

# ***LYNTON AND LYNMOUTH TOWN COUNCIL***



***Q***  
QUALITY TOWN COUNCIL

## **COUNCIL MEETING**

### **THURSDAY 30 MAY 2024**

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

*Tel: 01598 752384*

***The 7 principles of public life***

*Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and  
Leadership*

# **LYNTON & LYNMOUTH TOWN COUNCIL**

## **MINUTES OF THE TOWN COUNCIL MEETING HELD AT LYNTON TOWN HALL ON THURSDAY 25 APRIL 2024 AT 7 PM.**

### **PRESENT:**

#### **Councillors:**

L Logan (Mayor)  
C Sleep (Deputy Mayor)  
J Atherton  
W Bassett  
D Garrett  
A Hobbs  
T Manning  
J Patrinos  
B Peacock  
S Richards  
A Rodway

**OFFICERS:** Town Clerk, Town Council Secretary

### **349/23 PUBLIC QUESTION TIME**

9 Members of the public attended.

### **350/23 APOLOGIES FOR ABSENCE**

Apologies were received and accepted as valid from Cllr Hawkins. County Councillor Davis also sent in apologies as did PC Scott Elliott.

### **351/23 DECLARATION OF MEMBERS DISCLOSABLE PECUNIARY INTERESTS**

Councillor Logan declared an interest in item 7 Town Hall Toilets.

### **352/23 MINUTES**

#### **RESOLVED**

Minutes of Full Council held on 28 March 2024, copies of which had been previously circulated, were confirmed as a true and correct record and signed by the Mayor.

*Councillor Rodway joined the meeting*

### **353/23 POLICE REPORT**

PC Scott Elliott was unable to attend, however he sent in a report which is attached to these minutes.

### **354/23 COMMUNICATIONS**

A thank you email was received from Lyn & Exmoor Museum for Councils assistance with their Arts Council grant, which was successful in their securing £459,000 for the renovation scheme.

### **355/23 TOWN HALL TOILETS**

This item was added to the agenda as at the time of going to print, not all pledges had come in, however all pledges have now been received for the purchase and installation of the toilet equipment for the town hall toilets. Therefore it was

#### **RESOLVED**

- To go ahead with the purchase and installation of toilet equipment for town hall toilets,
- To set aside budget for ancillary costs for 2025-26

### **356/23 P&F 10 YEAR VISIONING SUB-COMMITTEE**

Councillor Garrett had done some work on a vision statement which will go to Annual meeting of Council (end May) and any feedback should be directed at the sub-committee.

### **357/23 HEALTH CENTRE SITUATION**

Councillor Atherton spoke about health centre, having spoken to the chair of the PPG, who reported the Devon ICB were not in a position to share regarding Lynton Health Centre, but there should be an announcement soon. It was

#### **RESOLVED**

Council would contact Paul Green of ICB asking for an explanation of their process and asking why LLTC were not more involved, and to ask how they arrived at this decision.

*With Members permission, Chair brought forward item 14. North Devon Council*

### **358/23 NORTH DEVON COUNCIL**

Councillor Patrinos reported on a new fleet of vehicles for refuse and recycling.

#### **Questions**

There were none

### **359/23 PARKING PERMITS**

Three Councillors are to be nominated to address an issue regarding Business v Resident permits. It was

#### **RESOLVED**

Councillors Richards, Hobbs and Manning would meet to discuss this matter.

### **360/23 COMMITTEE REPORTS**

#### **RESOLVED**

That open reports of the following committees, having been circulated, be noted and recommendations contained therein adopted.

**Estates and Amenities Committee** **10 April 2024**

Minutes 334/23 - 341/23

**Policy and Finance Committee** **17 April 2024**

Minutes 342/23 – 348/23

### **361/23 REPORTS FROM COUNCILLORS AND OTHER COUNCIL COMMITTEES**

- Cllr Hobbs reported on the recent interviews for the role of works foreman. One applicant joined Works Foreman on Monday for a tour of the estate, and it was

**RESOLVED**

To offer the applicant the works foreman position.

- Cllr Rodway reported on the recent Harbour sub-committee meeting
- Cllr Atherton talked about the sea pool

**362/23 MOTIONS**

There were none.

**363/23 DEVON COUNTY COUNCIL**

Councillor Davis sent in her report which is attached.

**Questions**

Cllr Rodway asked about a missing lamp in Lower Lyndale car park.

**364/23 REPORT OF THE TOWN CLERK**

Town Clerk worked through his report (attached)

**Questions**

- Lower Lyndale closure
- Camper van signs
- Press release for LVN regarding pledges for town hall toilets
- 

**365/23 QUESTIONS**

There were none.

Meeting closed at 8.10 pm

Chairman

## **Police Incident Report for Lynton/Lynmouth March 2024**

In the Month of March there have been 4 reported incidents.

### **Malicious Communication:**

Report of threats being made through social media – No further action due to counter allegations and alleged victim withdrawing support.

### **Modern Day Slavery:**

The offences have allegedly occurred outside of the UK and the report has been completed for recording purposes.

### **Domestic Incident:**

Verbal argument – Both parties separated – No crime.

### **Burglary – Non-Residential:**

Retail Premises was entered, and items stolen – Under investigation.

## Lynton and Lynmouth Town Council County Councillors report April 2024

### Visit to Combe Martin Rural Division by SoS for Transport Mark Harper Maundy Thursday.



The SoS was very interested in the Safer Roads Scheme and our plans to improve safety along the A361 to Mullacott, including the ambition to put in average speed cameras, we had a chat about the Tarka Trail and he was enthusiastic about the electric buses there will be on the 21 route. I was very happy to bring him to the area and have the opportunity to explain life for us in rural Devon with regard to transport and how it differs from our more urban neighbours.

#### **DCC Leader**

John Hart who many of you have met is stepping down as Leader after 15 years, John was first elected in 1989 so he really has seen a lot of changes in Devon, nationally and globally.

#### **Highway updates for the Parish.**

Last week I did several site visits with the local highway officer who will be chasing up why the safety defects and drainage issues have not been completed. Please keep reporting the safety defects as they will be done, if you keep a note of the number and send over to me if they aren't done, I can easily chase up.

#### **Safer Roads Fund A361.**

Devon County Council has been awarded more than £5m by the Department for Transport (DfT) to deliver safety improvements on the A361 in North Devon. As mentioned above this will include average speed cameras along the route and improvements to junctions and crossing points. Detail will be worked up over the next weeks

This is one of only 17 roads in England to be allocated funding from the Safer Roads Fund.

#### **Next stage of the Tarka Trail (in Combe Martin Rural Division)**

Some detail for you;

Phase 2 – works started last week

700 metre long x 3.5m wide tarmacked track, built on the former railway.

Works entail extensive vegetation clearance, drainage construction including 3 new culverts, earthworks, construction of the new track which consists of recycled road plantings for the base and a tarmacked surface. Directional signing, fencing and picnic/rest areas to be installed along the trail.

Land acquired from 3 separate landowners over an 8 year period.

Planning permission granted for construction in 2023. Works to start Easter 2024.

Biodiversity Net Gain work agreed on three off site DCC owned locations, which entails tree and shrub planting.

Overall Cost £583k.

### **Devon Awarded £5.3m for zero emission buses (21 runs in Combe Martin Rural Division)**

A fleet of 41 electric buses are set to take to Devon's roads in Exeter, North Devon and Torridge.

DCC's successful joint bid with Stagecoach has secured £5.3 million from the second round of the Department for Transport's [Zero Emission Bus Regional Areas \(ZEBRA\) scheme](#).

[Stagecoach](#) will be investing a further £15 million into the project to roll out new EV buses in Exeter on Service 4, Service A and the Green Park and Ride service, while in North Devon and Torridge they will operate on Services 21/21A as well as town services in Barnstaple.

The introduction of electric buses, which should be on the road by early 2026, is expected to create a new image which we hope will appeal to new passengers, boost park and ride use and improve air quality by reducing pollution.

Stagecoach is ready to roll out EV charging infrastructure across its depots, including Exeter and Barnstaple.

This new investment will form the basis for the bus company to expand its fleet of zero and low emission vehicles across the south west, and there are also plans in place to develop a community charging hub at the Matford depot in Exeter.

Councillor Andrea Davis, Cabinet Member for Climate Change, Environment and Transport, said:

We want to tackle carbon emissions and reducing emissions of public transport can have a huge impact in helping us achieve our net zero targets. These new electric buses can help transform our local bus network in Devon and hopefully they will appeal to more people and encourage them to travel by bus. I am very pleased that the 21 buses are included in this as not only will it show that buses on long rural routes can be electric it also serves some of the communities I represent.

Devon County Council are one of 25 local authorities across the country receiving a share of the £143 million funding through the second round of the ZEBRA programme, enabling the rollout of 955 zero emission buses in England.

### **General Devon updates.....**

#### **Government cash support for Devon's special needs education**

A high level agreement has been signed between Devon County Council and the Government which will see an extra £95 million of national funds set aside to reduce the deficit on special needs education. In common with councils across the country, we have been negotiating with the Government for extra funding under the so-called Safety Valve programme.

#### **Growing Communities Fund**

If you know of a community group that has a project that could improve people's wellbeing, relieve hardship, or provide a warm space to work, learn or socialise in the area there is a grant available:

Information at [communitygrants@devon.gov.uk](mailto:communitygrants@devon.gov.uk)

#### **DCC awarded more than £7m to deliver more Electric Vehicle charging points**

Devon County Council has been awarded more than £7m of Government funding to support its delivery of thousands of new, publicly accessible, Electric Vehicle (EV) charging points across the county over the next few years.

The capital funding comes from the Department for Transport's Local Electric Vehicle Infrastructure (LEVI) Fund. The Fund aims to support the roll-out of electric vehicle charging infrastructure across England, for drivers without off-street parking. and we've received one of the largest allocations in the country.

#### **Household Support Fund**

It is welcome news that we are able to confirm that DCC have been allocated a little over £5 million from the government to help households struggling to pay higher bills for energy, food, water, and other essential items. This will be the fifth round of Household Support Funding that we have received from the Department for Work and Pensions, to run between April and September 2024. It will take Devon's total level of Household Support Funding received so far to just over £30 million.

The funding is to support households in most need, but specifically those that may not be eligible for other support that is already available from the government.

We must submit plans mid-May to the Department of Work and Pensions, setting out how we, with Devon's District, City and Borough councils and other voluntary and community partners, will make the latest funding available.

Plans are expected to include:

- a funding allocation to specifically support families in receipt of Free School Meals, to provide food vouchers that can be exchanged at supermarkets to buy food during school holidays. 21.700 children in Devon were eligible for free school meal vouchers during the last holidays
- some funding will also go to provide financial support for food, energy and other essentials to eligible low income households with children and young people, through the County Council's Early Help service
- Team Devon's District/City/Borough councils will plan to continue helping households that are in greatest financial need and struggling to pay for food, energy and other related essentials. They will publicise further details soon, once plans have been finalised
- Citizens Advice Devon will continue to receive funding to support households that are using pre-payment and credit meters, to help with energy costs
- Devon Community Foundation will deploy funds to voluntary and community organisations that support specific groups who may struggle to access the help and support they need

The Household Support Fund is one aspect of the support that councils across the county are making available to households. For [more information about the range of support available, visit our website.](#)

**With the rainfall forecast over the next few days.....**

*Highway emergency number is :0345 155 1004 (If you are reporting an emergency that is very likely to present an imminent threat to life or serious injury or serious damage to property)*

Andrea Davis

County Councillor Combe Martin Rural division

[Andrea.davis@devon.gov.uk](mailto:Andrea.davis@devon.gov.uk)



**TOWN CLERKS REPORT**  
**April 2024**



**AGENCY UPDATE**

- **Harbour Chains** – In contact with suppliers and await final price/delivery
- **Harbour Wall ‘Leaking’** – Fault reported via NDC Chief Engineer to Environment Agency to liaise with DCC Highways and resolve issue
- **Seasonal CEO** – Training to be arranged now they are settled in
- **National Power** – Upper Lyndale Car Park closed while new mains laid across area. (Originally stated could work with Car Park open)
- **Harbour Algae (Safety)** - Treatment applied main Slipway and Harbour Arm
- **Restocked on Sandbags** – 100 empty bags now in store from NDC

**COUNCIL PROPERTY**

- **Community Ownership Fund** – Claim Forms submitted (w/c 15/4)
- **Rhododendron** – stem treatment rescheduled to w/c 29/4 weather permitting
- **Town Hall** – Waiting for scaffold to be removed - works complete (w/c 22/4)
- **Toilets** – Healthmatic completed survey to supply and install Town Hall block once pledges are received. Listed Building Consent required (part complete)
- **Manor Foreshore** – Secure, code entry key box to be installed on Rock House Wall for out of hours access through LTC gate for Emergency services access

**COUNCIL BUSINESS**

New Website with Parish OnLine – going live this week. Town Clerk and Secretary will have a days learning to get it all operating and fully loaded.

Following a candidates’ locality visit to LTC on 22<sup>nd</sup> April Works Foreman post to be offered this week.

**Events:** None

**Emergency works/spending this month:** None

**Road Closures:**

A39 Beggars Roost until the weekend

Belle Vue Avenue, Lynton, 08/07/2024 – 12/07/2024 – Water supply upgrade

Crossmead, Lynton, 15/07/2024 – 09/08/2024 – Water supply upgrade

Kevin A Harris – Town Clerk – April 2024.

# LYNTON AND LYNMOUTH TOWN COUNCIL

## **MINUTES OF A MEETING OF THE ESTATES AND AMENITIES COMMITTEE HELD IN LYNTON TOWN HALL ON WEDNESDAY 8 MAY 2024 AT 7PM**

**Present:**                                    **Councillors**  
A Rodway      (Chair)  
A Hobbs      (Vice Chair)  
B Peacock  
C Sleep

**Officers:**                                    Town Clerk, Town Council Secretary

### **366/23            APOLOGIES FOR ABSENCE**

Apologies received and accepted from Councillors Hawkins, Logan, Manning, Richards and Garrett (although not on this committee).

### **367/23            PUBLIC QUESTION TIME**

There were 4 members of the public present. One parishioner wished to thank Council for the prompt installation of the key safe in Lynmouth, to allow access in an emergency. A member of sailing club spoke about temporary mooring chains at the southern end of harbour and other Sailing club issues.

### **368/23            DECLARATION OF MEMBERS DISCLOSABLE PECUNIARY INTERESTS**

There were no declarations.

### **369/23            MINUTES**

#### **RESOLVED:**

That minutes of Estates & Amenities Committee Meeting held on 10 April 2024, be confirmed and signed by the Chairman as a true and correct record.

### **370/23            MATTERS UNDER DELEGATED POWERS**

#### **Planning**

#### **WTPO 24/02 – Rookery Wood, Lynton**

Works to trees subject to a tree preservation order: F14/3/19 – Re-pollarding of up to 80 mixed broadleaf trees at Rookery Wood – trees were last pollarded about 10 years ago, and subsequent decay of the pruning cuts will cause the regrowth to become unstable and tear out in severe weather. It was

#### **RESOLVED**

To Support the application

#### **62/41/24/006 – 5a The Bungalow, Lee Road, Lynton**

Proposed loft conversion. It was

#### **RESOLVED**

To have no objection to the application.

*With Members permission, chair brought forward item 6. Matters for Recommendation, f. Dinghy Park/Harbour and suspended Standing Orders to allow LCS members to speak*

**371/23      MATTERS FOR RECOMMENDATION**

**f.      Dinghy Park/Harbour**

The matter of extra chains at the southern end of the harbour was discussed. These would be for occasional use by Sailing Club members for spells of good weather when dinghies could be used on successive days. It was

**RECOMMENDED**

To add the extra chains, with a donation from Sailing Club, and see if this proves workable throughout the summer season 2024.

It was also discussed having a sign by the dinghy park with an LCS contact number should people need to contact them and it was

**RECOMMENDED**

To let Council see a draft sign before Full Council meeting at end of the month.

*Chair reinstated Standing Orders*

**372/23      MATTERS FOR RECOMMENDATION**

**a.      Current Works Schedule**

Committee ratified prioritisation of works and associated costs.

**b.      Lyn Valley Classic**

A request was received from Lyn Valley Classic to use the hockey field for parking for this year's event and it was

**RECOMMENDED**

To give permission for this.

**c.      Inspection of Manor House and Rock House**

Committee discussed dates for this and Estates Chair would advise Town Clerk of a suitable date, and then let tenants know.

**d.      Works Foreman Position**

Due to Works Foreman retirement, and a preferred candidate declining the job offer, one of the existing workforce will be invited to take promotion to the Foreman's position which would leave a vacancy in workforce. It was

**RECOMMENDED**

A job advert would be prepared for release to fill vacancy this promotion would create.

**e.      Sea Defences**

As the sea defences need shoring up around the foreshore, a digger will need to be hired for this purpose. It was

**RECOMMENDED**

Town Clerk would source a price for this and bring to Full Council.

- f. **See minute number 371/23.**
- g. **Request from St Mary's regarding dog waste bin**  
This request has been made in light of the many full dog waste bags that litter St Mary's graveyard. After discussion, it was  
**RECOMMENDED**  
If the Lyn Valley Mission Community buy and install a dog bin, Council would be prepared to empty this on the usual rounds.
- h. **Request from Lyn Climate Action**  
As they are pressing ahead with planning for the community orchard, they are in the process of completing an application for funding. They need to submit evidence of permission and would like Council to arrange for a letter confirming they can use the land for a minimum of 10 years. It was  
**RECOMMENDED**  
To give this permission so they can obtain funding.
- i. **Tennis Court/Dog Walking area for community housing project**  
If this went ahead, the tennis courts would need to be moved and re-sited elsewhere. Cllr Atherton had already asked about the top end of Holman Park. It was  
**RECOMMENDED**  
Committee would not support moving the tennis courts to Holman Park.

**373/23          MATTERS FOR INFORMATION**

- a. **Planning Decisions**
- 62/41/23/021 – The Old Mill, Lynbridge Road, Lynton**  
Proposed single storey and two storey extensions to side of dwelling.  
Resubmission of refused application 62/41/23/005  
**APPLICATION REFUSED**
- 62/41/24/001 – Polly Skye Gallery, The Wishing Well, Castle Hill, Lynton**  
Proposed new entrance to domestic accommodation  
**APPLICATION REFUSED**
- 62/41/24/003 – Shallowford Farm, Ilkerton, Barbrook, Lynton**  
Proposed extension of cattle building  
**APPLICATION APPROVED WITH CONDITIONS**

The meeting closed at 8.05pm

Chairman



Further to Finance Officers report, seasonal undertakings will no longer be produced monthly, but be available upon request.

- c. **BALANCE SHEET – MONTH 12 (Final) and Month 1**  
Committee to receive the Balance Sheet for Month 12 (Final) and Month 1. It was  
**RESOLVED**  
Committee received the Balance Sheet, Month 12 (final) and Month 1.
- d. **ELECTRONIC TRANSACTIONS for Payment**  
Committee to authorise Finance Officer to make payments as listed in the report. It was  
**RESOLVED**  
That the attached list of payments be authorised for BACS transfer.
- e. **Q4 BUDGET MONITORING REPORT – YEAR END MARCH 2024**  
It was  
**RESOLVED**  
Committee to adopt the Q4 budget monitoring report, a copy of which is attached to the signed minutes. £7,000 would be placed in emergency reserves to cover wages and the rest in general reserves.

Chair wished to record appreciation for all the excellent work of the Finance Officer in achieving end of year reports and keeping finances in such a professional manner.

*Councillor Sleep joined the meeting*

### **379/23 MATTERS FOR RECOMMENDATION**

- a. **2024 New Financial Regulations**  
This was reviewed by Committee prior to adoption at Annual Meeting of Council, and after a lengthy and in-depth discussion, it was  
**RECOMMENDED**  
To adopt 2024 New Financial Regulations as amended.
- b. **Cricket Club**  
Cricket Club pavilion request and lease query has been received, and it was  
**RECOMMENDED**  
After careful review, the points raised by Lynton Cricket Club and this committee would be referred to Solicitor by Town Clerk.
- c. **Sea Sauna**  
Letter from a member of LynSeals was received, regarding the viability of a portable sea sauna being placed throughout the season in Lynmouth. It was  
**RECOMMENDED**  
Council would be interested in receiving a proposal.

d. **Hoaroak Cottage Exhibition**

This year the exhibition is 'Women of Hoaroak Cottage' and is currently at Lynton Library before going to Simonsbath Sawmills. It is available from August should Members like to host it at Lynton Town Hall. It was

**RECOMMENDED**

To host this, as a trial, for the months of August and September 2024.

**380/23      MATTERS FOR INFORMATION**

There were none.

The meeting closed at 8.23pm

Chairman