offices.*

**RECOMMENDED**

The Town Clerk write to North Devon District Council expressing the importance of post offices to remote areas such as Lynton & Lynmouth.

**b. Town Hall Hand Rail**

Councillor Parker reported that following a near accident a request had been received for a hand rail to be erected in the Town Hall to give better access safety

for the 3 steps leading from the mail lobby. Oak would cost approximately £375, soft wood £150 plus fitting costs and staining etc., if soft wood was considered. Councillor Howells recommended the use of a soft wood hand rail but did not find a seconder. It was

**RECOMMENDED**

A hand rail in oak be erected as soon as possible.

**168/06 ANY OTHER URGENT BUSINESS OF WHICH PRIOR NOTICE HAS BEEN GIVEN AND WHICH THE CHAIRMAN CONSIDERS TO BE URGENT**

There was no urgent business.

The meeting closed at 8.11 pm

Chairman

# LYNTON AND LYNMOUTH TOWN COUNCIL

MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL HELD AT THE TOWN HALL, LYNTON ON THURSDAY 16TH NOVEMBER 2006 AT 6.30pm

## PRESENT:

### Councillors:

Mrs S Hibbert (Town Mayor)  
P B Bolla  
Mrs C G Bowden  
B J Howells  
T Parker  
B Peacock  
P Prosser

**Officers:** Town Clerk and Finance officer

**Apologies:** Apologies were received from Councillors B Hobbs, Mrs E Rodway and J Travis.

With members permission, the Mayor suspended Standing Orders 29J and 30 to enable Councillors to remain seated while speaking.

### **169/06 AGENCY BALANCES**

The Town Clerk presented a previously circulated document regarding agency balances. After discussions and explanations it was

#### **RESOLVED**

That the review of fund balances as amended and attached to these minutes form the basis of the works programme for the rest of the financial year and submitted for approval to the JCC in November 2006.

### **170/06 TOWN COUNCIL**

The Town Clerk presented a previously circulated document regarding agency balances. After discussions and explanations it was

#### **RESOLVED**

1. That the review of fund balances as amended and attached to these minutes form the basis of the works programme for the rest of the financial year.
2. A draft revised allocation of fund balances to be brought for members consideration during the consideration of the budget for 2007/08 in January 2007.

The meeting finished at 7.22pm

Chairman