



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 22703
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4th May 2023

Dear Councillor

You are hereby summoned to attend a Meeting of the Council to be held at the Village Hall (Lower Room) on Wednesday 10th May 2023 at 7.00pm.

Press and Public Welcome

1. ELECTION AND DECLARATIONS OF ACCEPTANCE OF OFFICE

- i) To elect the Chairman of the Council for the ensuing year.
- ii) To receive the Chairman's Declaration of Acceptance of Office.

The new Chairman will take the Chair and conduct the rest of the meeting.

- iii) To elect the Vice Chairman of the Council for the ensuing year.
- iv) To receive the Vice Chairman's Declaration of Acceptance of Office.

To receive Declaration of Acceptance of Office from all Councillors.

2. To receive any apologies for absence from the Meeting.

3. To receive any Declaration of Interest. [Councillors are also reminded that they must register any new interest or change in any interest already registered within 28 days of that new interest or change]

The Council Meeting will receive questions or hear representations from members of the public. The Council allows a period of 20 minutes for this to take place and members of the public should speak for no longer than 3 minutes each.

The Council will receive the following reports if available:

- i) Devon County Councillor
- ii) South Hams District Councillors
- iii) Police
- iv) Sustainable Kingswear

The Council will reconvene to discuss the following items:

4. Co-option:

- i) To resolve to co-opt applicant(s) to the vacant Councillor posts.
- ii) To receive Declaration of Acceptance of Office from applicant(s).

5. To make comment to the Planning Authority with regard to planning applications:

- a) **Ref:** 1066/23/ARC **Proposal:** Application for approval of details reserved by condition 4 (New Structural Elements) of planning consent 0299/22/LBS **Site:** Greenway House, Greenway, TQ5 0ES
- b) **Ref:** 0813/23/HHO **Proposal:** Householder application for alterations & extension to form shower rooms & provision of solar panels with associated works **Site:** Ravenswell, Beacon Rd, TQ6 0BS
- c) **Ref:** 0882/23/HHO **Proposal:** Householder application for raising existing roof with rear dormer roof extension to create additional en-suite bedroom and study area. Roof of garage to be replaced from mono pitch to duo pitch (Resubmission 4097/22/HHO) **Site:** 76 Raddicombe Drive, Hillhead, TQ5 0EZ
- d) **Ref:** 1284/23/FUL **Proposal:** Proposed new livestock building & associated works (resubmission of 3012/22/FUL) **Site:** Land at SX 8955 5095
- e) **Ref:** 0935/23/FUL **Proposal:** Remodelling of existing dwelling & annexe **Site:** Maypool Cottage, Maypool, TQ5 0ET

6. To resolve to approve the following minutes subject to any amendments:

- i) Full Council Meeting – 12th April 2023

7. Financial Matters (Clerk):

- i) To resolve to approve the expenditure of the Council for the period 01/04/23 – 30/04/23.
- ii) To present for review the month end finance report and bank reconciliation as at 30/04/23.
- iii) To consider and approve banking arrangements post-election.

8. To review and adopt:

- i) Standing Orders
- ii) Financial Regulations
- iii) Code of Conduct
- iv) Scheme of Delegation

9. In regard to the Parish Council's committees:

- i) To review terms of reference
- ii) To appoint a chair and members for the following:
 - a) Planning
 - b) Amenities & Environment
 - c) Finance
 - d) Staffing

10. To consider representation / responsibility for the following:

- i) Moorings
- ii) Allotments
- iii) Cemetery
- iv) Jubilee Park Play Area
- v) Lower Ferry Public Toilets
- vi) Church & School

11. To consider representatives to the following outside Committees and bodies for the ensuing year:

- i) Port of Dartmouth Royal Regatta Committee
- ii) Waterhead Creek Preservation Society

12. To review inventory of land and assets (Clerk).

13. To review arrangements for insurance cover in respect of all insured risks (Clerk).

14. To propose date, time and venue of ordinary meetings of the Council and Committees for the ensuing year (Clerk).

15. For information (Clerk):

- i) Councillor Training
- ii) Councillor Email Addresses

16. To resolve and finalise the Annual Return for the year 2022/2023 (Clerk).

- i) To receive and note the Annual Internal Audit Report
- ii) To approve the Annual Governance Statement
- iii) To approve the Accounting Statement
- iv) To set the date for the commencement of the period for the exercise of public rights

17. To discuss arrangements for the Annual Parish Meeting - Wednesday 17th May 2023 (Clerk).

18. To consider recommendations raised by the Waterhead Creek Preservation Society following the April litter pick (Clerk).

19. To consider project ideas in regard to (Jonathan):

- i) M Emms Bequest
- ii) Covid Grant

20. To approve cost for Deputy Clerk to attend ICCM Cemetery Management & Compliance Course 13.09.23 (Clerk).

21. To propose agenda items for the June 23 Full Council meeting.

22. Urgent Items – For information.

By Order of the Council

Sue Balsdon

Clerk to the Council