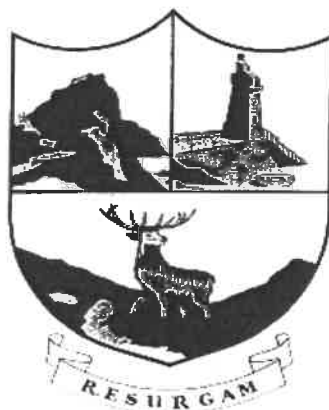


LYNTON AND LYNMOUTH TOWN COUNCIL



Q
QUALITY TOWN COUNCIL

COUNCIL MEETING

THURSDAY 25 JUNE 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

009/26 POLICE REPORT

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

010/26 PLANNING

EXM/26/090/LBC – The Crown Hotel, Sinai Hill, Lynton

Listed building consent for the proposed replacement of existing chimney.

It was **RESOLVED** to support the application.

EXM/26/081/FULL – The Homestead, Ilkerton, Lynton

Proposed erection of mixed Agricultural and Equestrian use building

It was **RESOLVED** to support the application as long as the Planning Officer is satisfied that it meets the policies regarding visual amenity and dark skies.

Councillor Patrinos declined to vote on planning matters, as he is a member of the Exmoor National Park Planning Committee.

011/26 ANNUAL INTERNAL AUDIT REPORT 2025/26

RESOLVED

To receive the report of the Internal Auditor and the Annual Internal Audit Report 2025/26. (These to be placed on the Notice Board and on the Council website.)

To reappoint the Internal Auditor for the accounting year 2025/26.

012/26 TO APPROVE THE YEAR END ACCOUNTS 2025/26

RESOLVED

To approve the year-end accounts, which will be attached to the signed minutes.

Councillor Peacock had questions on:

- Water rates (which Finance Officer was able to explain)
- Telescope on coast path
- Meter readings in the toilets (this will be placed on the Estates and Amenities agenda in June).

Thanks were given to Finance Officer for his work on the accounts.

013/26 TO RECEIVE THE END OF YEAR BANK BALANCE SHEET

RESOLVED

To receive the end of year bank balance sheet

014/26 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 1 – ANNUAL GOVERNANCE STATEMENT

RESOLVED

To complete and approve the Annual Governance Statement Section 1 of the AGAR and be signed by the Chairman of the meeting and Town Clerk/RFO. This will be placed in the notice board and on the Council website.

015/26 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN SECTION 2 – ACCOUNTING STATEMENTS

RESOLVED

To receive and approve Section 2 of the AGAR and be signed by the Chairman of the meeting. This will be placed in the notice board and on the Council website.

016/26 COMMITTEE REPORTS

RESOLVED

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

Minutes 356/25-362/25

Personnel Committee

20 May 2026

Minutes 363/25-365/25

Policy and Finance Committee

20 May 2026

Minutes 366/25-372/25

Councillor Manning joined the meeting at this point

017/26 COUNCILLOR CO-OPTION

After discussion it was

RESOLVED

Co-option will take place at the June Full Council meeting.

018/26 ALLOTMENT RULES

RESOLVED

To adopt the updated allotment rules (version 3). A copy is attached to the signed minutes and will be placed on the Council website.

019/26 LYNTON AND LYNMOUTH TOWN COUNCIL OFFICIAL TOWN CRIER

In the last year, the Town Crier has been present at a range of events including:

- Senior citizens tea in Town Hall
- Lyn Valley Christmas market
- Sailing Club Regatta
- Sailing Club Raft Race
- A private wedding in Lynmouth
- Civic Service at St Mary's Church
- French visit twinning night in Town Hall
- Other LLTC events in Town Hall

It was

RESOLVED

Members were very happy to authorise a further twelve months.

020/26 REPORTS FROM COUNCILLORS AND OTHER COUNCIL COMMITTEES

- Mayor Cllr Hobbs attended Barnstaple Mayor Making event
- He also attended Lynton Youth Group where he presented a cheque for £100 from the Mayors Allowance
- Cllr Peacock wished to bring Members attention to the Nature Reserve, which is looking particularly fine
- Cllr Atherton attended a Friends of the Library plant sale

021/26 MOTIONS

There were none

022/26 NORTH DEVON COUNCIL

Councillor Patrinos spoke on the impact of the Local Government Reorganisation and that there will be an announcement soon.

Questions

Cllr Patrinos was asked if he would ask the dog warden to make his rounds in the parish.

023/26 DEVON COUNTY COUNCIL

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

Questions

No questions

024/26 REPORT OF TOWN CLERK

Town Clerk worked through his report (attached)

Questions

There were questions on:

- Harbour
- Lynbridge
- The Manor

025/26 ADOPT RISK ASSESSMENT FOR 2026/27

RESOLVED:

The risk assessment for 2026/27 be adopted and a copy attached to the signed minutes and placed on Council website.

026/26 HARBOUR RISK ASSESSMENT FOR 2026/27

RESOLVED:

The Harbour Risk Assessment for 2026/27, as adopted by Harbour Board on 12 May 2026, be adopted and a copy attached to the signed minutes and placed on Council website.

027/26 REGISTER OF ASSETS 2026/27

RESOLVED:

The register of assets for 2026/27 be adopted and a copy attached to the signed minutes and placed on Council website.

028/26 COUNCIL INSURANCE RENEWAL

RESOLVED:

Members decided Zurich offered the most competitive quotation, and it was agreed to be insured by them for the next three years

029/26 BANK SIGNATORIES

RESOLVED:

Bank signatories are Mayor, Deputy Mayor, Chair and Deputy Chair of Policy & Finance, Town Clerk and Finance Officer.

030/26 ADOPT STANDING ORDERS

RESOLVED:

Council adopt operating procedures for coming municipal year.

031/26 ADOPT FINANCIAL REGULATIONS

RESOLVED:

To adopt the new financial regulations.

032/26 ADOPT CODE OF CONDUCT

RESOLVED:

Council to adopt Code of Conduct.

033/26 COMMITTEES 2026/27

To appoint Chairman and members to serve on the under mentioned committees for the ensuing municipal year:

- a) Estates & Amenities Committee
- b) Policy & Finance Committee
- c) Personnel Committee
- d) Appeals Committee

It was

RESOLVED

Chair of Estates and Amenities - Councillor Logan.

Deputy to be decided at next Estates and Amenities meeting

Chair of Policy and Finance – Councillor Patrinos
Deputy to be decided at next Policy and Finance meeting.
Chair of Personnel – Councillor Hobbs
Chair of Appeals – Councillor Rodway
The committees are as listed on the attached sheet.

034/26 DELEGATED POWERS TO BE GRANTED

Policy & Finance Committee
Estates & Amenities Committee
E & A Planning Sub Committee
Personnel Committee
Appeals Committee

RESOLVED

To grant delegated powers to the above committees in line with their Terms of Reference.

035/26 REPRESENTATIVES ON OUTSIDE BODIES 2026/27

RESOLVED

To agree with the changed list as attached to the minutes

036/26 MEETING TIMETABLE 2026/27

RESOLVED:

Estates & Amenities – second Wednesday of each month commencing 7pm
Policy & Finance – third Wednesday of each month, commencing 7pm
Full Council – Last Thursday of each month, commencing 7pm
August Recess
No Committee meetings in December, Full Council only.

037/26 QUESTIONS:

There were questions on:

- Cllr Atherton informed Members of the Museum works being on schedule to finish at end August.
- Workforce are clearing up extra rubbish strewn over Lynmouth in the evenings. This seems to be a large number of take-away boxes. This matter will be an agenda item at Estates and Amenities.
- Cllr Pugsley asked whether the Manor payment plan is being upheld.

Meeting closed, after part 2 at 8.20 pm

Chairman

Lynton and Lynmouth Parish Council Meeting – 28/05/2026

Police Report:

May 2026 (Report from 29/04/2026 – 27/05/2026)

May 2026:

Malicious Communication – Threats made to victim – No further action as victim has failed to engage in the investigation.

Criminal Damage – Windscreen smashed by unknown person – No further action due to evidential difficulties.

Community notice:

Given the warm weather we have been having it is very tempting to enter open water. As you are aware there have been multiple fatalities over the Bank Holiday week and I would urge people to think twice before entering the water.

It does not matter how strong a swimmer you think you are, cold water shock paralyses the body and can lead to drowning.

Please take adequate precautions if entering the water:

- Stay within your depth
- Let people know where you are.
- Use apps such as 'what3words' if in a group. That way it is far quicker to get help to your location should you get into difficulties.
- Please make local children aware of this advice.

Kind Regards.

Scott Elliott

Neighbourhood Beat Manager – Lynton/Lynmouth

Mobile: 07929 076531

Email: 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

May 2026

My apologies, it is the annual meeting of Devon County Council, I am not expecting it to be a swift affair.....

Devon County Council Libraries Update

The Devon County Council (DCC) Cabinet has officially adopted the new Vision for Libraries, confirming that current library operating hours will be fully maintained. Following extensive public consultation—which drew over 25,000 responses—the previously proposed banding and grouping of libraries has been scrapped. The result is a huge success for people power and the coordinated and consistent plea for common sense to prevail.....

Key Decisions Approved;

- Partnership Libraries: Introduction of collaborative models with local groups and parish councils to extend services and hours.
- Open Plus Technology: Implementation of automated, out-of-hours access across 12 Devon libraries.
- Volunteer Strategy: Development of a formal DCC volunteer framework to complement existing services.
- Staff Recognition: Affirmation of core library staff as the essential backbone of future operations.
- Transformation Fund: Establishment of a Libraries Transformation Programme board to oversee a £1 million fund.
- Resource Investment: An additional £100,000 annual allocation to the book fund.
- Fines Abolished: Complete removal of library book fines, effective October 2026.

This outcome represents a significant victory for community advocacy, demonstrating that public feedback has directly shaped DCC policy to safeguard and enhance local library services

A361 Safer Roads Scheme- cameras

I've had a few emails about this, not in the parish but we all use the road at times.

Answers to some FAQ's

- There will be 'average speed check' signage going up.
- AI camera

One AI camera or "Distracted Driver System" (DDS) camera as they are also known, will be going in at Ashford along with the Average speed cameras. This is new technology and not Home Office Type Approved like our speed cameras currently are. But the AI involved simply detects the potential driver offence and the camera will only record evidence of potential phone/seatbelt offences. Like speed cameras this evidence is securely controlled for police use only. Devon & Cornwall police have been pioneering the use of mobile DDS cameras for seatbelt and mobile phone use detection for over 4 years now and they have checked that their data protection processes are compliant. DDS is being included in this road safety project due to the sad prevalence of in-vehicle distraction or not wearing a seatbelt being involved in serious and fatal collisions. But will only be used for this specific purpose and they will not be able to record any other personal information.

- Data Protection

Speed cameras are Home Office Type Approved and cannot record driver or vehicle data for any other purposes. They securely encrypt and transmit evidence of speed offences to police back-office systems. Devon & Cornwall Police are fully compliant with all data protection regulations.

<https://roadsafety.devon-cornwall.police.uk/speed-offence-enquiries/speed-camera-information/>

<https://www.devon-cornwall.police.uk/advice/advice-and-information/data-pro/data-protection/>

- Other safer roads scheme works scheduled

The October HATOC is scheduled for approvals of the Williams Arms and Barton Lane crossings with a build dated subject to other roadworks by Feb 2027. This will also include the Ashford crossing. The Knowle crossing may join them although this could potentially be a bigger road scheme proposal subject to local support/views. The Tarka Trail works from Heddon Mills to Dean Cross have a construction permit for Jan-Apr 2027.

The Safer roads funding can only be used on this route and only for additionality (safety related, the proposals are all compliant and have been through the department of transports own checks as it is their funding). The funding cannot be used for potholes.

Subsidised composting bins available

Making compost at home is a natural and affordable way of adding moisture, structure and nutrients back into the soil which supports the growth of healthy plants and increases biodiversity in gardens of all sizes.

Devon residents can purchase Blackwall Compost Converters from £25 by ordering online at www.getcomposting.com.

The Blackwall 220 Litre Black Compost Converter is the UK's best-selling home compost bin. Made in the UK from recycled plastic, it's UV stabilised for maximum durability and comes with a 5 year guarantee. Priced at just £25.00 (plus delivery) due to a Devon County Council subsidy, it provides an affordable and secure environment for compost, helping you transform your kitchen and garden waste into a valuable and nutrient rich food for your garden.

The Green Johanna 330 Litre Compost Bin is the natural waste composter with a difference. Unlike standard compost bins, this hot-composter turns garden and food waste including cooked food, bones, meat and fish into nutrient rich, organic compost. Recommended as a Best Buy in Gardeners' World magazine and Which? Magazine, the Green Johanna can digest all biodegradable waste due to its enclosed base, meaning more nutrient rich compost for your garden. The Green Johanna is now reduced to £62 (RRP £144.99) for Devon residents.

Wormeries, water butts and other accessories are also available.

For more information about composting at home visit www.recycledevon.org.

Combe Martin Rural highway snapshot

This financial year (so from 1st April) there has been 125 safety defects reported, of these 112 are completed. There have been 11 emergency jobs received, 6 fallen trees and 2 collisions requiring highway attendance.

Highway Defects and road closures

Road closures can be seen at [Causeway one.network](http://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

Andrea

TOWN CLERKS REPORT
May 2026



AGENCY UPDATE

- **Harbour** –All papers adopted at May Harbour Board. Now to be placed on Harbour Page. Minor Spill Pollution Kit now in LSC Safety boat house. MMO advised of final dredging works next week and reps are attending to inspect. Costs of composite railings received and will liaise with NDC Head of Finance
- **Car Parks** – Posts protecting wall corners installed in Lower Lyndale and wall refurbishment finished in Cross Street. Lines did not get laid in Lower Lyndale and contractors arranging another date with NDC Managers

COUNCIL BUSINESS

Surveyor completed Rent review for 3 LTC Manor area properties - reports awaited
Internal Audit 2026 complete and successful
Church Clock mended by Town Hall Supervisor – parts getting difficult to obtain.

COUNCIL PROPERTY

- **Toilets** – Flood Memorial Hall block freehold transfer commenced. New switches to be fitted Lyndale block 29 May under warranty by Healthmatic. Cleaning Contractor will commence twice daily cleans of toilets from 1 June as per contract terms
- A replacement lamp-post for Lynmouth Promenade has been arranged. Delivery and installation hopefully soon.

Events:

Classic Car Show - Sunday 14 June

Emergency works/spending this month: Nil

Road Closures:

Sunday 14 June - Lee Rd and Church Hill, Lynton 6:30am to 6:30pm -

Kevin A Harris – Town Clerk – May 2026

ESTATES & AMENITIES

L Logan (Chairman)
TBA (Vice Chairman)
A Hobbs
T Manning
J Patrinos
B Peacock
S Richards
A Rodway
L Wakeham

POLICY & FINANCE

J Patrinos (Chairman)
TBA (Vice Chairman)
J Atherton
M Care
A Hobbs
L Logan
V Pugsley
A Rodway

PERSONNEL COMMITTEE

A Hobbs (Chairman)
M Care
L Logan
B Peacock
V Pugsley
L Wakeham

APPEALS COMMITTEE

A Rodway (Chairman)
J Atherton
T Manning
J Patrinos
S Richards
Vacancy

PUBLIC TOILET UTILITIES COMMITTEE

B Peacock (Chairman)
A Hobbs
J Patrinos
A Rodway
A Clarke
S Pugsley
L Wakeham
Town Clerk

HARBOUR USER GROUP SUB-COMMITTEE

A Hobbs (Chairman)
L Logan
A Rodway
J Patrinos

LYNTON AND LYNMOUTH TOWN COUNCIL

Representatives on outside bodies 2026/27

NAME OF BODY	COUNCIL REPRESENTATIVES
Hollerday Hill Management Group	B Peacock, A Rodway, T Manning, L Logan WF Leading Hand, Richard Eales (ENP) and Mr J Jackson
Harbour Advisory Group	Mayor, Deputy Mayor, Chair & Vice Chair E&A.
V of R Advisory Group	Chair of E&A, Town Clerk, WF Leading Hand, One representative from the Cricket Club, One representative from Lee Abbey, One representative from Exmoor National Park, One representative from Natural England, one representative from RSPCA, Commoner
Policy Implementation Group for Goats	Chair of E&A, Keeper of Goats, A Rodway Town Clerk, Vice Chair E&A
Town Hall Maintenance Group	Chair of P&F, Chair and Vice Chair of E&A, Town Clerk, Town Hall Supervisor
Town Hall Resource Hub (Food Bank)	A Hobbs, S Richards
Allotment Group	L Logan, A Rodway, WF Leading Hand, Town Clerk
Major Incident Plan Working Group	Mayor, Town Clerk, B Peacock
Building Inspection Group	Mayor, Chair and deputy of E&A, Chair of P&F, Town Clerk.
Plastic Free North Devon	A Rodway
Climate Emergency Champions	A Rodway, J Patrinos
Friends of Lynton Library	J Atherton
Volunteer Road Wardens	T Manning, Town Clerk

MEETING TIMETABLE 2026/27

2026

MAY

13 Estates & Amenities
20 Policy & Finance
26 Annual Parish meeting
28 Full Council Annual Meeting

JUNE

10 Estates & Amenities
17 Policy & Finance
25 Full Council

JULY

8 Estates & Amenities
15 Policy & Finance
30 Full Council

AUGUST

13 *August Recess meeting if needed*
19 Harbour Sub-Committee

SEPTEMBER

9 Estates & Amenities

16 Policy & Finance
24 Full Council

OCTOBER

14 Estates & Amenities
21 Policy & Finance
21 Harbour Sub-Committee
29 Full Council

NOVEMBER

11 Estates & Amenities
18 Policy & Finance
26 Full Council

DECEMBER

17 Full Council

2027

JANUARY

13 Estates & Amenities
20 Policy & Finance
20 Harbour Sub-Committee
28 Full Council

FEBRUARY

10 Estates & Amenities
17 Policy & Finance
25 Full Council

MARCH

10 Estates & Amenities
17 Policy & Finance
25 Full Council

APRIL

14 Estates & Amenities
21 Policy & Finance
TBA Harbour Sub-Committee
29 Full Council

MAY

12 Estates & Amenities

19 Policy & Finance
27 Full Council Annual Meeting

E&A 7pm start

P&F 7pm start

Full Council 7pm start

Harbour Sub-Committee 6pm start

Annual Parish Meeting 7pm start

- Large stones in harbour removed (they were damaging bottom of boats)
- Councillor Hobbs spoke about a seat in Russell Gardens, to be placed on Works Schedule
- Councillor Peacock spoke about adhering to No Mow May in certain areas around the Parish
- Councillor Rodway spoke about tree guards and the gate at the allotments which needs re-hanging.
- Councillor Peacock would like to see the recent tree report as there is a tree on Snowball that possibly needs work.

b. Rhododendron Management

An invoice was submitted for the spot spraying of rhododendron regrowth, and committee discussed the contractor's suggestion that the frequency of spraying should take place every other year rather than annually. It was **RECOMMENDED**

To accept the invoice and to agree to every other year spraying, however this would be checked after one year. This decision will also be revisited at budget setting time.

c. Town Hall Stonework

Committee have looked at the experts report on the necessary repairs to the stonework of the Town Hall and it was

RECOMMENDED

To agree the costs and to give the go ahead for these necessary works.

d. Raft Race Railings

Town Clerk read a communication from a Senior Building Control Inspector, which stated that as the railings are exempt to the Building Regulations, there are no requirements to comply with part K, as was suggested at a previous meeting.

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

P Minoli said as the part K regulations clearly do not apply as it is not a building, he would like to have the issue of a part of railing removed for the raft race and then reinstated, to be reconsidered.

Chairman reinstated Standing Orders

It was

RECOMMENDED

To give the go ahead, as long as during the event, these railing changes are covered by Sailing Club Risk assessment and insurance, and that after the event all is returned to its original, or better, state.

e. Rubbish in Lynmouth

This item was reported at Full Council. Rubbish bins are overflowing from evening use giving the workforce extra work. Town Clerk will liaise with local traders for them to provide extra bins. He will also liaise with North

Devon Council Environment Team to obtain stickers for the dog bins, which state that normal bins can also be used.

f. Toilet Meter Readings

Committee was presented with a spreadsheet of toilet water meter readings, which will be used as a benchmark when the use of grey water is on trial.

045/26 MATTERS FOR INFORMATION

a. Planning Decisions:

EXM/26/062/FULL– White Rose Cottage, Queen Street, Lynton

Proposed formation of roof garden on existing flat roof together with access hatch. Retrospective

APPLICATION REFUSED

EXM/26/019/FULL – Shelley’s 8 Watersmeet Road, Lynmouth

Proposed reinstatement of retaining wall and stone wall. Retrospective

APPLICATION APPROVED WITH CONDITIONS

EXM/26/017/LBC – The Crown Hotel, Sinai Hill, Lynton

Listed Building Consent for the proposed light refurbishment of existing pub & restaurant, full refurbishment of hotel lobby lounge, conversion of existing games/billiards room to 2 new hotel bedrooms, new wrought iron external gate, conversion of existing former library room to 1 new hotel room, full refurbishment of bedrooms 8 and 9, redecoration of hotel corridors and all bedrooms, re-fitting of all hotel bathrooms, external repairs and redecoration of building, conversion of externally-accessed store room into new bin store, new external signage, new exterior lighting and refurbishment of trade area WC’s.

APPLICATION APPROVED WITH CONDITIONS

EXM/26/078/LBC – 1 Stockhill, Barbrook, Lynton

Listed building consent for the proposed replacement of 7 no. windows

APPLICATION APPROVED WITH CONDITIONS

b. Defra Announcement on White-Tailed Eagle Release

Natural England have approved the release of the White-Tailed Eagle in Exmoor National Park.

c. Sea Sauna Update

News has been received that the new Sea Sauna will arrive in around six weeks.

The meeting closed at 7.50 pm.

Chairman

JUNE 2026

CURRENT WORKS		PRIORITY	UPDATE	TO DO	DO BY	BUDGET CODE
1	Harbour	Public Safety	COMPLETE			Agency
2	Harbour Flood relief Scheme	Good Repair	Site Visit 4 June with TC and EA contractor			Agency
3	Car Park retaining wall behind Town Hall	Good Repair	Awaiting NDC Engineers final report			Agency
4	Harbour wall	Good Repair	COMPLETE			Agency
5	Lower Lyndale Car Park	Good Repair	COMPLETE			Agency
6	Pavilion Park	Public Safety	COMPLETE			Agency
7	Russell Gardens	Good Repair	Strimming Complete, some wild flowers left for 'no mow May			Agency
8	Town Hall gutters	Good Repair		Small Section at back to replace		LLTC
9	Putting Greens	Good Repair		Weekly cutting schedule through the Summer	PRIORITY 2	LLTC
10	Drystone Wall, Hollerday Hill	Good Repair	Leading hand to investigate obtaining soil and stones to complete works	Repair collapsed wall near Iron Age Fort, workforce to commence when opportunity allows	As weather permits	LLTC
11	Steps by Tennis Court, Hollerday Hill	Good Repair	COMPLETE			LLTC
12	Seat by information board, Hollerday Hill	Good Repair	Leading hand has quote for replacing wood	Replace rotten wood seat		LLTC
13	Play Area Repairs	Good Repair	COMPLETE			LLTC
14	Upper North Walk/Southcliffe Fence	Good Repair	COMPLETE			LLTC
15	Rhododendron works	Best Practice	COMPLETE			LLTC
16	Allotments	Good Repair	Workforce to make safe entrance as becoming dangerous	As weather permits	PRIORITY 4	LLTC
17	Valley of Rocks Car Park	Public Safety	COMPLETE			LLTC
18	Benches	Public Safety	1 bench identified requiring seating	Workforce to source suitable wood for seat	As soon as all other priorities are complete	LLTC
19	Prison Cell Roof	Good Repair	Initial plans and costings received by K Dyer and funding sourced by TC to cover outlay.	Council to proceed with funding bid when final plans and costings received from K Dyer and Structural Engineer		LLTC
20	Town Hall Repairs	Good Repair	Costed works presented to E&A Ctte (10.June)	TC to contact K Dyer to complete necessary leadwork before masonry works can proceed.		LLTC
21	Tree Guard Memorial Tree	Public Safety	Workforce to fit metal tree guard to memorial tree, Manor Green			LLTC
22	Stream/Grill Lynton Complex	Good Repair	Identified as an issue on Asset Inspection 29.4.26 by TC and Chair Estates	Workforce to be tasked with keeping stream and grill clear	When other priorities are complete	LLTC
23	Memorial Tree update	Good Repair	Monkey Puzzle to be sourced and planted pm Hollerday in memory of Philip Hawkins	Councillor Manning to source tree for workforce to plant		LLTC
24	Tree Works	Good Repair	Surveyors report received by Wessex Tree Surgeons identifying trees on Council Estate requiring remedial works	Chair Estates and TC to identify, by scale or risk, precisely what works can be achieved by workforce and what can be done by contractors.	When other priorities are complete	LLTC

JUNE 2026

25	Gate Post Putting Green	LLTC	WF	Good Repair	Rotten gate post	Workforce to replace wood		PRIORITY 3	LLTC
26	Toilets	LLTC	WF	Good Repair	Town Hall handle needs replacing, flush systems not working	Leading Hand to contact plumber D Stone to carry out necessary remedial works asap		PRIORITY 1	LLTC
27	Wooden Fence beside Tennis Courts, Lymmouth	LLTC	WF	Good Repair	Missing/rotten wooden panels, identified on Asset Inspection 29.4.26	Workforce to make repairs			LLTC
28	Fence tennis Courts Lymmouth	LLTC	WF	Good Repair	Fence beside courts identified on Asset Insepction 29.4.26 as needing securing	Workforce to cable tie back to uprights			LLTC
29	New Cemetary	LLTC	WF	Good Repair	Workforce to weed kill and strim path as weather permits, soil and detritus to be removed from entrance porch. Concrete plinth for new bench to be installed				LLTC

Signed : 

Date : 10/06/26

Chair/Deputy Chair Estates and Amenities Committee

- c. **BALANCE SHEET – Month 2**
Committee **RESOLVED** to receive the Balance Sheet for Month 2.
There were questions on:
- Council bank accounts
 - General reserves
 - Emergency fund
 - Funds under the Food bank heading
- d. **ELECTRONIC TRANSACTIONS for Payment**
Committee **RESOLVED** to authorise Finance Officer to make payments as listed in the report. There were questions on:
- BT payments, which Cllr Atherton will ask Finance Officer about. This will be shared with the committee.

051/26 MATTERS FOR RECOMMENDATION

- a. **Grant Application Letter**
Life Education Wessex & Thames Valley have asked for a grant to provide health and wellbeing workshops to the children at Exmoor Federation (Lynton, Parracombe and Kentisbury Schools), after discussion it was
RECOMMENDED
To offer £100.
- b. **Signage for Public Toilets**
Request has been received from Exmoor National Park Centre to update the signage pointing to the public toilets by way of extra signs on some defunct lampposts outside the pavilion. It was
RECOMMENDED
As the posts are owned by Devon County Council, Exmoor National Park should approach the owner of said posts if they wish to put signage up on them.
- Cllr Patrinos declined to comment or vote as he declared an interest in this item.*
- c. **Collection and Recycling of Textile Bank Stock**
At time of sending agenda out, the Scope fabric bank was overloaded, and bags were being dumped at the side, and therefore a policy decision/direction on the skip and whether LLTC wished to keep it or not was needed. Since then, Town Clerk has managed to have communication with Scope. They have now had this emptied, and Lynton is on the monthly collection schedule once again. This situation will be monitored closely.
- d. **Removal of Requirements to Publish a Councillor's Home Address**
As from 29 June 2026, local authorities will not be required to publish an elected or co-opted member's home address in local authority registers of interest. Committee discussed this and it was
RECOMMENDED
This is an individual decision, and will be communicated to the rest of

Council for their thoughts, but most of the councillors on this committee were inclined to leave their details on LLTC and NDC websites.

e. **Council Property Leases**

Town Clerk shared the Surveyors Report with committee members and further discussion took place in Part 2. It was

RECOMMENDED

Follow Surveyors recommendations.

052/26 **MATTERS FOR INFORMATION**

There were no other matters.

The meeting closed after part 2 at 7.50 pm

Chairman

LYNTON & LYNMOUTH TOWN COUNCIL
ACCOUNTS FOR PAYMENT - POLICY & FINANCE COMMITTEE 17 JUNE 2026

<u>DATE</u>	<u>Chq No.</u>	<u>PAYEE</u>	<u>AMOUNT</u>
1			
<u>PAYMENTS BETWEEN MEETINGS OF COMMITTEE</u>			
27.05.26	Card	Amazon	434.97
01.06.26	BACS	Zurich	17,538.55
27.05.26	Card	Radmore & Tucker	112.20
11.06.26	Card	Amazon	29.97
11.06.26	Card	Screwfix	111.35
		Total	18,227.04
2			
<u>PAYMENTS AGAINST BUDGET</u>			
06.05.26	DD	O2	12.60
08.05.26	DD	Right Fuel	899.04
08.05.26	DD	B.T.	1190.42
07.05.26	DD	Brightpay	311.04
11.05.26	DD	Barclaycard	205.40
11.05.26	DD	Good Energy	37.23
11.05.26	DD	HSBC	40.00
15.05.25	DD	Nayax	554.01
15.05.26	DD	Takepayments	18.00
18.05.26	DD	Sage	73.20
21.05.26	DD	British Gas	1037.33
18.05.26	DD	EE	24.83
21.05.26	DD	British Gas	190.21
26.05.26	DD	Vincents	189.30
21.05.26	DD	AIBMS	450.61
22.05.25	DD	Source for Business	1,610.41
20.05.26	DD	NFS CO CIC	372.38
26.05.26	DD	HSBC	87.70
26.05.26	DD	Ford Lease	421.48
26.05.26	DD	Ford Lease	371.48
28.05.25	BACS	PAYE & Pension payments	12,135.29
May		Petty Cash	36.08
May		Studio	147.00
		Total	20,415.04
3			
<u>ACCOUNTS FOR PAYMENT</u>			
20.06.26	BACS	Staff	18,153.55
	BACS	All in One Services Ltd	2,976.00
	BACS	APB Accountants	1,668.00
	BACS	Bateman Hosegood	132.00
	BACS	Bridgemans	62.97
	BACS	The Business Supplies Group	25.51
	BACS	Dallyn S R VOR & HH Fence repairs	1,698.00
	BACS	Devon County Council	46.74
	BACS	Flowbird	850.80
	BACS	Gurt Noodle	900.00
	BACS	Eagle Plant	278.40
	BACS	M&E Alarms	331.36
	BACS	North Devon Council	234.90
	BACS	K Dyer	2,220.57
	BACS	HPSL	234.36
	BACS	J&M Greens	2,200.00
	BACS	Konica	71.24
	BACS	H Baker Signs	214.00
	BACS	SW Legionella	714.00
	BACS	TM Electrics	235.44
	BACS	Devon County Council	5,904.22
	BACS	Inland Revenue	6,818.65
		Total	45,970.71
		TOTAL PAYMENTS	84,612.79