



# KINGSWEAR PARISH COUNCIL

Minutes of the Amenities and Recreation Committee Meeting held in the Village Hall (Lower Room) on Wednesday 5<sup>th</sup> September 2023 at 7.00pm.

**Present:** Councillors J Hawkins (Chairman of the Committee), L Maurer, G Webber, S Pearson

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

3 members of public present at the meeting.

**A&R/05.09.23/01 - The Chairman of the Committee welcomed everyone to the meeting.**

**A&R/05.09.23/02 - To receive any apologies for absence from the Meeting.**

None.

**A&R/05.09.23/03 - 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 to the Beacon Lane Wall and the costs associated with this.

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

**A&R/05.09.23/04 - To discuss and agree future actions in regard to:**

**a) Parish Works:**

**i) Conversion of Red Telephone Box**

To propose to Full Council that we proceed with a bug hotel and herb planters.

**ii) Post & Rail Fence Repairs – Cemetery / Jubilee Park**

The contractor advised that no repairs were required at the Cemetery. The foliage along the fence at Jubilee Park to be cut back, so that Councillors can identify what works are required.

**iii) Lime Kiln Steps & Handrail**

It was agreed for Councillors to meet at the Lime Kiln to ascertain what works are required

The Clerk to research the Parish Paths Partnerships Scheme (also known as the P3 scheme) which is an initiative where Devon County Council is working in partnership with parish/town councils, landowners and local voluntary groups, to improve the condition of the local rights of way and keep them open and used properly.

**iv) Banjo Bus Shelter**

The Clerk advised that the bus shelter has been cleaned this month as part of the maintenance contract.

**v) Remembrance Benches – Reseeding**

Works to be deferred to 24/25.

**b) Cemetery Lodge:**

**i) Bathroom**

Quote for the installation of a shower previously approved by Full Council and the works to be undertaken in November.

**ii) Loft Insulation**

It was agreed to defer these works, until the damp issue has been resolved.

**iii) Damp Survey/Structural Survey**

It was agreed for the Committee to propose to Full Council, that a quote be obtained for a full structural survey, to help inform future maintenance plans of the property and to ascertain the cause of a damp issue in one of the upstairs bedrooms.

#### **iv) Septic Tank**

The Clerk advised that the Septic Tank has had to be cleared three times in the last 12 months. Always Cleansing have said that the Council will need to have the system jetted when next cleared, to ensure there are no blockages in the pipework.

#### **c) Moorings:**

##### **i) Mooring Policy Amendments & Draft Letter to Residents re Policy Changes**

A regular audit of the moorings is to be undertaken to identify where mooring permit holders are not adhering to the mooring policy rules and regulations. A letter will be sent to those who are not adhering to the policy, advising that their mooring will not be renewed if their non-compliance continues.

##### **ii) Creek Pontoon**

The Clerk advised that concerns have been raised in regard to the Council allowing boats to be moored on the Creek pontoon, which is hampering those wishing to remove their boats from the water using the slipway. Councillors advised that it is possible for boats to be taken out of the water via the slipway without having to use the pontoon.

A preparatory assessment report has been undertaken of the Waterhead Creek Pontoon to ascertain what maintenance works are required. The report to be considered by Councillors at the September Full Council meeting.

#### **d) Drains – Kingswear / Hillhead**

At Full Council, to obtain Councillor volunteers to ascertain which drains and gullies are blocked in Kingswear and at Hillhead. The Clerk to then obtain a quote from Glanville's environmental for these to be cleared.

#### **e) Hanging Baskets Stands**

The Council are awaiting a date from Devon County Council, to have the old light columns to be cut down, so that the new hanging baskets stands can be installed.

#### **f) Additional Defibrillator**

The Council have completed an expression of interest in regard to grant funding for publicly accessible Automated External Defibrillators in the community and await further instruction.

#### **g) Garden of Remembrance**

To propose to Full Council for a memorial tree to be planted in the Garden of Remembrance.

#### **h) Beacon Road Wall**

An update was provided by the Clerk in regard to the repair to the Beacon Lane Wall. The Council's Public Rights of Way Warden and Highways Officer, each recommended a structural engineer to inspect the wall and to provide a quote to undertake a ground investigation survey, topographical survey, pre-construction design service and to obtain technical approval from Devon County Council (DCC) Structures team. The design for the AIP (Approval in Principle) was submitted to DCC mid-August. The Council have obtained one quote for the repair from the Structural Engineer who produced the design. Once approval for the design has been given by DCC, the Clerk will obtain two further quotes for consideration and approval by the Council.

#### **i) Welcome to Kingswear Sign**

Item Deferred – Pending approval from South Hams District Council as to whether sign can be erected on the bridge from the Passenger Ferry.

#### **j) Grounds Maintenance / Lengthsman Contracts**

The Clerk has advertised both contracts via the Council's website and Facebook page. Three contractors will be submitting a quote for the Grounds maintenance contract, but the Council have not yet received any interest regarding the Lengthsman contract.

#### **k) Christmas Lights**

To propose to Full Council, that they seek sponsorship to fund the cost of the trees and lights for the Christmas Light Switch On event.

#### **l) Bench Sponsorship**

The Clerk to advertise three benches for memorial plaques to be installed (Cinder Path x 2 Benches / Lower Contour Rd x 1 bench).

### **5. Items for next meeting**

Councillors to notify the Clerk, if they wish to add items to the next agenda.

**6. Confirmation of date of next meeting.**

The next Amenities & Recreation Committee meeting will be held on 5<sup>th</sup> December 2023.

**Meeting closed at 8.05pm.**

**Minutes Approved:**

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**Councillor L Maurer – Chairman**