

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Full Council Meeting held in the Village Hall (Lower Room)**  
**on Wednesday 9<sup>th</sup> March 2022 at 7.00pm**

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

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

Members of public present: 3

**C/115/21 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/116/21 – To receive any apologies for absence from the Meeting.**

Cllrs J Hacking, P Burnell, S Pearson

**C/117/21 - 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 requested an update regarding drain clearance in the Village. Councillors advised that Brixham Road, Lower Contour Road and the majority of Higher Contour Road and Ridley Hill were cleaned in November 2021. The Council are waiting to hear back from their contractor, with regards a date to clean/jet the drains on Church Hill and Fore Street. Cllr Hawkins to chase Devon County Council regarding the hand clean of the blocked drains on Ridley Hill/Church Hill.

The maintenance of the communal bank adjacent to the Live West Property (Contour Heights) was raised. It was agreed for this issue to be added to the agenda for the April meeting, for the Council to consider a one-off clearance, to enable residents to then take on future maintenance of the bank.

***The Council will receive the following reports if available:***

**i) Devon County Councillor**

The Devon County Council 22/23 budget for Adult and Social Care was increased by 10.5%, Children's Services by 10.8% and Highways by 0.4%. A budget of 1 million pounds has also been allocated for drain repairs. The Economy, Prosperity and Environment budget has been increased by 2.4%. In order to balance its budget, Devon County Council had to withdraw 23 million from its reserves. Cllr Hawkins asked Councillors to lobby our MP, Anthony Mangnall, in regard to additional funding for Devon County Council Highways.

Devon County Council have passed a resolution to allow 20mph schemes to be progressed in 2022/23, for those communities that request them. An email will be sent to all Parish & Town Councils, providing details of how an application can be made.

Devon County Council have assisted with funding for food for families during half term.

South Hams District Council have ringfenced funding for composting projects and the Green Waste collection is coming back on 28<sup>th</sup> March and this will be a two-weekly collection.

Hilary Bastone and I met with Sarah Dorsett, the new coordinator for the TQ6 Partnership (formerly known as the Townstall Community Partnership). Sarah will be attending the next Parish Council meeting to discuss how the £250k allocated to the project, could benefit local Parish Councils.

The Health & Wellbeing Centre is well on its way to completion.

The following report was received from the DCC Street Lighting Team in regard to the Fore Street lights:

'I am sorry for the delay in being able to set a date for the replacement of the lamp columns following the lamp column failure in Fore Street Kingswear on 20<sup>th</sup> May storm 2021 in which one lamp column failed during the high winds of that weekend.

In the following weeks an inspection of all the lamp columns resulted in a second lamp column needing to be cut down due to concerns of a possible structural failure, and it was then decided that it would be wise to change all the columns whilst replacing the two failed columns to prevent a problem in the near future.

Having looked at the location of the lamp columns adjacent to the stone wall and following having a trial pit dug and it was confirmed that the columns were bolted down onto the concrete structure which runs under the footpath to carry the stone wall, it was decided to contact the Devon County Council structures team for technical advice. It was following these discussions, that it became apparent that this project would not be a

simple one for one normal replacement project, but specialist's technical advice would be required from a structural engineer and the column manufacturer. During technical discussions over many months there has been express great concerns about the load the catenary lighting has placed on the existing columns and how the lamp columns are fixed onto the 100m thick concrete planking which carries the footpath and wall and it is these discussions which have caused the delay.

Following on from the concerns of both the column manufacturers and the structural engineers, it is looking very likely that the lamp columns will not be able to be replaced in their present locations and relocating the lamp columns to the opposite side of the road will have to be considered.

In the coming weeks, I will be obtaining details of the utilities which are buried below the road surface and subject to information shown, will have to start to plan the new locations of the street lighting and discuss with Western Power how the electrical supply will be provided for the new lamp columns. I hope to be able to provide you with some time scales within the coming weeks, once I have the information and discussed the columns delivery with the manufacturer and the street lighting contractor.'

#### **ii) South Hams District Councillor**

Please see Kingswear Parish Council website (Full Council Minutes) for District Councillor reports.

#### **iii) Police**

None.

#### **iv) Residents Parking**

The Residents Parking working group believe, that Kingswear satisfies all the criteria listed within the Devon County Council Residents Parking policy, to go out to consultation with a residents parking scheme which excludes guest house permits. 'DCC policy states that a guesthouse without off road parking can apply for a visitor permit if there are no adequate carparks nearby. In the proposed scheme all guesthouses are within a ten-minute walk of a carpark. There is adequate parking nearby, hence our scheme which does not allow guest house permits is compliant with DCC policy. See below for a quote from DCC policy on guest house permits:

#### **Guest House/Holiday Let/ Hotel Permits**

*1) Guest Houses and Hotels located at an eligible address that require on-street parking for guests, shall be eligible for guest house/hotel permits. **This is only applicable if there is inadequate off-street parking in the area e.g. no park & ride and no district council or private car parks.***

At the last Council meeting on the strength of there being a maximum ten-minute walk to any car park, you voted that we should go ahead with the scheme excluding guest house permits since there is nearby adequate parking. So, our scheme will be policy compliant.

So can we suggest you write to DCC the following, in order to make clear our proposal:

Kingswear Parish Council request DCC to implement the parking scheme **without the inclusion of guest house permits**. We believe that in the proposed scheme, since there is only a maximum of a ten-minute walk for all guest house visitors to access a car park, that there is adequate parking nearby. Hence not giving guest house permits will be policy compliant.

So, for the removal of doubt/misunderstanding we propose:

The scheme:

- There will be no guest house permits since there is adequate parking for all guest houses at the nearby marina car parks. At maximum there is only a ten-minute walk.
- Residents can apply for a book of 30 visitor permits as well as two annual parking permits per household. After a review once the scheme is introduced, this may be increased to two books.'

#### **v) Sustainable Kingswear**

Our Free-homing project has been advertised via the Parish Council Facebook page, with great results.

Western Power are offering grants to sustainability groups, that can help inform people about sustainable issues. Sustainable Kingswear to apply for a grant for a thermal imaging camera, to identify the energy efficiency of households in the Parish.

The Sustainable Energy Project funded by Western Power is progressing. An extension to the date by which the project needs to be completed has been obtained, to compensate for delays caused by Covid. With the help of South Dartmoor Community Energy, a shortlist of applicants will be compiled. Our contractor will then visit each property to review and recommend what measures would be most appropriate within the funds we have available. South Dartmoor Community Energy will also follow up with each applicant to provide advice on further measures and funding which might be available and will help applicants apply for grants where necessary.

**The Council will reconvene to discuss the following items:**

### **C/118/21 - Residents Parking (Jonathan / Brian):**

#### **i) In regard to Highway's response to the Parish Council's request to initiate a formal consultation, to agree whether to proceed with a residents parking scheme that includes guest house permits.**

The Parish Council emailed Chris Rook (Devon County Council Traffic Management Team), following their February Full Council meeting as follows:

'At their meeting yesterday evening, Councillors voted in favour of requesting that Devon County Council go out to formal consultation for an extended residents parking scheme in Kingswear. The Council requested that the consultation be funded by Devon County Council and that the Scheme excludes Guest House permits.'

Chris Rook's reply re-iterated that they will not accept a scheme unless it is policy compliant and that businesses must be considered.

Cllr Pudduck pointed out, that as there are 2 car parks plus other off-street parking within walking distance from most properties in the village, a scheme which excludes the issue of guest house permits for this reason would therefore be compliant.

An extract from an email received from Chris Rook, was read out at the meeting regarding the largest of these car parks, which advised:

'Given the cost of the Marina car park, demand from other users, along with the distance from this to the majority of the properties, I think it could be argued that this is not an adequate facility.'

It was proposed that the Parish Council ask Devon County Council to go out to formal consultation with a residents parking scheme which is policy compliant, as guest house permits are only allocated if there is inadequate off-street parking in the area.

A majority of Councillors voted in favour of this proposal.

#### **ii) If the Parish Council opt to initiate a formal consultation which includes guest house permits, to consider whether to accept Devon Council Council's offer to fund the consultation and implementation of the scheme.**

It was agreed to accept Devon County Council's offer to fund the consultation and implementation of a policy compliant scheme.

Councillors agreed that Residents Parking would now be taken off the agenda, until such time as the formal consultation is initiated by Devon County Council.

Cllr Longland left the meeting.

### **C/119/21) - To resolve to approve the following minutes subject to any amendments:**

#### **i) Full Council Meeting – 09/02/22.**

#### **ii) Amenities & Environment Committee Meeting 23/02/22.**

The minutes for the Full Council meeting and the Amenities & Environment Committee meeting were approved without amendment.

### **C/120/21) - Financial Matters (Clerk).**

#### **i) To resolve to approve the expenditure of the Council for the period 01/2/22 – 28/02/22.**

It was resolved to approve the expenditure of the Council for the period 1<sup>st</sup> February 2022 to 28<sup>th</sup> February 2022.

#### **ii) To present for review the month end finance report and bank reconciliation as at 28/02/22.**

The month end finance report and bank reconciliation for month ending 28<sup>th</sup> February 22 was reviewed by Councillors.

### **C/121/21 - Chairman's Report.**

Cllr Webber and I have emptied the Wishing Well. The money will be counted and the Council notified of the funds received.

### **C/122 /21 - In regard to the Scheme of Delegation (Clerk):**

#### **i) To resolve to approve decisions made 9/2/22 to 4/3/22.**

The schedule of 'Scheme of Delegation' decisions made during the period 9/02/22 to 4/03/22 was approved by the Council.

#### **ii) To consider and approve revised Scheme of Delegation (Post Covid).**

The revised Scheme of Delegation was considered and approved by Councillors.

### **C/123/21 - To consider meeting protocol in regard to the lifting of all legal COVID restrictions (Lynne).**

It was agreed that if Councillors have COVID symptoms and a high temperature, then they should refrain

from attending meetings.

**C/124/21 - To consider response to the Dartmouth Neighbourhood Plan - Regulation 16 Consultation (Clerk).**

Councillors voted to support the Dartmouth Neighbourhood Plan and have no issues with the content of the Regulation 16 Version of the plan.

Cllr Hawkins abstained from the vote.

**C/125/21 - To receive an update in regard to (Jonathan/Clerk):**

**i) Platinum Jubilee (To include approval of costs).**

The Jubilee Working Group met yesterday, to progress the arrangements for the Parish Council's Platinum Jubilee celebrations. The Council have 4 days of events planned and Councillor volunteers will be required at each of the events. Members of the Dartmouth Jubilee Group have attended the last couple of meetings to arrange two events which will be open to residents from both Dartmouth and Kingswear – BRNC event with live bands, BBQ and fireworks / Cruise on Paddle Steamer 'Kingswear Castle'. Proceeds from the Paddle Steamer cruise will go towards the cost of the Jubilee Bell for the St Thomas of Canterbury Church.

The possibility of planting a Jubilee Tree was discussed, if a suitable location can be found. The official Platinum Jubilee Beacon has been ordered and will be delivered in April.

The Parish Council have been successful in bidding for funds from the National Lottery and have been awarded £1,164 towards the costs of their planned events.

**ii) Annual Parish Meeting**

The Annual Parish Meeting is to be held on the 18<sup>th</sup> May 2022. All speakers have been invited to the event.

**C/126/21 - To approve membership 22/23 Society of Local Council Clerks (Clerk).**

The Council approved membership of the Society of Local Council Clerks for the year 22/23 – Cost £215.

**C/127/21 - In regard to the Cemetery (Lynne):**

**i) To approve the siting of a memorial bench.**

The Council approved the siting of a memorial bench in the lower section of the Cemetery.

**ii) To consider repairs/refurbishment to the perimeter railings.**

The railings between the Sand School and the Cemetery have fallen over and need to be reinstated. Cllr Maurer to discuss with the Council's grounds maintenance team.

**C/128/21 - To consider location and costs for the siting of a defibrillator - Nethway, Boohay, Kingston (Lynne/Clerk).**

Item deferred until the April Full Council meeting.

**C/129/21 - To consider options for the replanting of the Us Garden (Jonathan).**

Item deferred until the April Full Council meeting.

**C/130/21 - To approve quote for the 22/23 mooring permits.**

A quote received from Abbey Signs SW Ltd in the sum of £69 + VAT was approved by Councillors.

**C/131/21 - To propose agenda items for the next Full Council meeting.**

Replacement of Hillhead notice board; The possibility of donating the Wishing Well income to a Ukraine charity.

**C/132/21 - Urgent Items – For information.**

None.

**C/133/21 - To approve the Local Government Services Pay Agreement 2021-22 (1.75% increase).**

The 1.75% Local Government Services pay increase for 21/22 was approved by Councillors. The payment to the Clerk to be backdated to 1<sup>st</sup> April 2021. The Clerk's annual salary will increase to £21,021.

By Order of the Council

*Sue Balsdon*

Sue Balsdon  
Clerk to the Council

**The Meeting ended at 8.45 pm.**

**Minutes Approved:** ..... Councillor L Maurer – Chairman