

KINGSWEAR PARISH COUNCIL
Minutes of the Full Council Meeting held in the Village Hall (Lower Room)
on Thursday 18th November 2021 at 7.00pm

Present: Cllrs L Maurer (Chairman), B Longland, J Hawkins, G Webber, P Burnell, *P Pudduck*, E Jones.

***Amendment to minutes approved at Full Council meeting 15.12.21**

In Attendance: Sue Balsdon – Clerk to the Council.

Members of public present: 8

C/052/21 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/053/21 – To receive any apologies for absence from the Meeting.

Cllrs J Hacking, H Newcombe, District Cllrs H Bastone, R Rowe.

C/054/21 - 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].

There were no declarations of interest noted.

The Council Meeting was suspended to allow members of the public to ask questions and make representations to the Council:

A resident raised concerns regarding the felling of trees at Longwood which has resulted in the destruction of ten known Fire Crest nests, which are a schedule one protected bird. There is also the loss of nesting sites for Noctule Bats. The Parish Council were asked if they would support an application to Natural England, to get the site redesignated as an SSSI, so that there is no further disturbance to schedule one birds, bats and mammals.

It was agreed for this issue to be discussed at the December Full Council meeting.

The Council will receive the following reports if available:

i) Devon County Councillor - Jonathan Hawkins:

The following points were raised by Cllr Hawkins:

- 1) Devon County Council have advised that the Government have allocated no additional funding for Highways for the next three years. Devon County Council members are to hold regular meetings with Meg Booth, the Chief Highways Officer, to ascertain how best to manage within the existing budget.
- 2) Cllr Hawkins raised a question at the Devon County Council Full Council meeting, with regards to Lighthouse Beach / Beacon Road. Cllr Andrea Davis, who is the cabinet member for Public Rights of Way, will be attending a site visit meeting on 30th November with other interested stakeholders, to discuss how best to progress the reopening of Beacon Road and Lighthouse Beach.
- 3) South Hams District Council have declared a Housing Crisis and have agreed 12 actions to address the crisis ([Council Declares a Housing Crisis - South Hams District Council](#)).
- 4) South Hams District Councillors have been allocated a Climate Change and Biodiversity Locality Fund, to help not for private profit groups or organisations to deliver community projects that benefit their Ward or the wider local area.
- 5) Regular meetings are being held between South Hams District Council Executive and FCC to address the operational issues, which have been caused by the national shortage of LGV and HGV drivers, which continues to impact the delivery of the waste and recycling service.
- 6) Dartmouth Matters for information:
 - a) Devon Green Partnership now have the License for Manor Gardens are also taking over a small section of Jaw Bones at the top of Dartmouth for a composting project.
 - b) Dartmouth Food Bank has moved from Ivy Lane to Townstall Community Hall and the day has changed from Wednesday to Friday.
 - c) A new youth group has been set up by Liz Moseley and on the 14th January Youth Leisure Nights will start again at the Leisure Centre at the top of town. There will be no entrance charge and all facilities will be free of charge. Roller blading disco's will be held on the first two evenings.

i) South Hams District Councillors: -

Please see Kingswear Parish Council website (Full Council Minutes) for County/District Councillor report.

ii) Police: None.

iii) Residents Parking Working Group:

The Residents Parking Working Group have worked very hard over the years gathering information for Kingswear Parish Council. Therefore, it was with great disappointment not to be included at the last stage of the consultation document. It is no secret that we were very unhappy with its ambiguous content. We found the questions misleading and contradictory and all voters have a right to make an informed decision. Everyone who returned the document had to add their name and address and therefore we hope you will now reveal the full content of the answers to the questionnaire. It seems that many more votes were cast to extend the scheme, but not to include guest house permits. We hope the Parish Council will act democratically and pursue the matter with Devon County Council on that exact basis.

iv) Neighbourhood Plan: None.

v) Sustainable Kingswear:

The noticeboards that were kindly donated by a local building company have now been installed and will be used to spread information about sustainability issues and argument the digital newsletter that is sent to all those who have shown an interest in it. The Chief Executive of the Renewable Energy Association who attended Cop26, will be giving a summary about what happened at the event, to the Sustainable Kingswear Group via Zoom, for those who would like to join. We have also been made aware of a Western Power Fuel Poverty Fund, that is available for community groups, councils etc, to apply for up to £10k. The Parish Council agreed to work with Sustainable Kingswear to complete an application before the grant deadline.

The Council will reconvene to discuss the following items:

C/055/21 - To review analysis/report of responses received as part of the Residents Parking consultation and agree future actions (Brian).

The Parish Council reviewed an analysis of the responses received in regard of the Residents Parking Consultation. The following documents provide a summary of the responses:

[kpc_2021_percentage_analysis.jpg](#)
[2021_parking_scheme_street_analysis.jpg](#)

The largest number of votes received supported the scheme but did not support the inclusion of guest house permits.

It was noted that Devon County Council's current policy, is to include guest house permits within a residents parking scheme. The Parish Council therefore agreed to seek further clarification from Devon Highways, before considering their next step.

Councillors also agreed to obtain an analysis by road, of the number of households, whether they are without on-site parking and whether they have access to on-street parking.

Residents Parking will be discussed again at the December Full Council meeting.

C/056/21 - To review the Housing Needs Survey Report and Options Appraisal and agree future actions. (Clerk/Jonathan).

In order to update information on local housing need and canvass the opinions of local residents on current and future housing in the parish, a housing need survey form was delivered to every home in the parish. The information from this survey will help the Council plan for the future and ensure that the correct number and size of homes are built in the parish for local people.

The survey was administered by Devon Communities Together. An analysis of the responses received, can be found using the following link: www.kingswearparishcouncil.gov.uk/neighbourhood-plan.html

The Survey identified the need for 3 affordable rented homes in Kingswear over the next 5 years. At a recent meeting with Alex Rehaag (Affordable Housing Senior Specialist at South Hams), it was noted that the need for affordable housing, is likely to exceed that identified in the Housing Need Survey. Some may not have responded to the survey, on the basis that affordable housing isn't affordable. There is likely to be a hidden need and once affordable housing is available, demand usually exceeds supply.

If it is found that there isn't any further need for affordable housing, the District Council has said that they would not have an issue with the NOSS S106 funds being used to purchase open market properties, provided that they meet the necessary quality standards.

Early next year, Alex Rehaag will be hosting a community event in the Village Hall. Alex will provide a summary of the housing need survey findings, discuss affordable housing and provide an update in regard to the S106 funds from Noss. Further details regarding the event will be published in due course.

C/057/21 - In regard to the Noss Marina S106 funds (Clerk/Jonathan):

i) To receive an update regarding funds available.

Approximately £650k has been allocated for affordable housing and the estimate for the release of the funds is 23/24 or 24/25.

SH&WD are in the process of compiling a list of all Noss S106 funding, together with a note of when the funds are due to be released. A copy will be forwarded to the Parish Council when available.

ii) To consider a contribution towards the development of the Dartmouth and Kingswear Community Hospital site.

The Council voted against the provision of a contribution towards the development of the Dartmouth and Kingswear Community Hospital Site, from the Noss S106 funds.

The Parish Council have recently undertaken a Housing Survey, which identified a need for the provision of affordable housing in Kingswear. The Council therefore envisage that the S106 funds allocated for affordable housing will be fully utilised.

C/058/21 - To resolve to approve the following minutes subject to any amendments:

- i) Full Council Meeting - Wednesday 8th September 2021.**
- ii) Planning Meeting – Wednesday 8th September 2021.**
- iii) A&E Committee Meeting – Wednesday 13th October 2021.**

All minutes approved without amendment.

C/059/21 - Financial Matters (Clerk).

i) To resolve to approve the expenditure of the Council for the period 01/9/21 – 31/10/21.

It was resolved to approve the expenditure of the Council for the period 1st September to 31st October 21.

ii) To present for review the month end finance report and bank reconciliation as at 31/10/21.

The income and expenditure report and bank reconciliation for month ending 31st October 21 was reviewed by Councillors.

C/060/21 - In regard to the Scheme of Delegation (Clerk):

i) To resolve to approve decisions made 8/9/21 to 12/11/21.

The schedule of 'Scheme of Delegation' decisions made during the period 8/9/21 to 12/11/21 was approved by the Council.

ii) To consider bi-monthly meetings for the period up to the 31/3/22.

It was agreed that a Full Council meeting be held in December and January to allow for adequate discussion in regard to the 22/23 budget and precept. The frequency of meetings would be reviewed again at the Councils January meeting.

iii) To consider necessity for an extension to the Scheme of Delegation.

It was agreed to extend the scheme of delegation to 31/3/2022, to allow decisions to be made outside of a Full Council meeting, should Covid restrictions impact face-to-face meetings.

C/061/21 - To receive the Chairman's report.

No report.

C/062/21- To receive an update in regard to the following:

i) Christmas Light Switch On (Clerk).

The Christmas Trees are due to be delivered on Friday 26th November and the Christmas Lights installed on Tuesday 30th November. The Christmas Light Switch-On event will take place on Friday 3rd December at 6pm, followed by a Christmas carol sing-a-long at the Church. It was agreed for mulled wine and refreshments to be purchased for the event and the Clerk advised that a sum of £200 was available within the budget for this purpose.

ii) Platinum Jubilee (Jonathan).

The first Platinum Jubilee working group meeting took place on 19th October. The working group are working jointly on some projects with Dartmouth Town Council and have also contacted the Steam Railway, the Royal Dart Yacht Club to discuss their involvement in the celebrations. The Chair to liaise with the school, with regards the children designing a logo for Platinum Jubilee mugs and brochures. The Town Crier has been booked to read the proclamation at the start of the bank holiday weekend. Other events will include the lighting of a Beacon with Live music and a BBQ, a live streaming event in the Village Hall (Service of Thanksgiving, St Paul's Cathedral), Jubilee Park fete, Cream Tea and a Big Jubilee Lunch street party.

C/063/21 - To consider and approve the draft Maintenance contract (Revised) and agree dates for tender process (Clerk).

The draft Maintenance contract was considered and approved by Councillors. It was agreed the contract would be advertised on the Parish Council website, with a closing date of 31.12.21. All quotes received will be considered at the January 22 Full Council meeting.

C/064/21 - To consider whether to renew CPRE membership (Countryside Charity) and approve payment of membership fee (Clerk).

The Council agreed to renew their CPRE membership at a cost of £36 for 12 months.

C/065/21 - To note change to Unity Bank cash and cheque charges.

The Council have previously paid Unity Bank fees of £6 per quarter. There will be a small increase payable in 21/22, due to the Council exceeding the limit to be eligible for fixed fees.

C/066/21 - To appoint:

i) Finance Committee Chair (Lynne).

Cllr Edward Jones was appointed as Chair of the Finance Committee.

ii) Councillor to verify bank reconciliations (Clerk).

Cllr Gary Webber was appointed to verify bank reconciliations produced by the Clerk.

C/067/21 - To approve costs in relation to:

i) Replacement Defibrillator pads and batteries.

The Clerk advised that the CPR pads in both Defibrillators expire in February 2022. Councillors approved a cost of £81.99 per pad, for their replacement. Cllrs Webber and Burnell to check the expiry date of the Lithium Batteries in each of the defibrillators.

ii) Repairs to the Basket Swing, Jubilee Park Play Area.

A defect has been reported by SHDC in regard to the basket swing in the Jubilee Park Play Area, as part of our monthly inspection. Unfortunately, a quote for the repair cannot be obtained, until it has been established what is causing the issue. The manufacturer of the equipment has agreed to inspect the equipment and repair as necessary. The cost will be dependent on whether the materials are covered by the warranty.

iii) Tree Works Castle Road.

A quote in the sum £400 received from Clearview Trees was approved by the Council.

C/068/21 - To consider:

i) Solar speed sign for Brixham Road (Clerk).

The Clerk to contact Highways to obtain permission to locate a speed sign on the first street-light in Brixham Road. Quotes to be obtained and funds allocated in the 22/23 budget for this purchase.

ii) Defibrillator for Nethway, Boohay, Kingston (Lynne).

Due to the increase in staycations, cyclists and walkers who use Nethway, Boohay and Kingston to access the coastal path, it was agreed that a Defibrillator should be sited in this general area. The Clerk to research costs for a defibrillator and cabinet and whether grant funding might be available.

iii) Allotment availability 22/23 (Lynne).

It was agreed that a meeting be arranged with existing plot holders, to gauge interest in the rental of allotments for 22/23.

C/069/21 - To propose agenda items for the next Full Council meeting.

June (30.06.21) Extra Ordinary meeting minutes to be reapproved; Letter to MP in regard to second-home owners switching from Council Tax to Business Rates; Application SSSI Longwood; Platinum Jubilee – Purchase of Beacon.

C/070/21 - Urgent Items – For information.

The Clerk advised that the Church have raised concerns in regard to a retaining wall adjacent to the upper churchyard. It was agreed for the Clerk to arrange a site visit meeting with the Church and South Hams District Council.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Meeting ended at 9.00 pm.

Minutes Approved: Councillor L Maurer – Chairman