

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held at the Village Hall (Lower Room)
on Wednesday 13th November 2019 at 7.00pm

Present: Councillors: L Maurer (Chairman), J Hawkins, B Longland, G Webber, P Pudduck, H Newcombe, P Burnell, E Jones, S Smith.

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

There were 4 members of public present.

C/103/19 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/104/19 – To receive any apologies for absence from the Meeting.

J Hacking, District Cllr Rowe, District Cllr Bastone.

C/105/19 - 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 advised that the Cemetery gate padlock, although in place, was not locked and the private sign had also been removed. Cllr Maurer said that the Council had received no other reports of the gate being left open and that the sign has temporarily been removed pending Council discussion as to whether it needs to be in place.

Blocked drains throughout the village were reported. The Clerk advised that Devon County Council are due to clean the drains in Kingswear this year as part of their cyclical programme – Confirmation will be sought, as to when this will be carried out.

An update for residents parking was requested. Cllr Hawkins advised that Amy Garwood from Devon County Council has said that before they can develop a redesigned residents parking scheme, it needs to be clear that the community support it and that there is a commitment from the Parish Council to fund the project (£5,000 to £10,000). The Council will be discussing their 20/21 budget at their January meeting and funding for residents parking will be considered as part of that.

The requirement for road sweeping on Higher Contour Rd, Lower Contour Rd and Brixham Rd, was discussed. The Clerk will contact landowners to ensure the hedges, which are encroaching onto the highway are cut back. This will then enable South Hams District Council and Highways to clear the debris which has accumulated beneath them.

The Council will receive the following reports if available:

i) Devon County Councillor - Jonathan Hawkins

Please see Kingswear Parish Council website (Full Council Minutes) for November report.

ii) South Hams District Councillor – Rosemary Rowe

Please see Kingswear Parish Council website (Full Council Minutes) for November report.

iii) Police – None.

iv) Residents Parking – None.

v) Neighbourhood Plan Group Report

The consultation is now closed. We held two open sessions for resident to ask questions or give feedback during this consultation process. One on the 14th October, 5 to 7pm in the Lower Village Hall. The weather was terrible and we only had 3 people. A further one was held at Hillhead on Saturday 19th October, 2 to 4pm. This was held in a double decker bus parked in Hillhead Park. Thank you to Cllr Hawkins for the loan of the bus.

We have received 5 responses from formal consultees - Natural England, South West Water, Highways authority, SNMMO Marine Management, all of whom had no specific comment to make and no objections. Environment Agency sent a very positive response supporting and endorsing our policies.

We had 10 responses from individual residents. Certain policies were specifically supported. There were minor suggestions for example about views. Parking problems were again raised. One response raised

the subject of provision of development sites. I have agreed to meet Tom Jones from SHDC to discuss this. We had one objection to the none allocation of site RA 19 in Brixham Road.

We have not yet received an official response from SHDC and we have agreed an extension of time to reply, to the week of the 18th of November 2019.

We had one meeting to look at the responses to the consultation. These are being reviewed and replies will be prepared. The group have appointed Liz Beth as consultant to help with this stage of the plan for the fee of £1750 as agreed at the last PC meeting.

We are preparing our consultation statement. In relation to the terms of reference of the KNP group I wish to ask the PC a question:

Do the Parish Council confirm that they have received and approved a report from the KNP Group at every Parish Council monthly meeting from the commencement of the development of the plan to the present day? **The Parish Council confirmed that they had received and approved a report at every meeting from the commencement of the plan to the present day, from the Kingswear Neighbourhood Plan group.**

The flu clinic went ahead and on the day 40 people attended in just over an hour. Many said that they thought it was a good idea. If the PC want it to happen next year they will have to contact the surgery in August/ September next year.

Expenses: None

The Council will reconvene to discuss the following items:

C/106/19 - To make comment to the Planning Authority with regard to planning application:

i) Ref: 3392/19/PAT Proposal: Application for prior notification for proposed installation of GRP Switchroom, Auxillary Transformer and 14m Telecommunications Pole to support WPD antenna Location: Noss-on-Dart Marina, Bridge Road, Kingswear, TQ6 0EA

The Council voted to support application 3392/19/PAT. Cllr Hawkins abstained from the vote.

C/107/19 - 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 – 11th September 2019.**
- ii) Full Council Meeting – 11th September 2019 (Confidential).**
- iii) Planning Committee Meeting – 11th September 2019.**
- iv) Extraordinary Meeting – 17th October 2019**

It was resolved to approve the minutes without amendment.

C/108/19 - Financial Matters:

i) To resolve to approve the Expenditure of the Council for the period 06/09/19 – 06/11/19.

It was resolved to approve the expenditure of the Council for the period 6th September to 6th November 2019.

ii) To present for review – Finance Report and Bank Reconciliation as at 31.10.19.

The Income & Expenditure report and bank reconciliation for month ended 31.10.19 was reviewed by Councillors.

C/109/19 - To receive the Chairman's report.

The Chairman met with Dartmouth Town Council's grounds maintenance team and an ecologist at the Longcross Cemetery with regards the 'Beautiful Burial Ground Project' run by God's own acre. Their vision is to keep burial grounds beautiful and accessible to communities, and this is something the Council are keen to access with regards their future plans for the Kingswear Cemetery. Please see link for further information: <https://www.caringforgodsacre.org.uk/our-work/>

The Remembrance Service went well and the Chairman thanked Cllr Webber for the decoration he put up throughout the village for the event, which has received much praise.

The bus stop at Hillhead has now been erected.

The Chairman attended the Dart Communities Together Group meeting which focused on their involvement with the climate crisis along the Dart riparian zones and in conservation areas.

The Chairman thanked Eileen Parkes for organising another successful Flu clinic and proposed that the Council continue to provide funding next year.

C/110/19 - To receive an update from the Clerk and agree future actions for:

i) Churchyard Wall Railings.

The architect's drawings have been received and the faculty application submitted. A planning application also has to be completed and the Council approved a fee of £142.

Approval was also given for a quote of £362 received for the refurbishment of a small section of railings which exist at the back of the Church, which will be funded from the M Emms bequest.

ii) Lower Ferry Toilets.

The Clerk has notified South Hams District Council, that completion on the transfer of the toilets to Kingswear Parish Council should be delayed until all refurbishment works are complete. A schedule of outstanding works has been received. The unisex toilets have now been closed for the Winter period and will be reopened in April.

C/111/19 - To review the processes for the Cemetery Gate.

Councillor Newcombe raised concerns that a site meeting had taken place with regards the installation of the Cemetery gate, to which all Councillors should have been invited to. The Clerk has previously sought advice from the Devon Association of Local Councils, with regards to this and their advice was:

'The meeting was a fact-finding mission only and the decision to install the gate was made correctly at a full council meeting with all correspondence forwarded to Councillors. If any Councillors had concerns about the site meeting, then this could have been raised at the meeting (or beforehand) prior to a decision being made.'

Some background information was provided, with regards the history of the original fence being installed, but this was not felt to be relevant to the process of installing the Cemetery gate.

C/112/19 - To consider a Kingswear Parish Council monthly surgery (Village Hall).

A proposal was put forward for a monthly surgery to be held in the Village Hall for residents, which Councillors and the Clerk could attend on a rotational basis. It was agreed that a trial session be held from 6.00pm before the January Full Council meeting and that this would be advertised in the 'By the Dart' publication.

C/113/19 - To consider a Kingswear Parish Council newsletter.

The benefits of a Parish Newsletter were discussed by Councillors. The practicalities of creating and delivering a newsletter will be considered and brought to a future meeting.

C/114/19 - To agree to advertise locally for the 'Keeping Kingswear Beautiful' volunteers (Planting bulbs, seeding wild flowers etc).

The Council agreed that a poster will be produced to notify residents of the 'Keeping Kingswear Beautiful' group and that this would be advertised in the By the Dart, Facebook, noticeboards and website.

C/115/19 - To discuss arrangements for:

i) The Christmas Light Switch On – 29.11.19.

The Clerk advised that the Village Hall has been booked and Torbay Display have confirmed the Christmas lights will be installed prior to the event. There will be a Christmas Carol sing-a-long with the children from Kingswear Primary School. It was agreed that Father Christmas would provide eco-friendly presents this year.

ii) Tree Charter Day – 30.11.19.

Arrangements for the delivery of the Woodland Trust trees and their planting location in the Cemetery were discussed.

The Orchard group are also planting a further six trees during National Tree Week (23.11.19 to 01.12.19) and the children from Kingswear Primary School have been invited.

C/116/19 - To consider winter hanging baskets for the village.

Councillors approved for 4 winter baskets to be provided at a cost of £16 each.

C/117/19 - To consider membership - Campaign to Protect Rural England (Countryside protection charity).

The Council approved membership of the CPRE (Annual cost of £36.00).

C/118/19 - To consider signage and agree future actions for:

i) Safe cycling.

Item deferred until December Full Council meeting.

ii) Wood Lane.

Unfortunately, another vehicle has become stuck in Wood Lane, following their Sat Nav directions. A Wood Lane resident has kindly offered to fund a 'Do not follow Sat Nav' sign to be erected, and this was approved by Councillors.

iii) 'Welcome to Kingswear'.

Item deferred until December Full Council meeting.

C/119/19 - To consider supporting the journey to plastic free community status, committing to plastic free alternatives and plastic-free initiatives.

The Surfers against Sewerage are uniting communities in the fight against single use plastics. There are currently over 600 communities in the UK working towards achieving a plastic free status in their villages, towns and cities. Please see link for further information:

<https://www.sas.org.uk/plastic-free-communities/>

Cllr Maurer and Cllr Hawkins are meeting with Sune Nightingale to discuss how we might take this initiative forward in Kingswear.

C/120/19 - To consider an event to celebrate the 75th Anniversary of VE Day.

It was agreed for a working group to be set up to arrange a community event in celebration of the 75th Anniversary of VE day.

C/121/19 - To consider the new website accessibility regulations and agree future actions required.

Item deferred until December Full Council meeting.

C/122/19 - To review and approve the following draft policies:

i) Event Management.

The Event Management policy was reviewed and approved by Councillors.

ii) Health & Safety.

The Health & Safety policy was reviewed and approved by Councillors.

C/123/19 - To propose agenda items for the December 19 Full Council meeting.

None.

C/124/19 - 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. (Quotes and Staffing).

The Council approved the following quotes:

i) Tree Works.

A quotation of £1844 from South Hams Arborists was approved for tree works required as a result of a recent tree survey.

ii) Lower Ferry Toilets – Nappy Disposal Bin.

A quotation of £116.40 per annum was approved for the provision of a nappy disposal bin in the Lower Ferry disabled toilet (26 service visits).

The Meeting ended at 8.55pm.

Minutes Approved: Councillor L Maurer – Chairman