

KINGSWEAR PARISH COUNCIL
Minutes of the Full Council Meeting held in the Village Hall (Lower Room)
on Wednesday 13th April 2022 at 7.00pm

Present: Cllrs L Maurer (Chairman), B Longland, J Hawkins, P Pudduck, E Jones, G Webber, P Burnell, S Pearson.

In Attendance: Sue Balsdon – Clerk to the Council.

Members of public present: 2

C/134/21 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/135/21 – To receive any apologies for absence from the Meeting.

Cllrs J Hacking, H Newcombe.

C/136/21 - 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:

Representation was made by two residents in regard to Residents Parking and the consultation undertaken by the Parish Council in October 2021. Concerns were raised in regard to the Parish Council's decision, to ask Devon County Council to go out to formal consultation with a residents parking scheme which is policy compliant.

(Please see Full Council minutes 9th March 22 agenda item C/118/21, for further information regarding the Council's decision to ask DCC to go out to formal consultation with a policy compliant scheme.

The Council will receive the following reports if available:

i) Sarah Dorsett – TQ6 Community and Partnership Coordinator

Sarah Dorsett has been appointed as the Community and Partnership Coordinator for the TQ6 partnership.

The aim of the Partnership is to:

- Improve the local area for the benefit of its residents (includes activities and access to services).
- To support residents and community groups taking action to improve life and community through their own efforts, or through influencing and working with other organisations.
- To foster community spirit and civic pride by encouraging goodwill and the involvement of the community through listening, connecting and enabling.
- To encourage and support joint projects between local residents and public services.

The partnership is open to anyone who lives or works in Townstal, Dartmouth and the surrounding villages.

The project is lottery funded and it was funded over a 5-year period.

i) Devon County Councillor

Several emails have been sent over the last few weeks regarding the reopening of Light House Beach. Devon Highways are still in discussion with the land-owners about the specification of the works that needs doing and this should be completed in the next month or so.

The Health & Welbeing Centre is almost complete and due to open in August.

The new Youth Club, which has been organized by Liz Mosely and Ben Cooper in Dartmouth is going from strength to strength and yesterday we had Anthony Mangnall MP come to the Ivy Lane Youth Centre. The Youth Club is now meeting weekly at Ivy Lane and twice monthly at the Leisure Centre.

ii) South Hams District Councillor

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

iii) Police

None.

iv) Sustainable Kingswear

'Sustainable Kingswear have continued to receive and send on to our SusKings mailing list:

- Sustainable South Hams Newsletters

- Information on initiatives for Community Energy Schemes
- Discussions on the Climate Change Emergency and Devon's plans
- Information on local rewilding and other interesting local activities sent by the Clerk
- Requests to comment on and support South Hams planning guidelines

Our free-homing project is continuing.

We have a Facebook group and would welcome Councillors having a look by searching on Facebook for Sustainable Kingswear and joining our Group.

We are continuing to work with Cllr Maurer and the Clerk on the Kingswear Sustainable Energy Project and are making good progress, with installations imminent. We have also had assurances from South Dartmoor Community Energy that those who applied for help and are in need of support, but didn't fall within the criteria for this project, will be followed up by SDCE.

The Council will reconvene to discuss the following items:

C/137/21 - To note correspondence received in regard to the strip of land, Higher Contour Road (Clerk).

At February's Full Council meeting, the Clerk read out a statement made by an applicant who had last year submitted a Land Registry application to alter the boundary of their property and which affects part of the land to which the parish Council have lodged a caution against first registration. The applicant advised that they had withdrawn their application and gave their reason why, but also said that it is their intention to resubmit the application, at a later date.

The Clerk read the first sentence and second paragraph of the statement only, as this part contained factual information relevant to the Council's business. A Councillor and also a resident in the Village, queried why the email had not been read out in its entirety and also why the applicant had not been named in the minutes. The Clerk sought advice from the Devon Association of Local Councils as to what should and shouldn't be included in minutes of the Council. DALC advised:

'In general, we would not recommend the reading out of correspondence. Where there is information that the council needs to know, correspondence can be forwarded to the council in advance of the meeting or the clerk can summarise the relevant information at the meeting.

There is no need for any correspondence (read out or not) to be included in the minutes. Minutes need only record decisions taken by the council and not verbatim statements or comments by councillors or members of the public. In addition, personal data should not be in the minutes unless absolutely necessary.'

The Clerk read out the missing paragraph from the statement:

'I would like to take this opportunity to thank everyone again who has supported our application and plans to try and enhance the neglected verge on Higher Contour Road. We have been over-whelmed by the support received. It is very disappointing that a small number of residents chose to object to our application, the result of which being the verge remains a neglected eye sore.'

The Clerk advised that it has been suggested that this paragraph was not read out, because it provided evidence that the Council supports the applicant who made the Land Registry application. A Parish Council should represent the views of all residents. The Council received an almost equal number of representations from residents for and against the Land Registry application. The Council's official response to the Land Registry in regard to the application, said that the Council neither support or object to the application, so that it would then be for the Land Registry to determine whether the applicant had a valid claim on the land.

The Parish Council have again been asked, that they request for the posts to be removed on the strip of land, but as the National Association of Local Councils has previously advised, 'the Parish Council cannot legally enforce the removal of the posts on the strip of land and similarly anything else which is placed or stored there'.

C/138/21 - To make comment to the Planning Authority with regards to the following planning applications (Hector).

i) Ref: 0608/22/FUL Proposal: Change of use from single dwelling to 2 apartments Site Address: Peach House, Castle Road, Kingswear, TQ6 0DX
SUPPORT

ii) Ref: 0299/22/LBC Proposal: Listed building consent for structural repairs to the timber frame of the glasshouse, remediating some design defects and introduction of a basic roof covering to the rear Site Address: Greenway House, Greenway, TQ5 0ES.
SUPPORT

iii) **Ref: 0699/22/HHO Proposal: Householder application for proposed dormer to studio/ancillary accommodation Site Address: Tower House, Higher Street, Kingswear, TQ6 0AG**
SUPPORT

iv) **Ref: Torbay Council Application P/2022/0112 Proposal: Major variation of Condition P/2017/1133 Site Address: Land to the South of White Rock, adjacent to Brixham Road, Paignton.**
SUPPORT

Please Note: Cllr Hawkins did not participate in discussion or voting for the above planning applications / Cllr Longland did not participate in discussion or voting for planning application 0699/22/HHO.

C/139/21 - To resolve to approve the following minutes subject to any amendments:

i) Planning Meeting – 09/03/22.

ii) Full Council Minutes – 09/03/22.

The minutes for both the Planning and Full Council meetings were approved without amendment.

C/140/21 - Financial Matters (Clerk).

i) To resolve to approve the expenditure of the Council for the period 01/3/22 – 31/03/22.

It was resolved to approve the expenditure of the Council for the period 1st March 2022 to 31st March 2022.

ii) To present for review the month end finance report and bank reconciliation as at 31/03/22.

The finance report and bank reconciliation for month ending 31st March 22 was reviewed by Councillors.

It was queried why the Parish Council had raised their precept this year, when the balance in their bank account at the end of 21/22 was £78,194.

The Clerk provided the following analysis of funds held by the Council at 31st March 2022:

Details	£
Bank Balance <u>Current Account</u> 31.3.22	£78,194
Less bequest funds £18,790 ringfenced for lasting projects	-£18,790
	£59,404
Less Covid Grant	-£10,000
Less Western Power Grant	-£10,000
Less Minimum General Reserve Value (50% Precept)	-£23,222
Less Sustainable Kingswear Grant	-£300
Adjustment Bequest Fund re Fire Engine	£900
Adjustment Donation re Fire Engine	£200
Surplus Funds 31.3.22	£16,982
Approved Budget 15.12.21	£80,690
Less 22/23 Income Budget	£71,420
Shortfall	-£9,270
Surplus	£7,712
21/22 Invoices not yet paid	
Clerk Back Pay Inflationary Pay Award	£253
Tax & NI March 22	£568
SHDC Grounds Maintenance Jan 22	£626
Grounds Maintenance March 22	£933
Meeting Room Hire	£140
21/22 FCC Cleaning Contract	£1,767
C/Lodge Windows and Doors	£3,537
Total	£7,824
	-£112

C/141/21 - Chairman's Report.

'The Council, along with Sustainable Kingswear are progressing very positively with the Sustainable Energy Project. Our Electrician has now visited and assessed the applicant's properties, to ascertain what works are required to improve the heating within their homes. We are extremely pleased to support residents in this important way and I would like to thank all those who have worked hard to achieve this.

I was very pleased that our MP, Anthony Mangnall joined me at the Primary School to choose the winning design for our Kingswear Jubilee Mug. All the designs will be used in the Council's publicity for their Platinum Jubilee events. Our local school is very much part of our community and it is wonderful for them to be involved in our celebrations.

Our new Community Market will have its debut in the Village Hall on 22nd May, another initiative which has been successfully spearheaded by the Village Hall Committee, along with Grove Meadows, a thriving local family business. Hopefully residents will give this new venture their support and make it a resounding success.

The new windows at Cemetery lodge have now been installed and the tenants have advised the property is much warmer and quieter.

Councillors are committed to supporting the community in many ways and all too often this isn't recognised. I would like to thank them for all the work that they do – It is appreciated.'

C/142/21 - In regard to the Scheme of Delegation, to resolve to approve decisions made 5/3/22 to 4/4/22 (Clerk).

The schedule of 'Scheme of Delegation' decisions made during the period 5/03/22 to 4/04/22 was approved by the Council.

C/143/21 - To review inventory of land and assets (Clerk).

The updated inventory of land and assets was reviewed and approved by Councillors.

C/144/21 - To review arrangements for insurance cover in respect of all insured risks (Clerk).

The Clerk advised that the 3-year long term agreement with BHIB ends on 31st May 22. The Clerk to obtain three quotes for consideration at the May Full Council meeting.

C/145/21 - To review draft DHCG Input to the DHNA Strategic Plan and provide comment where necessary (Clerk).

The Council reviewed the draft 'DHCG Input' document and felt no revisions were necessary. The issue of accessibility for disabled users was raised, but it was agreed that Dart Harbour had installed measures for disability access.

C/146/21 - To receive an update and approve costs in regard to:

i) Platinum Jubilee (Jonathan).

Cllr Hawkins provided an update regarding the ongoing preparations for the Council's Platinum Jubilee celebrations and the schedule of anticipated costs for the events was approved.

ii) Annual Parish Meeting (Clerk).

The Annual Parish Meeting is to be held on the 18th May 2022. All speakers have been invited to the event and refreshments will be served. A budget of £150 has been set within the 22/23 budget for this event.

C/147/21 - To approve joint programme of events (Kingswear & Dartmouth) for the Queen's Platinum Jubilee (Jonathan).

The joint programme of events for the Queen's Platinum Jubilee was reviewed and approved by Councillors.

C/148/21 - To approve membership 22/23 Devon Association of Local Councils (Clerk).

The Council agreed to renew their membership with the Devon Association of Local Councils for 22/23 at a cost of £235 + VAT.

C/149/21 - To consider and approve grounds maintenance work required at Contour Heights, Higher Contour Road (Jonathan).

It was agreed for the Clerk to obtain a quote for the works required at Contour Heights, for consideration at the next Full Council meeting.

C/150/21 - To receive an update in regard to the Parish Council's 20mph scheme application (Clerk).

A resolution was passed by Devon Highways to allow 20mph schemes to be progressed in 2022/23 for those communities who request them. An application has been submitted for Kingswear Village and the Council await the outcome.

C/151/21 - To consider whether to renew the domain for the Neighbourhood Plan Group's website May 22 to April 23 (Clerk).

The Council agreed not to renew the domain for the Neighbourhood Plan Group's website. All information and documents will be transferred to the Parish Council website.

C/152/21 - To approve quotes for the following (Clerk):

The following quotes were approved by Councillors:

- i) Jet Wash Parish Pontoon Bridge** - Brownstone Grounds Maintenance £100.
- ii) Memorial Safety Inspection Cemetery/Churchyard** – It was agreed for further quotes to be obtained for the Council's memorial inspection.
- ii) Miscellaneous Works – Kingswear Village** – Alan Farr £730

C/153/21 - To propose agenda items for the next Full Council meeting.

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

C/154/21 - Urgent Items – For information.

The increase to the prices for the Kingswear & Dartmouth Passenger Ferry were noted by the Council.

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