



KINGSWEAR PARISH COUNCIL

Minutes of the Amenities and Environment Committee Meeting held in the Village Hall (Lower Room) on Wednesday 27th June 2023 at 7.00pm.

Present: Councillors J Hawkins (Chairman of the Committee), L Maurer, G Webber, S Pearson, A O'Rourke, M Bentley

In Attendance: Ms Sue Balsdon – Clerk to the Council.

1 member of public present at the meeting.

A&E/27.06.23/01 - The Chairman of the Committee welcomed everyone to the meeting.

A&E/27.06.23/02 - To receive any apologies for absence from the Meeting.

None.

A&E/27.06.23/03 - 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].

None.

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

Representation was made in regard to the repair works required to the Lime Kiln steps and to the public right of way (Footpath 35) which have degraded. The Clerk to liaise with Cllr Dawes and the Public Rights of Way warden regarding these issues. The resident also advised, that as a member of the Waterhead Creek Preservation Society, they would object to a proposal to extend the Creek pontoon.

The Council will reconvene to discuss the following items:

A&E/27.06.23/04 - To receive an update in regard to:

a) Village Works review.

The exterior works in the Village are now complete (Banjo railings, mile signs, hanging basket stands and wishing well are now complete). The Clerk to obtain a quote to repaint the Higher Street railings and the sign near to the Royal Dart.

b) Planned maintenance projects:

i. Conversion of Red Telephone Box (Wood Lane)

Councillors to view Brixham Town Council Red telephone box as an example of what is proposed. Item to be discussed further at Full Council.

ii. Cemetery Lodge refurbishment/EPC update

The Council have approved a quote in the sum of £2,562.05, to install a shower at Cemetery Lodge and the works will be undertaken in October. A proposal will be made to Full Council, to install loft insulation - Further quotes to be obtained. The Clerk to obtain an up-to-date EPC certificate when the loft insulation has been installed.

iii. Highway Drains

It was agreed for Cllr Webber to provide an up-to-date list of drains that require cleaning in September. The Clerk to provide a list of Hillhead drains from the interactive drain map for Cllr Bentley, so that he can advise which drains need to be cleared.

iv. Allotment renewals

Allotments 2 to 6 have been re-let to the existing allotment holders. Allotment 7 to be utilised by the Community Allotment Group.

v. Cemetery mapping

The Deputy Clerk is continuing to map the Cemetery using historic paper records. This will help with the day-to-day management of the Cemetery and will ensure the Council's Cemetery operations run more smoothly, accurately and efficiently.

vi. Remembrance benches.

Cllr Hawkins met the Council's grounds maintenance contractor to provide instruction regards the levelling of the ground beneath the remembrance benches and the sowing of grass seed and the

works to be undertaken in September.

vii. Hanging baskets stands

The new hanging basket stands have been delivered and we are now waiting for the Fore Street lamp posts to be cut down, so that the baskets can be installed.

viii. Commemorative plaques Us Garden

The Jubilee and Coronation commemorative plaques have now been installed. The Clerk to liaise with the grounds maintenance contractor to ensure the ground is levelled to avoid a trip hazard.

A&E/27.06.23/05 - To discuss and agree future actions - General:

a) Post and rail fence repairs roadside Cemetery woodland / Jubilee Park

The damaged top railings in one section of the Cemetery woodland fence have now been removed. The Clerk to liaise with Cllr Dawes to ask if the contractor quoting to repair the handrail on the Lime Kiln steps, could also quote to repair the Cemetery and Jubilee Park fences.

b) Banjo bus shelter

The Clerk to ask for the Council's Grounds Maintenance contractor to clean the Banjo Bus Shelter as stipulated in the maintenance contract.

c) Beach clean stations

Councillors discussed the possibility of installing beach clean stations to assist those picking up litter in Jubilee Park. It was thought that the stations were quite costly and that they were probably not robust enough to leave outside on a permanent basis. It was therefore decided, they would not be suitable for the Council's purposes.

d) Defibrillator at Nethway House

The possibility of locating a 3rd defibrillator on Broad Road was considered by Councillors. Cllr Bentley to research possible grants to fund the purchase of the defibrillator.

e) Us Garden

Cllr Pearson to organise a work party to replant the Castle Rd Garden in the Autumn. To agree at Full Council whether to allocate a grant from the Coronation fund for this purpose. It was also agreed for the Clerk to liaise with the Council's Tree Surveyor, as to whether the trees growing on the land above have contributed to the bowing of the retaining wall.

f) Castle Road garden

As Above.

g) Reading chair

It was agreed for the Clerk to ascertain the costs of a reading chair, which if approved by Full Council, would be sited in Jubilee Park. The A&E committee will propose that the cost be funded from bequest funds.

h) Cemetery training – Deputy Clerk 10/10/23

The Deputy Clerk to attend the ICCM Cemetery Management course on 10th October 23. The ICCM is a provider of accredited education and training opportunities for those persons managing Cemeteries and provides policy and best practice guidance to its members.

i) Garden of remembrance

Cllr Maurer proposed for a Garden of Remembrance to be created in the Cemetery, where loved ones can be remembered with a memorial plaque. The plaques will be A5 in size and purchased by the family. The cost to erect a memorial plaque will be £100. The Clerk to liaise with Shrives Bros to ascertain what type of plaque and support would be best for the intended part of the Cemetery.

j) Closed church yard and wall

The Church have asked if they could revisit the arrangements for wildlife management in the churchyard. Cllr Maurer to liaise with the Council's grounds maintenance contractor regarding their request and to ask that he clear the weeds, brambles etc from the churchyard wall and to trim hedges/trees along the churchyard wall adjacent to Church Hill, incl. enclosed graveyard.

k) Beacon Road wall

At the June Full Council meeting, Councillors appointed Marine & Civil Solutions Ltd to undertake the necessary surveys in regard to the Beacon Lane wall repair and to provide a design for the new wall. Due to further deterioration, Beacon Lane has now been closed at the failing section of wall to all traffic, including pedestrians and cyclists.

l) Playing fields - To consider ownership and possible KPC to take over

Councillors agreed for the Clerk to contact South Hams District Council, to ask if they would consider for the Parish Council to take on ownership of the Mount Ridley Road playing fields.

m) Welcome to Kingswear signs

Cllr Dawes has drafted a proposal to install signage in and around the Village, to advertise the pubs, coffee bars, shops, walks etc to encourage visitors to stay in Kingswear. The Committee agreed for Cllr Dawes to put forward his idea to Full Council.

n) Lengthsman contract (current contact and date of tender)

Item to be discussed at the September Full Council meeting.

o) Hillhead items

Cllr Bentley raised the issue of grounds maintenance in Hillhead and the frequency of visits by the contractor.

p) Christmas lights

The Clerk has requested and is awaiting a quote from Torbay display to provide the following Christmas decorations for 2023:

1. White Icicles along the Station front canopy.
2. White 'P' lights on the station tree. Tree provided by Council.
3. Christmas features on the Hall building.
4. The old festoon lights to be hung across the Square.
5. 6 x features for lamp posts.

q) Change of name of committee to Amenity and Recreation Group

Councillors agreed to change the name of the group to the Amenity and Recreation Committee. This decision will be ratified at the July Full Council meeting.

r) Cinder Path Benches x 2

The Council have previously agreed, that the cost to install a plaque on the two Cinder Path benches and on the bench in between Higher and Lower Contour road would be a £100. This will include the cost of the plaque, which the Parish Council will purchase and install.

A&E/27.06.23/06 - To discuss and agree future actions - Moorings:

a) Amendments to Parish Pontoon Mooring Policy

b) Review Conditions

The amendments to the Parish Pontoon Mooring Policy and the review of conditions were considered and approved by Councillors at the June Full Council meeting.

c) Possible extension to pontoon

Item deferred.

A&E/27.06.23/07 - Items for next meeting

Play Area – Play Equipment Replacement

Review of Cemetery fees

Meeting closed at 9.15pm.

Minutes Approved:

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Councillor L Maurer – Chairman