



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 227031
Mail: kingswearclerk2017@outlook.com Website: www.kingswearparishcouncil.gov.uk

5th March 2021

Dear Councillor

You are hereby summoned to attend a Meeting of the Council to be held **remotely via Zoom** on Wednesday 10th March 2021 at 7.00pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/87535825177?pwd=V1c1Ti9YOHh1L1c0VjB5MVQ1bzJZdz09>

Meeting ID: 875 3582 5177 / Passcode: 813150

Or dial in by phone +44 203 481 5237 and enter the meeting ID number when prompted.

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 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) Emily Reed – Devon Carbon Plan
- ii) Devon County Councillor
- iii) South Hams District Councillors
- iv) Police
- v) Residents Parking
- vi) Neighbourhood Plan

The Council will reconvene to discuss the following items:

4. In respect of the strip of land on Higher Contour Rd:

- i) To consider and agree future actions, regarding correspondence received in connection with the registration of the land with the Land Registry.
- ii) To consider and agree whether to pursue ownership of the strip of land.

5. With regards residents parking, to consider and agree future actions regarding (Jonathan):

- i) Feedback received from Chris Rook (Devon County Council Traffic Management), with reference the proposed Residents Parking Scheme.
- ii) Correspondence received from Hillhead resident in respect of parking issues.

6. To resolve to approve the following minutes subject to any amendments [Amendments to the Confidential Minutes to be noted and documented in Part II:]

- i) Full Council Meeting 10th February 2021.

7. Financial Matters (Clerk).

- i) To resolve to approve the expenditure of the Council for the period 01/2/21 – 28/2/21.
- ii) To present for review the month end finance report and bank reconciliation as at 28/2/21.

8. With regards to the 20/21 Internal Audit (Clerk):

- i) To approve the continued appointment of Kevin Rose (IAC Ltd) as the Council's Internal Auditor.
- ii) To approve quote received for the 20/21 Internal Audit.

9. To receive the Chairman's report.

10. To review and approve the Council's Standing Orders and Financial Regulations (Clerk).

11. With regards to the Council's bank accounts, to review and approve (Clerk):

- i) Bank mandate.
- ii) Direct Debits and Standing Orders.

12. To consider and agree protocol with regards data sharing in relation to resident letters/emails. (Clerk).

13. To consider and approve the extension of the Lengthsman's contract to 30th September 21 (Jonathan).

14. To set up a working group to plan celebrations for the Queen's Platinum Jubilee - 2nd to 5th June 2022 (Jonathan).

15. To discuss and agree preliminary arrangements for the Annual Parish Meeting (Clerk).

16. To consider whether to introduce a tree replacement policy for the Council (Clerk).

17. To consider and approve the siting of bee hives on the Parish Council allotments (Clerk).

18. To consider and agree quotes for:

- i) Sanitary Bins - Lower Ferry Toilets.
- ii) Legionella Risk Assessment – Lower Ferry Toilets / Cemetery Lodge.
- iii) Replace Mains Smoke Alarm / Install Heat Detector / Fire Blanket – Cemetery Lodge.
- iv) Service of Cooker – Cemetery Lodge.

19. To propose agenda items for the April 21 Full Council meeting.

20. Urgent Items – For information.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

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

NB - Minutes for all meetings are available on the Council Website www.kingswearparishcouncil.gov.uk or copies can be obtained from the Clerk (Email: kingswearclerk2017@outlook.com or Tel: 07863 227031).