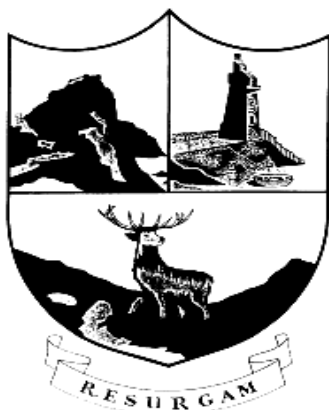


# ***LYNTON AND LYNMOUTH TOWN COUNCIL***



**Q**  
QUALITY TOWN COUNCIL

## **COUNCIL MEETING**

### **THURSDAY 28 MAY 2026**

*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 30 APRIL 2026 AT 7PM.**

**PRESENT:**                   **Councillors:**  
A Hobbs                   Mayor  
J Atherton  
M Care  
J Patrinos  
B Peacock  
V Pugsley  
S Richards  
A Rodway

**ABSENT:**                   L Logan

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

### **338/25           PUBLIC QUESTION TIME**

There were questions regarding the Manor House, and these would be sent in to Council for more comprehensive answers.

Several people came to ask Council about the Tors Road parking query, and why it was going to be brought up for official review with Devon County Council again. The 4 residents of Tors Road, each gave an impassioned speech as to why this residents parking was necessary for them.

### **339/25           APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors Manning and Wakeham, County Councillor Davis and PC Elliott.

### **340/25           DECLARATION OF MEMBERS DISCLOSABLE PECUNIARY INTERESTS**

There were no declarations received prior to the meeting.

### **341/25           MINUTES**

#### **RESOLVED**

Minutes of Full Council held on 26 March 2026, copies of which had been previously circulated, were confirmed as a true and correct record and signed by the Mayor.

### **342/25           POLICE REPORT**

PC Elliott sent in apologies, but submitted his report which is attached to these minutes.

### **343/25           COMMUNICATIONS**

- a. **Upcoming Works, Cross Street Car Park** – notice of repair works to Cross Street Car Park parapet wall 11 May – 5 June 2026
- b. **Devon Air Ambulance** – annual survey of landing site (Holman Park) has taken place.
- c. **Devon County Council Draft Order.** Disabled parking and Control of waiting proposed order 43/6275

### **344/25           COMMITTEE REPORTS**

#### **RESOLVED**

To receive the reports of the following Committees:

**Estates and Amenities Committee****8 April 2026**

Minutes 321/25 – 327/25

**Personnel Committee****15 April 2026**

Minutes 328/25 – 330/25

**Policy and Finance Committee****15 April 2026**

Minutes 331/25 – 337/25

**345/25 TOILET UPDATE**

Town Clerk updated Members on the purchase of Lower Lyndale Toilets which is now complete.

**346/25 CIVIC SERVICE/HARVEST FESTIVAL**

Lyn Valley Mission sent through some dates of their availability for the combined Civic Service and Harvest Festival, and after discussion, it was

**RESOLVED**

This will take place on Sunday 4 October 2026.

**347/25 PAYROLL SOFTWARE**

Information item: the Payroll software has been updated and has saved a considerable sum over the year. It does not affect any of the other accounting systems.

**348/25 MANOR HOUSE**

Town Clerk had spoken to the tenants and will update Members further regarding rent arrears in part 2. He also pointed out the guardian of the property is going to tidy the gardens and dispose of the rubble.

**349/25 REPORTS FROM COUNCILLORS AND OTHER COUNCIL COMMITTEES**

Councillor Rodway reported on the recent harbour sub-committee meeting, and the minutes are attached to these minutes.

Councillor Patrinos and Town Clerk attended a remote meeting about parish clustering, which could become a reality due to the future local council reorganisation (LGR).

**350/25 MOTIONS**

There were none

**351/25 NORTH DEVON COUNCIL**

Councillor Patrinos submitted his report which is attached to these minutes.

**Questions:**

Councillor Peacock asked about Lynbridge Car Park. This will be an agenda item on the next Estates and Amenities.

**352/25 DEVON COUNTY COUNCIL**

Councillor Davis sent in apologies but sent in her report which is attached to these minutes.

**Questions:**

Councillor Rodway asked about the proposed bus shelter in Lower Lyndale car park.

Town Clerk informed Members the plans are with a contractor but a bin would need to be re-sited.

**353/25 REPORT OF TOWN CLERK**

Town Clerk worked through his report (attached)

**Questions**

Councillor Peacock asked whether there had been correspondence from Pleasuredome regarding the performances in the Valley of Rocks this summer.

Councillor Atherton had questions regarding the resignation of the Marketing and Communications Officer. These will be answered in Part 2.

**354/25      QUESTIONS:**

No further questions

**After part 2, the meeting closed at 8.20pm**

**Chairman**

## **Lynton and Lynmouth Parish Council Meeting – 30/04/2026**

### **Police Report:**

**April 2026 (Report from 25/03/2026 29/04/2026)**

April 2026:

Domestic incident – Incident included counter allegations – Under investigation/Safeguarding.

Theft – Items taken by opportunist thief – Under investigation.

Please can the Parish residents be made aware that since the oil price spike it is worth mentioning to the community the increased risk of fuel theft. This includes diesel tanks, heating oil and even theft of fuel from farm machinery. There has been a marked increase in reported incidents, predominantly on A&S patch of Exmoor. Parishioners should consider making sure that heating oil tanks are alarmed or have locks covering filler holes, farm gates are kept closed and preferably locked during the hours of darkness and that farm machinery is kept in secure yards as opposed to being left at the roadside or unattended fields.

Kind Regards.

**Scott Elliott**

*Neighbourhood Beat Manager – Lynton/Lynmouth*

*Mobile: 07929 076531*

*Email: [Scott.ELLIOTT@devonandcornwall.pnn.police.uk](mailto:Scott.ELLIOTT@devonandcornwall.pnn.police.uk)*

**North & West Devon LPA / NEW Devon BCU**

*Devon & Cornwall Police, Lynton Police Office, Lynton Fire Station, 5 Burvill Street, Lynton, EX35 6HA.*

**Lynton and Lynmouth Town Council**  
**County Councillor's Report**  
**April 2026**

**As there are elections in Exeter we are in a pre election period**

**Library Consultation**

Thank you to everyone who responded. There has been an overwhelming response with over 25,000 responses, some limited feedback from officers at DCC, the special scrutiny meeting was yesterday, there were some recommendations made for cabinet but as we hadn't been given the results of the consultation it was a pretty meaningless exercise. At cabinet on May 21<sup>st</sup> hopefully the members will be furnished with the results of the consultation. At that meeting we were told that the cabinet will also decide on a long term vision for libraries in Devon.

It remains that I do not see the point of this exercise when DCC will cease to exist and the new authority (ies) will be responsible for library services.

**Highway Defects and road closures**

**Road closures can be seen at [Causeway one.network](#)**

[Report a problem - Roads and transport](#)

The DCC website is very useful for reporting problems and the reports go straight to the contractor.

Alternatively the highway contact number is 0345 155 1004

If it's a river flooding the environment agency can be contacted on 0345 988 1188

Please do get in touch if you think I can help with anything; [Andrea.davis@devon.gov.uk](mailto:Andrea.davis@devon.gov.uk)

*Andrea*

# North Devon Council News

13th April 2026

The Iran war has driven up energy prices, especially for those with oil heating, which are mainly in rural areas like ours. If you are in a low-income household you might be able to get financial support through North Devon Council's Crisis and Resilience Fund (CRF). This fund runs from April 2026 to the end of March next year and has been introduced to provide immediate crisis support for people who have suffered a financial shock, such as the doubling of heating oil costs. It isn't available to everyone, just those that meet the criteria, but it might well be you.

This is part of a national shift toward cash-first assistance, improved accessibility, and partnerships with local organisations to better support residents in hardship. Residents will be able to receive support from the CRF in other areas in addition to heating oil:

- Crisis Payments
- Housing Payments
- Resilience Services
- Oil/LPG Heating payments

To find out more ring the Council on 01271 388870.

North Devon Council has launched a renewed crackdown on dog fouling as part of its Clear Messages initiative - another attempt to address the environmental issues that matter most to residents. Dog fouling continues to be one of the most frequently reported problems received by the council's Environmental Health team. Beyond being unpleasant, dog mess poses health risks, particularly to children, impacts play areas and parks, and can cause tension between neighbours.

However, attention is mainly directed at the areas that report most! I know there are often problems in our area but they aren't reported to NDC frequently enough to get us the attention we deserve, instead it goes to Ilfracombe and Barnstaple. So please report any and all dog fouling to NDC providing photographs, locations and other details such as descriptions or vehicle registrations where it is safe to do so. If possible, this can also include a photo of the dog and its owner, but only if it can be done without putting yourself at risk. Evidence from the public is vital in helping NDC identify repeat offenders and issue penalties.

As usual, councillor's surgeries continue to be on the first Saturday of each month. Next is 2nd May. They are in the Jubilee Room at Lynton Town Hall. I'll be there from 11am to 1pm, while Mayor Adrian Hobbs of L&L will be there from 10am to midday. Please come and talk to us.

John

[john.patrinos@northdevon.gov.uk](mailto:john.patrinos@northdevon.gov.uk)

[07975 746860](tel:07975746860)

## TOWN CLERKS REPORT

April 2026



### AGENCY UPDATE

- **Harbour** – Workforce replaced corroded shackle identified by Zu (14/4/26). All papers ready for review/adoption at May Harbour Boat what has become a significant portfolio. Minor Spill Pollution Kit ordered to arrive prior to opening Safety Boathouse. Q4 Harbour Safety Audit completed with NDC Officers
- **Staff Appraisals** – Quarter 1 reviews completed and to be written up.
- **Car Parks** – Both CEO's have new Body Worn Video Cameras ready for training after an intense Easter with aggressive behaviours experienced from customers. Lining and posts protecting wall corners to be done Lower Lyndale.
- **Water Quality** – New signage provided by NDC was installed by Agency Workforce with advice/guidance on pollution incidents at Blacklands Beach. Volunteers have been found to place Environment Agency Warning signs in the board when LTC not operating

### COUNCIL BUSINESS

Second Asset inspection for year 2025/26 completed by Chair of Estates and Town Clerk – Report will be submitted to Estates & Amenities Committee in May

Surveyor completed Rent review for 3 LTC Manor area properties with site visit 8 April - reports awaited

Three insurers now engaged in tendering for Council Insurance for June 2026 renewal  
Advert for new Comms & Marketing Officer closed at noon – 14 applicants

### COUNCIL PROPERTY

- **Toilets** – Lower Lyndale freehold transfer complete. Requested new switches as present ones faulty. Bins in Bottom Meadow need fixing to wall and spare toilet rolls Town Hall relocated as being used to prop doors open, stopping access payments. New Hand Driers to be installed Bottom Meadow.
- **Putting Greens** – Green specialists engaged have brought area back to good standard using approved techniques
- **Manor House** – Town Clerk working with tenants on future business planning

**Events: Saturday 2 May** – Maverick Trail Running Event start & Finish – Caffyns Farm via Manor Green and Watersmeet. **Sunday 3<sup>rd</sup> May** – Classic & Custom Motorcycle event: Lynmouth 1pm – 4pm

### Emergency works/spending this month:

Green Specialists treat Putting area to regain quality

Kevin A Harris – Town Clerk

# MINUTES OF A MEETING OF THE HARBOUR SUB-COMMITTEE HELD AT LYNTON TOWN HALL ON MONDAY 27 APRIL 2026 AT 5.00PM

<b>Present</b>	<b>Councillors</b> A Hobbs (Chairman) A Rodway
<b>Absent</b>	L Logan
<b>Officers</b>	Harbour Master Harbour Board Independent Member – P Minoli Town Clerk, Town Council Secretary
<b>Also in attendance:</b>	W Bartlett W Bowden A Browning

- 1. APOLOGIES for absence**  
Apologies were received from Councillor Patrinos, and harbour users J Gubb-Fradgley, B Dyer, A Glover, R Perry, N Davey
- 2. PUBLIC QUESTION TIME**  
There were no questions.
- 3. MINUTES**  
The minutes of the meeting 28 January 2026 were confirmed as an accurate record and signed as such by the Chair
- 4. NDC HARBOUR BOARD**  
Harbour Board minutes of 10 February 2026 are available on North Devon Council website(link below)  
<https://democracy.northdevon.gov.uk/documents/g3099/Printed%20minutes%2010th-Feb-2026%2014.00%20Harbour%20Board.pdf?T=1>  
Next meeting of the Harbour Board will be on 12 May 2026 in Bath Hotel, Lynmouth
- 5. MOORINGS ALLOCATION**  
There was nothing to report.
- 6. HARBOUR SAFETY & COMPLIANCE**  
The Marine Risk Assessment was shared with harbour users. Harbour Master gave an explanation of the scoring of risk factors to those present at the meeting. She also informed the users SL audit will be going to the board at its next meeting.
- 7. HARBOUR MAINTENANCE**
  - Town Clerk reported the workforce have completed re-pointing work on the inner wal of the harbour. The external face will be addressed at the end of the season
- 8. USERS WORKING GROUP**
  - P Minoli updated those present about the document on harbour etiquette and good working practice. He hopes to get this document underway once some of the papers have been brought to the Harbour board meeting for a decision.

- Harbour Master has asked that 'towage' is included in this document (limits, capabilities etc). W. Bowden will put something together.,

**9. SAILING CLUB**

- The Official opening of the boathouse will be on Sunday 10 May 2026, all welcome
- Raft Race will be held on the bank holiday weekend in August. Sailing Club will submit a proposal to Council regarding making a gate/break in the fence alongside Manor Green to allow easier access to the river by the rafts. This will be placed on the Estates and Amenities agenda (13 May 2026).

**10. NEXT MEETING**

Will be held on ***Wednesday 19 August 2026 at 6pm in Lynton Town Hall.***

The meeting closed at 5.30 pm

Chairman

# **LYNTON AND LYNMOUTH TOWN COUNCIL**

## **MINUTES OF A MEETING OF THE ESTATES AND AMENITIES COMMITTEE HELD IN LYNTON TOWN HALL ON WEDNESDAY 13 MAY 2026 AT 7.00PM**

**Present:**                               **Councillors**  
A Rodway     (Chair)  
L Wakeham   (Deputy Chair)  
A Hobbs  
L Logan  
T Manning  
J Patrinos  
B Peacock  
S Richards

**Not on this Committee:** M Care

**Officers:**                               Town Clerk and Town Council Secretary

### **356/25           APOLOGIES FOR ABSENCE**

There were no apologies.

### **357/25           PUBLIC QUESTION TIME**

There were 6 members of the public present, only one asked a question at this stage in the proceedings, whether the Manor Foreshore car park could be opened on Sunday 16 May for the Lynmouth Regatta. The other members of the public were present for the Lynbridge car park item.

### **358/25           DECLARATION OF MEMBERS DISCLOSABLE PECUNIARY INTERESTS**

Councillor Wakeham declared an interest (prior to the meeting) in item 6d, raft race railings as her husband is a director of the Sailing Club.

### **359/25           MINUTES**

#### **RESOLVED:**

That minutes of Estates & Amenities Committee Meeting held on 8 April 2026, be confirmed and signed by the Chairman as a true and correct record.

### **360/25           MATTERS UNDER DELEGATED POWERS**

#### **Planning**

#### **EXM/26/106/LBC – Lyn House, Lynway, Lynton**

Removal of late c20th thin stud walls internally, to largely restore the building to its layout prior to 1969. Removal of some internal doors installed in the late c20th. Removal/replacement of non-consented plastic laminate floor coverings. Removal of a first floor kitchenette and bathroom. Creation of a new owners Kitchen and utility room. Create new en-suite bathroom in former bedroom. It was

#### **RESOLVED**

To have no objection to the application.

### **361/25           MATTERS FOR RECOMMENDATION**

#### **a. Current Works Schedule**

Committee ratified prioritisation of works and associated costs.

There was further discussion on:

- Putting Green
- Play Areas
- Crane lift for back of works truck
- Stones loose on a path on Hollerday Hill
- Dog bin in Valley of Rocks

**b. Seat Request for Cemetery**

**RECOMMENDED**

Committee agreed to allow a base to be put down in the cemetery in preparation for a new bench. This will be placed on the job schedule.

**c. Boundary at Holman Park/Hume Avenue**

A resident of Hume Avenue needs assistance in ascertaining who is responsible for the boundary between Holman Park and the gardens of Hume Avenue. Councillor Peacock gave some historical background. The original fencing was erected to stop footballs being kicked into the Hume Avenue gardens but it quickly became damaged and North Devon Homes then took it away. LLTC have never claimed responsibility for this boundary. It was

**RECOMMENDED**

LLTC to contact NDH to ask them to reinstate their fence.

**d. Raft Race Railings**

Proposal for the removal of railings to assist entry to river for the raft race was presented to Council. It was felt the most viable option is to take apart a small part to allow rafts entry to the river, but then replaced after the event.

*With Members permission Chairman suspended Standing Orders to allow a Member of the public to speak*

P Minoli said the Sailing Club suggestion would be the railing by the top steps.

*Chairman reinstated Standing Orders*

Further discussion took place and it was

**RECOMMENDED**

Cllr Richards and P Minoli will get together on this. Clearance from Environment Agency will be needed. This will be brought back to Estates and Amenities in June.

**e. Allotment Rules**

Cllr Rodway presented Council with a section on second allotments to include in the Allotment Rules document. It was

**RECOMMENDED**

To agree to the updated section, which is attached to these minutes.

**f. Groynes at Lynmouth**

This item is from Harbour sub-committee, regarding the possible reinstatement of the Groynes.

*Chairman suspended Standing Orders to allow a member of the public to speak*

Paul Minoli explained the importance of this for the safety of the boats in the harbour.

*Chairman reinstated Standing Orders*

It was

**RECOMMENDED**

If the sailing Club put together a proposal for the reinstatement of the groynes at the end of the Rhenish pier, Council will act as broker when taking it to North Devon Council, who are the owners of the beach and Coastal Protection Authority.

**g. Lynbridge Car Park**

Lynbridge residents have requested a copy of the structural report with a view to possible reinstatement. The car park documents have been forwarded to the MP. The Lynbridge group want to try and prevent it being destroyed, as it will be knocked down if no ideas are forthcoming.

*Chairman suspended Standing Orders to allow members of the public to speak*

It was asked whether demolition had actually been sanctioned. Cllr Patrinos explained the car park was deemed to be dangerous but immediate demolition was stopped in case a solution could be found. It is now two years down the line, and a possibility of some funds transfer for rebuild rather than demolition was discussed.

*Chairman reinstated Standing Orders*

It was

**RECOMMENDED**

A gentle approach to North Devon Council to see what could be done.

**h. Toilets, Cllr Logan to speak about:**

- Locking of the Lynmouth Toilets  
There was discussion on whether it would be cheaper to leave the Lynmouth toilets open all night as there are cameras operating now. It was  
**RECOMMENDED**  
To leave as it is, with just the disabled toilet open overnight, but with signage indicating this fact.
- Payment system in Bottom Meadow  
The doors are propped open on a regular basis, and therefore Cllr Logan asked whether paddle gates would be better, it was  
**RECOMMENDED**  
To find out whether the paddle gates would actually fit the doors at Bottom Meadow, as none would fit when the Healthmatic equipment first went in.
- Call out contact details  
The main problem is user error/impatience in access/egress of the facilities, so the emergency contact details need to be very visible, and clear who to contact in the event of a specific problem.

**362/25      MATTERS FOR INFORMATION**

**a. Planning Decisions:**

**EXM/26/069/FULL–Devon & Somerset Fire and rescue Service, Fire Station, Burvill Street, Lynton**

Proposed replacement of existing drill tower  
**APPLICATION APPROVED WITH CONDITIONS**

**EXM/26/059/TCA – Garson House Care Home, 7 Lee Road, Lynton**

Works to trees in a conservation area: removal of 6-7 branches from 4 no. beech trees

**APPLICATION APPROVED**

**b. Tennis Club Court resurfacing**

Tennis club has managed to raise all the money needed to get the court resurfaced, and the works will commence at end May.

The meeting closed at 8.30 pm.

Chairman

# LYNTON AND LYNMOUTH TOWN COUNCIL

## **MINUTES OF A MEETING OF THE POLICY AND FINANCE COMMITTEE HELD AT LYNTON TOWN HALL, ON WEDNESDAY 20 MAY 2026 AT 7PM**

**Present:**                               **Councillors**  
J Patrinos       (Acting Chairman)  
J Atherton       (Vice Chairman)  
M Care  
A Hobbs  
V Pugsley  
A Rodway

**Not on this committee:** B Peacock  
L Wakeham

**Officers:**                               Town Clerk and Town Council Secretary

### **366/25        APOLOGIES FOR ABSENCE**

There were no apologies.

### **367/25        PUBLIC QUESTION TIME**

There were no Members of the Public present.

### **368/25        DECLARATION OF MEMBERS DISCLOSABLE PECUNIARY INTERESTS**

No declarations.

### **369/25        MINUTES**

#### **RESOLVED:**

That minutes of the Policy & Finance Committee Meeting held on Wednesday 15 April 2026 be confirmed and signed by the Chairman as a true and correct record.

### **370/25        MATTERS UNDER DELEGATED POWERS**

#### **1.        INCOME & EXPENDITURE REPORT – April 2026**

Committee **RESOLVED** to adopt the April 2026 Income & Expenditure report.

There were various questions on:

- Waste costs
- ‘contra income’, Finance Officer would be asked if this could be identified in more detail in future.
- A possible error on page 6
- There was discussion about the surplus and earmarked reserves, it was

#### **RESOLVED**

£40,000 for Town Hall Refurbishment Reserve

£15,000 for Cemetery Extension Project Reserve

£24,623 for Toilet Equipment Replacement Reserve (5-10 year plan)

2. **BALANCE SHEET – Month 1**  
Committee **RESOLVED** to receive the Balance Sheet for Month 1.
  
3. **ELECTRONIC TRANSACTIONS for Payment**  
Committee **RESOLVED** to authorise Finance Officer to make payments as listed in the report. There were questions on:

**371/25**      **MATTERS FOR RECOMMENDATION**

- a. **To Receive Invoice for Emergency Works to Putting Greens**  
Under Financial Regulations 5.18, to comply with lease conditions on the putting greens, specialist providers and under threshold for formal quotes, it was  
**RECOMMENDED**  
Committee approved this invoice for the repair and maintenance of putting green, so it was in good order for opening on Good Friday.
  
- b. **Social Media Troll**  
Committee discussed whether a policy decision is needed with regard to any potential response. It was  
**RECOMMENDED**  
Councillors Hobbs, Patrinos and Pugsley, with Town Clerk will draft a policy for use primarily to stop anonymous bullying of Council staff on-line, so a response can be sent out quickly.
  
- c. **Correspondence Received from Exmoor National Park Centre**  
This correspondence regarding toilet facilities at Lynmouth Pavilion has been noted.
  
- d. **Local Government Reorganisation Transfer of Community Assets**  
Correspondence informing Council of the outcome of NDC Strategy and Resources Committee with particular reference to community assets and their possible transference prior to LGR.

**372/25**      **MATTERS FOR INFORMATION**

There were no other matters.

The meeting closed at 8.05 pm

Chairman