

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held at the Village Hall (Lower Room)
on Wednesday 11th December 2019 at 7.00pm

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

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

Members of public present – None.

C/125/19 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/126/19 – To receive any apologies for absence from the Meeting.

District Cllr Rowe, District Cllr Bastone, P Burnell, H Newcombe

C/127/19 - 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:

The Council will receive the following reports if available:

i) Devon County Councillor - Jonathan Hawkins

Cllr Hawkins and Cllr Maurer met with the Dartmouth Steam Railway to discuss ferry tickets for children travelling to and from Kingswear Primary School. John Jones very kindly offered a reduced travel rate for families with children attending the school.

Cllr Maurer, Cllr Hawkins and District Cllr Bastone met Tom Jones at Follaton House, to discuss whether a site for development should be designated within the Neighbourhood Plan. The two proposed sites were Penhill Lane at Hillhead and Waterhead Brake in Kingswear.

Devon County Council and South Hams District Council have both now declared a Climate Change Emergency, as have Kingswear Parish Council. Cllr Maurer and Cllr Hawkins met with members from Dittisham, Ashprington, Blackawton and Dartmouth Council's to discuss how they might work together to bring forward initiatives, in support of their Climate and Nature Emergency declaration.

South Hams District Council are to propose becoming a Dementia Friendly Council and will be the first in Devon to do this. Please see the link below for further details:

<http://mg.swdevon.gov.uk/documents/s23756/Dementia%20Friendly%20Council.pdf>

ii) South Hams District Councillor – Rosemary Rowe

Three meetings of particular importance this month:

Starting with the Budget Workshop, sadly only about half the members attended for what are very important discussions for the next financial year 2020/2021. We went through the various options which are available to us and how we want to spend money and delete some spending to balance the books. With consideration on the limit to the amount we can increase Council Tax. Councils have by law to present a balanced budget to the electorate. We will be doing further work within our committees and the outcomes will be presented to The Executive before being presented to The Full Council for approval in February 2020.

Web casting - We have been doing some work on this for some time and starting on the 1st December all committee meetings will be going live.

Over View and Scrutiny Committee - Discussions took place on subjects including Community Safety, Safe Guarding, and Electric car parking points.

Climate change - We have a working group working on this and they will be presenting a Draft Plan to Full Council meeting on the 19th December 2019.

We had a Special Council meeting on Thursday afternoon 28th November - The main item on the Agenda was Polling Stations which has come at a very good time. There has been a review of Polling

Stations to make sure that every area is adequately covered. However about 30% of the electorate now have postal votes.

Finally, may I take this opportunity to wish you all a very Happy Christmas and peaceful New Year.

iii) Police – None.

iv) Residents Parking

A Residents Parking Working Group meeting has been scheduled for 9th January 2020.

v) Neighbourhood Plan Group Report

The Neighbourhood Plan Group are continuing to work on the consultation statement. Eileen Parkes and David Macilrath have met with Tom Jones, Hillary Bastone and Cllrs Hawkins and Maurer at Follaton house to discuss the plan. Following on from that meeting, the group are waiting for formal comments from SHDC. Expenses: None.

The Council will reconvene to discuss the following items:

C/128/19 - 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 – 13th November 2019.

ii) Full Council Meeting – 13th November 2019 (Confidential).

iii) Amenities & Environment Committee Meeting – 27th November 2019

iv) Planning Committee Meeting – 5th December 2019.

It was resolved to approve the minutes without amendment.

C/129/19 - Financial Matters:

i) To resolve to approve the Expenditure of the Council for the period 07/11/19 – 04/12/19.

It was resolved to approve the expenditure of the Council for the period 7th November to 4th December 2019.

ii) To present for review – Finance Report and Bank Reconciliation as at 30.11.19.

The Income & Expenditure report and bank reconciliation for month ended 30.11.19 was reviewed by Councillors.

C/130/19 - To receive the Chairman's report.

All refurbishment works to the Lower Ferry toilets are now complete. A site meeting will be held on 20.12.19 with South Hams District Council, to ensure KPC are satisfied with the work carried out, prior to the official transfer of lease.

The Town and Parish Council event held at Follaton House, highlighted that additional funds will be allocated for draining and flooding, by Devon County Council in the next financial year.

The 'Christmas Light Switch On' event, held on 29th November was a great success. The Primary School led the community in a Christmas Carol sing-a-long, prior to the arrival of Father Christmas. This year eco-friendly Christmas presents were provided to all the children.

The Council have received lots of positive feedback following the installation of the new bus shelter at Hillhead.

For information, the Council have registered their objection to the White Rock development.

C/131/19 - To consider representation on the Councillor Advocate Scheme.

The Council discussed whether representation should be made on the Councillor Advocate Scheme. Please see the following link, for further information:

<https://www.devonandcornwall-pcc.gov.uk/take-part/councillor-advocate-scheme/>

The Clerk will forward further details regarding the scheme to Cllr Hacking, who expressed an interest in becoming the Council's representative.

C/132/19 - To discuss preliminary arrangements for the Annual Parish Meeting.

The Council agreed for the Annual Parish Meeting to be held on Wednesday 20th May 2020. The Event this year will have a Climate Emergency theme and speakers will be invited to attend, to offer practical advice as to how residents might reduce their own carbon footprint or to support nature.

C/133/19 - To approve the Kingswear Parish Council 'London Bridge Protocol' and related expenditure.

The Kingswear Parish Council 'London Bridge Protocol' was approved by Councillors. This protocol sets out the action to be taken in the event of the death of H.M. The Queen or other members of the royal family.

It was agreed for a book of condolence and black picture frame, table cloth & armbands to be purchased and stored in the Village Hall in readiness.

C/134/19 - To consider and agree future actions for items discussed at the Amenities & Environment Committee meeting:

- i) Cannon**
The Canon has been temporarily relocated from Dart Haven pending refurbishment. A site meeting will be held in the new year to discuss where in Jubilee Park, the Canon should be located. Quotes will then be obtained for the installation of a hard standing.
- ii) Fire Engine**
A quote received in the sum of £2100, for the refurbishment of the fire engine was approved. The Council previously agreed funds of £1000 towards the refurbishment and the Dartmouth Steam railway have also kindly donated £200. Councillors agreed for the remaining monies (£900) to be funded from the Michael Emms bequest.
- iii) Memorial Bench**
A memorial bench made by the Royal British Legion was previously considered by Councillors for the Cemetery. The Council agreed for the £800 cost to be funded from the Michael Emms Bequest.
- iv) Welcome to Kingswear Sign / 30mph Sign**
A quote has been obtained for a 'Welcome to Kingswear' sign, as a traffic calming measure. Cllr Hawkins and Cllr Maurer are to meet with DCC Highways in January to obtain approval.
- v) Cleaning/Maintenance Contract**
The Council have received notification, that the contractor for the cleaning/maintenance contract, is unfortunately unable to continue with the work required. It was agreed for the Lengthsman to take over the cleaning of the Bus Stops, SHDC will be asked to empty the dual waste bin in Jubilee Park and Councillors have volunteered to cover the work required at the Cemetery.
- vi) Lengthsman Schedule of Regular Works**
An annual schedule of work for the Lengthsman, compiled by the Clerk based on work requests for the last 18 months, was reviewed and approved by Councillors.
- vii) New location for Church Hill dog waste bin**
South Hams District Council have removed a damaged dog waste bin from Church Hill. The bin will not be replaced in this location, as there is a dog waste bin already in situ, on Fore Street. The Council will instead ask SHDC to empty the Jubilee Park dual waste bin, which was previously emptied by the cleaning/maintenance contractor.
- viii) Hanging baskets 2020**
The purchase of hanging troughs for the railings at the Banjo and at Higher Street were proposed - A quote will be obtained for consideration by the Council.
- ix) Interactive Speed Sign – Brixham Road**
An assessment of the interactive speed sign is to be undertaken, to determine whether it is repairable.
- x) To consider and agree list of approved contractors (£300 and below)**
The Council have previously agreed, that for urgent works (£300 or below), the Clerk would need to obtain approval from the Chairman of the Amenities & Environment and Finance Committees only.

The Clerk has compiled a list of local contractors which have been used on a regular basis, over the last 18 months. The list was reviewed by Councillors and approval given for these contractors to be used for all urgent works.

C/135/19 - To consider and agree future actions for the Jubilee Park Play Area Inspection Report Dec 19 (Play park signs).

The monthly Play Area inspection carried out by South Hams District Council, has identified that there is a legal requirement for play areas to have adequate signage, to advise of emergency contact details in case of an accident etc. The Clerk will obtain a quote for a sign to be made, for consideration by the Council at the January meeting.

C/136/19 - To consider and agree future actions for a drain clean to target blocked drains throughout the village.

As part of their three-year cyclical programme, Devon County Council have confirmed that some of the drains and gullies in Kingswear were cleared in September. Highways have received the following reports of blocked drains:

- 1) Ferrymans - These have now been cleared.
- 2) Running water from Church Hill to Beacon Road, but this was a SWW sewer issue.
- 3) Blocked drains in Beacon Road – DCC will be carrying out a hand clean of these drains.
- 4) Ridley Hill drain collapse– Pending works to be carried out by DCC.

As DCC were due to clear the drains in 19/20, the Parish Council budgeted for only one day of drain clearing this year. The Council agreed for all blocked drains in Kingswear and Hillhead to be identified and then for the Clerk to obtain a quote from Glanvilles Cleansing Ltd to target these problem drains.

C/137/19 - To consider location for Wood Lane 'Sat Nav' sign.

The Council agreed for the proposed 'Do not follow Sat Nav' sign to be installed in place of one of the existing signs, to avoid over signage. The Clerk will obtain a quote for a sign to be made, for consideration by the Council at the January meeting.

C/138/19 - To agree for the Clerk to attend the SLCC Regional Training Seminar.

It was agreed for the Clerk to attend the Society of Local Council Clerks Regional Training Seminar on 29th January 2020 – Cost £75.00 + VAT.

C/139/19 - To approve donation of £95.00 to the Royal British Legion – Poppy Wreaths.

A donation of £95.00 was approved by the Council for the poppy wreaths provided by the Royal British Legion, for the Remembrance Day Service.

C/140/19 - To consider and agree future actions for the BT Payphone Kiosk Removal Consultation – Higher Ferry Phone box.

The Council approved the removal of the Higher Ferry Crossing Payphone Kiosk (Tel. 01803 752703). There has been only one call made from this kiosk in the last 12 months.

C/141/19 - To propose agenda items for the January 20 Full Council meeting.

- i) Next Steps – Climate Change Emergency.

C/142/19 - 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) Repair to railings – Us Garden.

A quote received in the sum of £880 from Reg Sedgbeer for the refurbishment of the Us Garden railings

ii) Baby changing facilities / Flooring – Disabled Toilet.

A quote received in the sum of £300 from South Hams District Council, for the installation of a baby changing table in the disabled toilet.

The Meeting ended at 8.35pm.

Minutes Approved: Councillor L Maurer – Chairman