

LYDFORD PARISH COUNCIL  
Minutes of the monthly meeting of the parish council

Tuesday 13<sup>th</sup> June 2023 at 7:00pm

Present: Cllrs Grigg (Chair), Skeaping, L Lenton, K Lenton, Hulett, Gilpin, Southcott (WDBC), Paul Brookes (Beating the Bounds), Sue Powne (Coronation funds to notice board)

1. Public Session (15 minutes)

**Nil**

2. Apologies for absence

**Nil**

3. Declarations of Interest

**Nil**

4. Business not listed on the agenda, by permission of the Chair.

- All the WC signs in the village have now been either removed or taped over.
- Enquiries into updating the Council website are ongoing. **(AP1)** Clerk & Cllr Grigg to investigate whether the existing website can be satisfactorily updated. **(AP2)** Cllr Southcott will circulate website developers used by other parish councils.
- Councillors should have dedicated email addresses used only for Council business. **(AP3)** Clerk to set up emails for each of the Councillors).
- An unknown metal detectorist has been seen digging in the village, including on the Saxon Banks and Lydford Castle site. **(AP4)** – Clerk to notify English Heritage, include a note in the Parish magazine.
- Cllr Southcott reminded the Council of the Road Warden scheme operated by Devon Highways and questioned whether Lydford might want to take part. It would require volunteers from the village being trained to repair defects in minor roads through the parish.

5. Minutes of the meeting 16<sup>th</sup> May 2023

- It was resolved that they be accepted as an accurate record of the meeting.  
Proposed Cllr Grigg, seconded Cllr Hulett. All in favour.

6. Matters arising from the meeting 16<sup>th</sup> May 2023

**Nil**

7. Notice Boards outside Nicholls Hall

(The Chair suspended Standing Orders to allow Sue Powne to take part in discussions).

- Both boards are the property of the Parish Council and are in poor condition. Mick Jones who has previously been suggested as a repairer is not looking to carry out the work.
- Sue Powne reported that there is £826 presently in Coronation fund which might be well spent on providing replacement boards as a commemoration of the King's Coronation
- Cllr L Lenton reported that her researches to date had revealed the best option being a powder coated aluminum board costing £752 + VAT per board. A board made of recycled plastic is too expensive.
- **(AP5)** – Cllr L Lenton to circulate designs & investigate prices.
- Cllrs agreed that they are willing to use Council reserves to contribute to the cost of replacing both boards but wondered whether the Hall Committee would be willing to contribute to the cost of the Community board. **(AP6)** – Cllr Grigg to sound out trustees on the matter at the next Hall Committee meeting.

(Chair reinstated Standing Orders at the conclusion of the discussion).

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**8. 20's Plenty**

- Councillors were very keen to commit the Council to engaging in the 20's Plenty campaign as a way of ensuring that a 20mph speed limit is established for traffic moving through the village.
- Cllr Skeaping agreed to represent the Council at the coming inaugural meeting and circulate any information coming from it. (AP7)

**9. Speedwatch**

- The initial purpose of Speedwatch in Lydford was felt to have been a way of collecting data to support an argument for 20mph limit through the village.
- Cllr Southcott referred to the group in Mary Tavy which is very active and is proving to be very effective at controlling speeds.
- Cllr L. Lenton is a member of the Lydford group.
- The group was coordinated by Cllr Cook, who has since retired. There is now a need to find a new coordinator and more volunteers. Cllr Southcott has a list of those early volunteers. He will make contact with them to start building the new group. Copy to Cllr Grigg (AP8)
- Cllr Southcott will attend the Lydford Summer Fayre 8.7.23 to try and recruit new volunteers.
- Clerk to include a piece in the monthly bulletin for the Parish Newsletter asking for volunteers (AP9)

**10. Lydford Resilience Plan**

- Cllr Hulett has assumed responsibility for updating the plan considering changes to weather patterns and flooding emergencies locally.
- The purpose of a village emergency plan is to provide an immediate response to local emergencies and ensure parishioners safety and welfare until the duly appointed emergency and social services can assume responsibility.
- It was felt that the existing Lydford Emergency Plan was no longer fit for purpose and will need to be improved. Cllr Hulett stated that any future plan will need officers to be named in it together with their responsibilities.
- Cllr Southcott is planning to provide facilities for a meeting of all councils in the Bridestowe ward who are looking to write or update their plans. Cllr Hulett to liaise with Cllr Southcott and report back in July. (Because of planned absences, this matter will now be deferred until October's meeting. (AP10) – Clerk to include emergency plan in the October meeting.

**11. Playground**

Cllr Gilpin reported that all the repairs identified by the recent ROSPA report as needed have been carried out. There remains only a need to source new steppingstones to replace those removed.

**12. Southern Links Councils, training opportunities for Councillors**

- Cllr L. Lenton explained to the Council that there is a balance of funds left in Southern Links coffers which is available to provide training opportunities.
- There is felt to be a particular need for training for newly elected Councillors.
- The most cost-effective method of communicating the training was online; 2 meetings of two hours each. Courses are produced and run by DALC.
- DNP are looking to put together their own training courses on how to respond to planning requests.

**13. Gorge Hill**

- Cllr Hulett reported that the footpath at the top of Gorge Hill was obstructed by growth from the hedge. Cllr Skeaping stated that the hedge and the field were part of the Lydford Gorge site owned by the National Trust (AP11) – Clerk to write to National Trust asking them to cut back hedge.
- Councillors agreed with Cllr Hulett that the bench at the top of Gorge Hill was unusable because of the overgrown hedge which now obscures the seat. The seat is also in need of repair. (AP12) Clerk to contact the man who installed the seat outside Sue Powne's house to establish costs for repairing & moving bench.

**14. Finances**

a. Councillors resolved to approve the following payments:

i. J. Bright	£340.58	June salary
ii. HMRC	£80.60	PAYE June
iii. Alison Stacey	£60.00	Catering for Parish Meeting 16.5.23
iv. J Bright	£8.70	Drinks for Parish Meeting 16.5.23
v. J Bright	£82.00	Printing for Beating the Bounds

Proposed Cllr L Lenton, seconded Cllr Hulett. All in favour.

b. Councillors noted the following receipts received:

i. Sue Powne – proceeds of Coronation fund-raising	£403.00
ii. Sue Powne – further funds raised	£73.00

c. Councillors noted the banking reconciliation 30.5.23

Opening balance 1.4.23	£10,015.25	Bank holdings at 30.5.23	
Add receipts	£5,724.56	Deposit Account	£12,000.00
Less payments	<u>£2,762.50</u>	Current account	<u>£977.31</u>
	£12,977.31		£12,977.31

**15. Planning**

The DNPA responses to applications below were duly noted:

- 0124/23 Bella Mead, Silver Street Two storey replacement dwelling.  
Approved by DNPA with conditions.
- 0161/23 Clifton Cottage EX20 4BH Side and rear extension.  
Approved by DNPA with conditions.
- 0173/23 Smalland Farm Certificate of lawful development – single storey extension to existing dwelling. Application refused by DNPA.

**16. Beating the Bounds**

- Paul Brookes reviewed the activities of the day for the Council. He reported that the initiative had been very well received with 89 walkers taking part, although it was disappointing to note that only 40 of these were from Lydford.
- Expenditure was just within budget. Paul received a quantity of donations (£850) The committee suggested that the funds received should be used to provide photo books of the event to be distributed to the Parish Council, Nicholls Hall and Castle Inn. Any funds remaining would be donated to the Nicholls Hall and the Recreation Ground.
- Paul and the group of volunteers were roundly congratulated on the success of the day.

**17. Actions taken under delegated authority.**

The payments were duly noted.

- WDBC £20.46 VAT on electricity recharges already paid.
- Sue Powne £58.24 Invoices paid – Beating the Bounds
- Paul Brookes £188.62 Invoices paid – Beating the Bounds

Meeting ended 20:15

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**Action points from meeting -**

	Action required of	Action required	Outcome
1	Cllr Grigg, Clerk	Evaluate existing council website provision with a view to updating and maintenance.	Existing website is no longer fit for purpose. Clerk does not have the skills necessary to update the site.
2	Cllr Southcott	Circulate details of website developers used by parish councils locally	
3	Clerk	Provide dedicated email addresses for Cllrs	Delayed pending decision on whether to transfer Council website to a new provider who also offers email accounts.
4	Clerk	Inform English Heritage of the activities of an unknown metal detector user on the grounds of Saxon Town Banks and Lydford Castle.	Emailed 15.6.23 Note in Parish News to inform parishioners.
5	Cllr L Lenton	To circulate possible designs of notice boards and prices to Cllrs.	
6	Cllr Grigg	To sound out trustees of the Nicholls Hall on their willingness to contribute to the costs of providing new community notice board to match the proposed new parish council board	
7	Cllr Skeaping	To attend online meeting of "20's Plenty" campaign group and circulate observations to Cllrs	Meeting attended. Observations circulated 28.6.23
8	Cllr Southcott	To contact previous volunteers of Lydford Speedwatch with a view to reforming the group.	
9	Clerk	To include in the article for Parish News a request for volunteers for Speedwatch.	Completed 20.6.23
10	Clerk	To include Resilience Planning in the October agenda	
11	Clerk	Write to National Trust Lydford Gorge with a request for them to cut back the hedge at the top of Gorge Hill (South side)	Completed 22.6.23
12	Clerk	Contact Dave the Handyman to establish price for repairing and relocating the bench at the top of Gorge Hill.	Currently away on holiday. Will contact on his return (3.7.23)