



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 22703
Email: clerk@kingswearparishcouncil.gov.uk Website: www.kingswearparishcouncil.gov.uk

9th February 2024

Dear Councillor

You are hereby summoned to attend a Meeting of the Council to be held at the Village Hall (Lower Room) on Wednesday 14th February 2024 at 7.00pm.

Press and Public Welcome

- 1. The Chairman will welcome everyone to the meeting and make it known that any tape or other form of media recording of the Council Meeting requires the permission of the Council.**
- 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 15 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:

- a) Devon County Councillor
- b) South Hams District Councillors
- c) Police
- d) Sustainable Kingswear

The Council will reconvene to discuss the following items:

- 4. To make comment to the Planning Authority with regards to the following planning applications (Hector):**
 - a) **Ref:** 4141/23/HHO **Proposal:** Householder application for refurbishment, alteration, & extension of existing dwelling house **Site Address:** Brookhill Cottage, Castle Road, Kingswear, TQ6 0DX
 - b) **Ref:** 3003/23/LBC **Proposal:** Listed building consent to upgrade 3 internal doors to fire doors **Site Address:** Coleton Fishacre, Brownstone Road, Kingswear, TQ6 0EQ
 - c) **Ref:** 0046/24/LBC **Proposal:** Listed building consent for installing loose aggregate over courtyard to the Farm buildings **Site Address:** Lower Greenway Farm, Greenway, TQ5 0ES
- 5. To resolve to approve the following minutes subject to any amendments:**
 - a) Full Council Meeting – 10/01/24
- 6. To resolve to approve meeting notes:**
 - a) Informal meeting held with residents to discuss concern raised in regard to the 23/24 budget – 19/01/24
- 7. Financial Matters (Clerk).**
 - a) To resolve to approve the expenditure of the Council for the period 01/01/24 – 31/01/24.
 - b) To present for review the month end finance report and bank reconciliation as at 31/01/24.
- 8. To resolve to approve Scheme of Delegation decisions made 01/01/24 to 31/01/24 (Clerk).**
- 9. To receive Chairman's report (Cllr Maurer).**
- 10. To receive report – Hillhead Ward (Cllrs Bentley/King).**
- 11. To allocate Councillor representative – SHDC Compost Pilot Scheme (Cllr Hawkins).**
- 12. To consider and approve additional double yellow lines – Raddicombe Drive (Cllrs Bentley/King).**
- 13. To review Creek Pontoon condition survey and agree next steps (Cllr Dawes).**
- 14. To consider Parish Council engagement with local residents (Cllr Maurer).**

- 15. With regards to the new Fore Street lamps, to consider:** (Jonathan)
- a) New location for 4 x Hanging Basket bracket/pole
 - b) Christmas lighting on new lamps
- 16. To review and approve Cash Handling policy** (Clerk).
- 17. To arrange extra ordinary meeting to review Risk Register and Financial Regulations** (Clerk).
- 18. To approve quotes** (Clerk):
- a) Creek Pontoon – Replacement Rope
 - b) Defib Pads – Paediatric / Spare
 - c) Survey re Pollarding of Trees (Beacon Lane)
 - d) Tree Survey Work - Replacement Trees
 - e) Public Toilets – Sanitary Bins
 - f) Replacement Noticeboard
- 19. To receive and update regarding the Carlow Lunch event** (Cllr Maurer)
- 20. Following appointment of new Councillors, to review** (Clerk):
- a) Committee Members
 - b) Councillor Responsibilities
- 21. To agree working group members for the following events** (Cllr Hawkins):
- a) 100th Anniversary Kingswear Castle
 - b) D Day 80 – 80th Anniversary of the Normandy Landings
- 22. To propose agenda items for the next Full Council meeting.**
- 23. Urgent Items – For information.**
- 24. To discuss items of a confidential nature and resolve that in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sub section 2, and the Local Government Act 1972 Section 100A sub sections (2) and (4) that the public and press be excluded from the Meeting in view of the items to be discussed.**

The Chairman will thank the members of the public for their attendance and close the meeting.

By Order of the Council

Sue Balsdon

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Clerk to the Council

NB - Minutes for all meetings are available on the Council Website www.kingswearparishcouncil.gov.uk or copies can be obtained from the Clerk (Email: clerk@kingswearparishcouncil.gov.uk / Tel: 07863 227031).