

KINGSWEAR PARISH COUNCIL
Minutes of the Full Council Meeting held at the Village Hall (Lower Room)
on Wednesday 10th July 2024 at 7.00pm

Present: Cllrs L Maurer (Chairman), J Hawkins, G Webber, H Newcombe, A O'Rourke, S Pearson, C Dawes, M Bentley, and M King.

In Attendance: Melissa Trudgill (Minute Taker/Temporary Clerk); Graham Turner (newly appointed clerk)

Members of public present: 7 (including 2 representatives from the National Trust)

1. C/029/38 The Chairman will welcome everyone to the meeting and make it known that any tape or other form of media recording of the Council Meeting requires the permission of the Council.

2. C/029/39 To receive any apologies for absence from the Meeting.

Cllr R Reed

3. C/029/40 To receive Declaration of Acceptance of Office from Cllrs King and Bentley (absent from annual meeting).

Declarations of Acceptance of Office from Cllrs King and Bentley (absent from annual meeting) were received and approved.

4. C/029/41 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 received.

The Council Meeting will receive questions or hear representations from members of the public. The Council allows a period of 15 minutes for this to take place and members of the public should speak for no longer than 3 minutes each.

Representation was made in regard to:

- a) **Car Parking Changes at Coleton Fishacre**– Gary Calendar and Belinda Smith from the National Trust, presented the case and drawings to the meeting regarding the car park improvements at Coleton Fishacre. They have been working on plans to improve this area and to make it more resilient. The field is affected adversely by bad weather and then it cannot be used. The new developments will ensure that the parking is used holistically all year round. The 2 representatives from the National Trust have attended the meeting out of courtesy to the Council and the people of Kingswear to received feedback and answer questions before they progress any further. The intention is for the plan to be submitted after consultation, later in the summer. On 8th August they will be running a session at Coleton so local people can find out more and for the NT to have another opportunity to hear local people's thoughts. The representatives also offered to attend another Council meeting if invited.

Questions:

- Q How many parking spaces will there be when developed? 60 spaces approximately.
- Q Can you consider putting in more parking bays/passing laybys on the way, which are really needed? This would be looked into.
- Concern that originally Coleton Fishacre was only meant to be open a couple of days a week and now it is open every day. Parking and traffic are an issue. A resident got stuck for 40 minutes recently on this road.
- Q Are you tarmacking the area? Yes
- Q Has the runoff been considered by the architect? Yes. A grid system will be used which will form natural drainage.

- b) **Ref recent email sent to Cllr Hawkins regarding agenda item no 14:** – a member of the public had sent an email to Cllr Hawkin regarding this matter. He asked if it was the same footpath referred to in the minutes which is covered by the maintenance contract and if it is being missed? If the quote is to clear the Hillhead/Raddicombe Drive footpath, why is the Parish Council paying for something already itemised on the contract. It was clarified that it is not the same section of footpath. It is the section of the footpath from Hillhead out onto the man road (approx. 30m) and had been missed from the contract. Cllrs are meeting the contractor on 22nd and will be quite clear to clarify this section of footpath. He has been unable to quote as he could not locate the area therefore agenda item 14 will not be progressing at this meeting.
- c) **Ref Item 11b – Agree grounds maintenance contract; A member of the public asked who** is going check Higher Contour Road, Wood Lane, Upper Wood Lane and the Square? It was confirmed that Cllr Pearson is allocated these areas and has already met with the contractor this week. The contractor had specified that some areas had required more time than others and therefore the contract would need to be reviewed next year to ensure that all areas in the village were being cared for fairly.
- d) Cllr Dawes' reference in last minutes 'continuous trend to save some finances' was acknowledged and praised.
- e) A member of the public raised the positive news that the scaffolding in Beacon Lane is due to come down in 6 weeks however there is a section of private land on the north side of Beacon Lane where the vegetation needs cutting back as it is growing across the road. When the road opens, it might be difficult to get past there. The landowner lives overseas.

ACTION: Clerk to write to landowner requesting the maintenance of this area as it will be impeding traffic etc. CC Lisa Edmonds DCC

- f) A member of the public asked a series of questions including:
- in February, Sue Balsdon had reported that the Michael Elms had bequeathed a sum of money to the village. A large sum had been spent on a temporary fence on the churchyard wall. What are the Parish Council's plans for the remaining funds?
 - In January, at a finance meeting with Cllr Bentley, concerns were raised about the lack of enforcement regarding covenants to ensure that affordable housing should remain in Kingswear e.g. the Westerland development. This has now disappeared from minutes, so an update was requested.
 - In June, a figure for repairs on cemetery lodge following a structural survey, was stated. What impact will this have on the precept for next year?
 - Thanks to Cllr Maurer for her continued communication with South West Water. Clarity on what has been discussed please.
 - At the February meeting, there was a KPC agreement that they would meet with residents at the AGM in May. When are we going to hear about this?

Please note some of these responses are contained within the Chair's report. Re Livewest covenants – if a property is deemed unsuitable for social housing, then they can remove the covenant and sell the properties, and this is the issue with the Priory. Cllr Hawkins has had a meeting with representatives from South Hams District Council and LiveWest and is awaiting a copy of the will. LiveWest have no site within Kingswear where they can build social housing, but they can sell the Priory and the funds can be spent elsewhere. Part of the problem with our neighbourhood plan is that every site which could be considered for affordable housing was ruled out. Cllr Hawkins is talking to South Hams District Council about trying to bring one of the potential sites back in as affordable housing and a community land trust purchase it.

- g) Ref end of Higher Contour Road (end of Road) concern about the amount of leaves all over the place. Is the road sweeper going to attend the area soon? The new road sweeper is imminent in the next few weeks. As soon as we know we will publicise the dates and hopefully the sweeper will then visit once a fortnight.
- h) Ref budget with the Lodge – there has been a problem with the septic tank and the works are planned to stage to over 4 years. The Lodge is a community asset and houses a family. It provides affordable housing for residents and we need to invest in it to keep it in a state of good repair.

The Council will receive the following reports if available:

a) Cllr Jonathan Hawkins, Devon County Councillor

- Cllr Hawkins gave an update from his recent meetings at DCC and South Hams. DCC have decided to withdraw the lollipop person in Dartmouth and Cllr Hawkins presented a local petition to the Leader of the Council, Cllr McGuinness. South Hams are investing some funds into an event called the South Hams Festival. Parishes will be encouraged to get involved and might want contributions to the overall event funding budget. Details will be sent to all councillors next week and then Cllr Hawkins will be able to supply more information.

- **ACTION: Clerk to write to South Hams District Council to express sadness about the new depot on the park and ride site is not yet finalised.**
- Hospital Site – Dartmouth Town Council requested that the covenant on site to be removed and Cllr Hawkins determines this was a mistake as the site is now lost for community use. The proposed purchaser could not raise the funds nor provide the community value to the town. DTC are requesting the old clinic which is in Flavell Square and they want SHDC to approve it to become a community asset. DTC wanted a certain charity to have first rights on the building. Cllr Hawkins reminded that as a community asset any local charity or organisation has 6 months to bid for this site.

The Council welcomed the new clerk, Graham Turner to the meeting.

a) Verbal report from Cllr Ged Yardy, South Hams/ West Devon District Councillors

Not present.

b) Police

Not present

The Council will reconvene to discuss the following items:

5. C/029/42 To make comment to the Planning Authority with regards to the following planning applications (Cllr Newcombe):

- a) **Ref:** 1952/24/TCA **Proposal:** Mimosa – to be felled to ground level due to diseased condition fungal fruiting bodies present on South-East side, decay in column from ground level to 1m, life expectancy of <10 years and risk due to close proximity to properties **Site Address:** The Boathouse, Beacon Road, Kingswear, TQ6 0BS
APPROVED
- b) **Ref:** 1166/24/HHO **Proposal:** Householder application to knock down the current porch and extend across the front lounge room window **Site Address:** 59 Raddicombe Drive, Hillhead, TQ5 0HA
APPROVED

6. C/029/43 To resolve to approve the following minutes subject to any amendments:

Decision: Full Council Meeting 12.6.24 - the minutes were approved as a true and accurate record.

7. C/029/44 Financial Matters (Cllr Dawes).

- a) To resolve to approve the expenditure of the Council for the period 01/06/24 – 30/06/24
Decision: The expenditure of the Council for the period 01/06/24 – 30/06/24 was approved.
- b) To present for review the month end finance report and bank reconciliation as at 30/06/24
- c) To verify bank reconciliations for all accounts - May & June (Cllr Reed) - These will be undertaken by Cllr Reed at the July Full Council Meeting. Not present

8. C/029/45 To resolve to approve Scheme of Delegation decisions made 01/06/24 to 30/06/24 (Cllr Maurer). Paper circulated.

Decision: Scheme of Delegation decisions made 01/06/24 to 30/06/24 (Cllr Maurer). Approved.

9. C/029/46 To receive Chairman's report (Cllr Maurer).

- Cllr Maurer is constantly in touch with SW Water. SW Water have confirmed that the water is safe to drink. They have lifted the ban order. There is no shortage of information. It was agreed that there was a need for a meeting (Kingswear and Hillhead) with SW Water to answer residents' remaining concerns. SW Water have responded that they are not currently in a position for a meeting. Cllr Maurer will pursue this and is joined by Caroline Vodden.
- Concern was expressed about the removal of the testing data from the SW Water website.
- There are still residents having issues with claiming compensation.
- A meeting with SW Water must be for Kingswear and Hillhead rather than joining our meeting with Brixham.

10. C/029/47 To receive report – Hillhead Ward (Hillhead Councillors).

- The Bus shelter at Hillhead will be painted on 22nd July by Cllr Bentley with paint sourced at no cost to the Council.
- Cllrs King and Bentley are meeting with the grounds maintenance contractor about the works and in particular the footpath (see the discussion earlier in the minutes) and spraying weeds.
- Another Meet and Greet for residents to engage with their local councillors will be planned. Cllr Hawkins offered use of a bus to do this as it had built a good interaction for those that did come previously.

11. C/029/48 To discuss and agree future actions in regard to:

a) **Lighthouse Beach** (Cllr Hawkins)

Cllr Hawkins had received emails from residents concerning access to the beach. The beach is not open yet and the gate/fence has not been taken down. DCC are determined that until the cliff is stabilised they do not think it is safe to have residents on the beach and it is wise to keep the breach closed.

b) **Grounds Maintenance Contract – Cemetery** (Cllr Maurer)

Cllr Maurer is having a meeting with the contractor and will discuss what can be improved and listen to his comments and suggestions for September.

Concern about complaints about the long grass in the cemetery. Cllr Maurer explained to the meeting that this was 'rewilding' and was common in many churchyards. Not only does it help wildlife, it looks attractive with the wildflowers and will be cut later in the year when they have finished blooming. She explained it was just in the area where the very old gravestones were situated. The contractor had explained to Cllr Pearson that he thought the cemetery has been done to the detriment of the village and the closed churchyard and he needed to spend more time on the village.

There was a recommendation to put signs up in the cemetery to explain about the rewilding. There was a suggestion that Cllr Pearson be the sole contact for the grounds maintenance contractor.

c) **The Priory** (Cllr Hawkins)

Cllr Hawkins attended a meeting with Cllr Denise O'Callaghan, Cllr Yardy, SHDC officers and councillors and LiveWest representatives at the Priory. Cllr Hawkins voiced concern that LiveWest have removed all the tenants and they have not maintained the property. SHDC are looking at the will from Mrs Carlow and looking at how it was left to SHDC/community. Cllr Hawkins has not seen it. Cllr Hawkins recommended that if the property gets sold, the George South memorial garden needs to be kept and maintained for the residents of Kingswear as it is a nice place for people to sit in the middle of the village and has some beautiful planting.

ACTION: Clerk to write to SHDC and ask for a copy of the will to present to the next Kingswear Parish Council meeting.

d) **Kingswear School Building - Working group**

Cllr Hawkins had received a letter and had a conversation with a resident which were recorded in the last minutes. If the community wants a working group to work on this project then it should form one and perhaps a councillor could join the group and provide updates to the Council.

e) **Stay and Play Group** (Cllr Dawes)

This had been discussed at the end of the last meeting. Cllr Dawes reported that the Stay and Play would not be continuing as Gemma the leader could not continue to run it and a replacement could not be found to continue the group.

f) **Kingswear 160th railway anniversary celebrations** (Cllr Hawkins)

The Railway group had decided that they did not want to celebrate this anniversary but would focus on the 175th celebration.

g) **Noss memorial – DD memorial** (Cllr Hawkins)

Small group to discuss on how we can improve the DD memorial as it needs improving. The hotel is being built and the rest of the site developed. Some KPC representatives need to go to Noss and let hem now this is the Council's intention.

h) **Website migration** (Cllr Dawes)

This still has not been done so we have 2 websites up and running; one is not visible and the other one is live. To get form where we are to the new one will cost a lot of money. Cllr Dawes had looked at the least inexpensive option to pay someone to migrate the information across and this was still thousands of pounds. The only option is one of the council members moving the records across one by one or just do the very minimal and leave it as it is. Q Does this represent a risk? No it does not. To be compliant KPC needs to have certain records visible for the public to view.

ACTION: Clerk to contact the Annette (clerk) at Dittisham Parish Council to ask her advice on this matter with reference to policies, procedures and compliance and see how much we can opt out of whilst still being compliant.

i) **Troughs alongside wall outside village hall** (Cllr Hawkins)

Cllr Hawkins has approval in principle from DCC to install troughs for planting and flowers along the wall outside the village hall costing approximately £250 each. Copy has been sent to all councillors by email. Cllr Hawkins will ask if the businesses in the vicinity would be interested in sponsoring the troughs. They would be planted by Stevie (as with the hanging baskets) and they would be removed in winter.

j) **Flagpole near the ferry** (Cllr Hawkins)

Cllr Hawkins has spoken to John Holman and he is keen for a flagpole to be erected near the old car park attendant's hut. The flag would be raised during times of commemoration and celebration.

k) **Moorings Proposal** (Cllr Dawes)

The moorings are currently not providing enough income and are not near the market price for moorings. A proposal was discussed about increasing the charge by x 3 which would double the Parish Council's income. There is a long waiting list and it would seem a fairer way of raising funds rather than increasing the precept which would affect all residents. It was also suggested to remove the requirement to live in the village as an eligibility criteria for applying for a mooring. As an example, the increase would mean that a mooring at Jubilee Park would increase from £160 for a trailer and a boat to £600 which is in line with other mooring fees. The KPC moorings would still be less expensive than those at Darthaven. It was agreed that if the decision was to increase, then it should be brought in as a phased increase over 2 years and people should be given plenty of notice about the rise so that they can make alterative arrangements if desired. It was also agreed that a good compromise re the application process and the waiting list is that residents should be given priority over non-residents.

Cllr Dawes will draft the proposal and circulate to all councillors for discussion at the next Parish Council meeting.

Standing orders were suspended

A resident responded that quite a few that have their boats moored would not be able to afford an increase in mooring costs.

Standing orders were reinstated.

12. C/029/49 To consider FlexMail email services to increase disk space for gov.uk email accounts (Cllr Dawes)

An example of this issue, was that many councillors dd not receive the agenda by email this month. It was agreed that the Council need to increase the disk space as the most inexpensive option as a priority. A discussion ensued that in the future, a shared drive in the cloud on Microsoft 365 like SharePoint would be a good idea. We would have online storage and administrative rights.

It was agreed to increase disk space for gov.uk email accounts via FlexMail email services.

13. C/029/50 To approve for the new clerk to be added to Unity Bank to view account/submit payments/ cheque signatory and key contact.

It was agreed to approve for the new clerk, as responsible financial officer for the Parish Council, to be added to Unity Bank to view account/submit payments/ cheque signatory and key contact.

14. C/029/51 Grounds Maintenance Contract – To consider and approve quote received in regard to Footpath 18, Hillhead (Cllr Hawkins).

- This was with reference to the path between Hillhead Park and main road. This needs to be added into the grounds contract to have it cut. Cllrs King and Bentley are meeting with the contractor on 22nd July and then the contractor will submit the new quote.

Decision: To approve quote received in regard to Footpath 18, Hillhead on delegated approval.
(Quote not yet received from contractor).

15. C/029/54 To propose agenda items for the next Full Council meeting. September

- Cllr Newcombe requested that all councillors are vigilant for planning applications which come through during August and let him know of any comments. The Clerk will circulate these and will also deliver printed copies to Cllr Newcombe. He will attempt to push back these applications being responded to, until the September meeting, where possible.
- Moorings – future charges etc to be agreed.
- South Hams festival – they are going to send information out to the Council shortly.
- The Priory
- Noss memorial – DD memorial
- Website migration
- Troughs alongside wall outside village hall
- Flagpole near the ferry

16. C/029/55 Urgent Items – For information.

- There is a desperate need for a traffic warden around Kingswear. Vehicles frequently cause obstruction especially on the way down to the ferry.
- The Parish stop sign has gone and Lisa Edmonds DCC has requested the yellow boxes be repainted.

ACTION: Clerk to write to DCC/Chris Rook about traffic enforcement.

The Chair thanked the members of the public for their attendance and closed the meeting.

The Chair wished all councillors a good summer break in August.

By Order of the Council

Melissa Trudgill

Melissa Trudgill
Minute Taker/Temporary Clerk to the Council

The Meeting ended at 8.52pm.

Minutes Approved: Councillor L Maurer – Chairman