

LYNTON AND LYNMOUTH TOWN COUNCIL

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01598 752384

Town Hall
Lee Road
Lynton
EX35 6HT

Date: 15 October 2021

Dear Councillor,

POLICY AND FINANCE COMMITTEE

You are hereby invited to attend a meeting of this committee, to be held in the Council Chamber of the Town Hall on **Wednesday 20 October 2021 at 6.30pm.**

Yours sincerely

Kevin A Harris BA (Hons)
Town Clerk

To: Councillors
B Peacock (Chairman)
D Harding (Vice Chairman)
J Atherton
S Hibbert
J Patrinos
M Pearce
A Rodway
C Sleep

All other Councillors for information

Members of the public may attend this meeting during discussion of Part 1 of the Agenda.

Members of the public are also entitled to see the background papers to any report in Part 1 and copies of any such papers will also be supplied upon request on payment, in advance, of the copying charge.

AGENDA

Part 1

- 1. APOLOGIES for absence**
Councillors report valid reasons for non-attendance to Town Clerk prior to meeting.
- 2. PUBLIC QUESTION TIME**
Opportunity for members of the public to ask questions about *items on the agenda*.
Persons may speak for 3 minutes with a total period of 20 minutes allowed
- 3. DECLARATION of Members Disclosable Pecuniary Interests**

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Clerk to record any declarations of interest notified by members in respect of business specified on the agenda. A member may not participate in any discussion of a matter, or participate in any vote if they are present at a meeting and aware they have a disclosable pecuniary interest in the matter. (S31; Localism Act 2011)

4. MINUTES

To confirm the minutes of a meeting held on Wednesday 15 September 2021 as previously circulated.

5. MATTERS UNDER DELEGATED POWERS

- a. **FINANCIAL STATEMENTS – September 2021**
- b. **SEASONAL UNDERTAKINGS – September 2021**
- c. **CHEQUES & ELECTRONIC TRANSACTIONS**
For payment

6. MATTERS FOR RECOMMENDATION

- a. **Community Grants for British Science Week 2022**
Grants have been made available to community groups that work with people or are typically underrepresented in science.
- b. **Domain Registration invoice from KCOM (Website)**
- c. **Harbour Swimming Policy**
Committee to recommend 'Harbour Swimming Policy' to Full Council
- d. **Budget Monitoring Statement Q2**
- e. **Annual Budget Estimate**
Members to formulate and submit proposals in respect of revenue and capital costs for financial year 2022-23
- f. **Review Town Council Charges, see attached sheet**
- g. **Rock House Hotel**
Lease queries from prospective buyer
- h. **Great British Entertainments – permission requested**
Permission required for a screening of 'Louisa – An Amazing Adventure' at Lynton Cinema.

7. MATTERS FOR INFORMATION

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Part 2

The Chairman will move that

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

8. CONFIDENTIAL MATTERS FOR RECOMMENDATION

Rock House Hotel

Private commercial considerations

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TOWN COUNCIL CHARGES 2021/22

1 Car Park Charges

All Agency and Town Council Car Parks	
1 hour	£1.00
2 hours	£2.20
3 hours	£3.30
4 hours	£4.40
Over 4 hours (to incorporate roving ticket/day pass for L&L car parks only 10am – 6pm)	£5.00
Season tickets etc.	
4 days	£13.00
7 days	£20.00
Annual Parking Permits – Residents	£ 95.00
Annual Parking Permits – Business/Non-Residents	£135.00
Parking of Coaches	£ 2.00
Lynbridge - To be increased annually in accordance with the rate of inflation (2%) £265 per year or £67 quarterly	

2. Cemeteries (+10%)

For purchase only of Grave Space/ Cremated remains plot to be held for 50 years	£330.00 £187.00
For excavating, preparing and filling selected Grave Space for:	
Single Grave 5ft deep	£448.00
Double Grave 6 ft deep	£574.00
Treble Grave 7ft deep	£653.00
For excavating, preparing and filling in any earth grave of a still born child or of a child whose age at the time of death did not exceed ten years	No Charge
Re open and fill in any grave for the purpose of a further burial	£448.00
Burial of cremated remains	£110.00
Right to construct brick grave, to include extra excavations, extra to the above, for a single grave	Cost + 50%
For every extra foot in depth, extra to the above, beyond 5 ft	Cost + 50%
For all certificates	35.00

3. Harbour (+5%)

Boatman's Board Licences	£135.00
Commercial Boats per foot bow to stern	£6.65
Domestic boats per foot bow to stern	£6.65

4. Allotments

£30.00

5. Town Hall

Wedding charges set by wedding group

Town Hall Charges – **Parishioners**

Main Hall	Per Hour (or part thereof)	Parishioners booking 2 or more occasions	Whole Session
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		per month	
Morning 9am – 1pm	£16.00	£13.00	£50.00
Afternoon 1pm – 6pm	£16.00	£13.00	£50.00
Evening 6pm – 9pm	£25.00	£20.00	not available
9pm onwards	£50.00	£40.00	not available
After 2am	charged at £25 per 15 minutes		

Other Rooms Per Hour (or part thereof)

Jubilee Room, Council Chamber, Foyer, Stage, Green Room (each room) £10.00

Parishioner means Parishioners of Lynton, Lynmouth, Barbrook, Brendon, Countisbury and Parracombe.

Other Charges

Self catering use of Council cutlery, crockery, glasses etc.(per person)	£4.00
Use of cups etc to make tea & coffee (Hirer washes up)	No Charge
Use of tablecloths (to cover cost of cleaning)	£10.00 each

Town Hall Charges – Non Parishioners

Main Hall	Per Hour (or part thereof)	Non Parishioners booking 2 or more occasions per month	Whole Session
Morning 9am – 1pm	£24.00	£20.00	£75.00
Afternoon 1pm – 6pm	£24.00	£20.00	£75.00
Evening 6pm – 9pm	£37.50	£32.00	not available
9pm onwards	£75.00	£60.00	not available
After 2am	charged at £25 per 15 minutes		

Other Rooms Per Hour (or part thereof)

Jubilee Room, Council Chamber, Foyer, Stage, Green Room (each room) £15.00

Other Charges

Self catering use of Council cutlery, crockery, glasses etc.(per person)	£4.00
Use of cups etc to make tea & coffee (Hirer washes up)	No Charge
Use of tablecloths (to cover cost of cleaning)	£10.00 each

6. Miscellaneous Charges

Passmore Fish – forecourt 1 morning per week	£170.00
Deck Chair Concession Manor Ground	£180.00
Bouncy Castle Manor Ground - £20 per day weekends and school holidays, £10 all other days, Bouncy Castle No 2 – half of the above charges.	
Town Hall WiFi	Free
ENP planning – Jubilee Room 1 morning per month	£?
Jubilee Room Management Committee (Senior Citizens)	£120

7. Town Hall Exemptions

Childrens Christmas Party
Over 60's party

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