



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 227031
Mail: kingswearclerk2017@outlook.com Website: www.kingswearparishcouncil.gov.uk

6th May 2022

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the Council to be held in the Village Hall (Lower Room) on Wednesday 11th May 2022 at 7.00pm, when the following items will be discussed:

PLEASE NOTE Press and Public Welcome

1. ELECTION AND DECLARATIONS OF ACCEPTANCE OF OFFICE

- i) To elect the Chairman of the Council for the ensuing year.
- ii) To receive the Chairman's Declaration of Acceptance of Office.

The new Chairman will take the Chair and conduct the rest of the meeting.

- iii) To elect the Vice Chairman of the Council for the ensuing year.
- iv) To receive the Vice Chairman's Declaration of Acceptance of Office.

2. To receive any apologies for absence from the Meeting.

3. 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]

The Council Meeting will receive questions or hear representations from members of the public. The Council allows a period of 20 minutes for this to take place and members of the public should speak for no longer than 3 minutes each.

The Council will receive the following reports if available:

- i) Devon County Councillor
- ii) South Hams District Councillors
- iii) Police
- iv) Sustainable Kingswear

The Council will reconvene to discuss the following items:

4. To make comment to the Planning Authority with regard to planning applications:

- a) **Ref:** 0946/22/HHO **Proposal:** Householder application for side extension and alteration to dwelling (resubmission of 4186/21/HHO) **Site:** The Bridge, Higher Contour Road, Kingswear, TQ6 0DE
- b) **Ref:** 0954/22/HHO **Proposal:** Householder application for the creation of 1 car parking space **Site:** Carlton House. Higher Street, Kingswear, TQ6 0AG
- c) **Ref:** 1272/22/TPO **Proposal:** T1 Oak – Coppice at 0.5m to regenerate and maintain as small bush, heavily leaning over access pathway preventing our client gaining access to beach **Site:** Inverdart Cottage, Castle Road, Kingswear, TQ6 0BT
- d) **Ref:** 1009/22/VAR **Proposal:** Application for variation of condition 2 (approved plans) of planning permission 3199/20/FUL **Site:** White Gates, Hoodown Lane, Kingswear, TQ6 0AZ
- e) **Ref:** 1300/22/HHO **Proposal:** Householder application for demolition of existing garage construction of replacement garage and workshop **Site:** Kingslee House, Ridley Hill, Kingswear, TQ6 0BY

5. 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 April 2022.
- ii) Amenities & Environment Committee Meeting 27th April 2022.

6. In regard to the Parish Council's committees:

- i) To review terms of reference
- ii) To appoint a chair and members for the following:

- a) Planning
- b) Amenities & Environment
- c) Finance
- d) Staffing

7. To review and adopt the following Council documents:

- i) Standing Orders
- ii) Financial Regulations
- iii) Risk Management Register

8. To review inventory of land and other assets.

9. To review arrangements for insurance cover in respect of all insurable risks and to approve quote received from insurer for the period 1/6/22 to 31/5/23.

10. To consider representation / responsibility for the following:

- i) Moorings
- ii) Allotments
- iii) Cemetery
- iv) Jubilee Park Play Area
- v) Lower Ferry Public Toilets
- vi) Church & School

11. To consider representatives to the following outside committees and bodies for the ensuing year:

- i) Port of Dartmouth Royal Regatta Committee
- ii) Dart Harbour Communities Group

12. To approve date, time and venue of ordinary meetings of the Council and Committees for the ensuing year (Clerk).

13. To consider and approve (Clerk):

- i) Schedule of Fees and Charges 2022/2023
- ii) Schedule of Direct Debits & Standing Orders
- iii) Bank Mandate

14. To resolve and finalise the Annual Return for the year 2021/2022 (Clerk).

- i) To receive and note the Annual Internal Audit Report.
- ii) To approve the Annual Governance Statement
- iii) To approve the Accounting Statement
- iv) To set the date for the commencement of the period for the exercise of public rights.

15. Financial Matters (Clerk):

- i) To resolve to approve the Expenditure of the Council for the period 01/04/22 to 30/04/22.
- ii) To present for review the month end finance report and bank reconciliation as at 30/4/22.

16. To consider and approve the following quotes (Clerk):

- i) Clear Bank at Higher Contour Road.
- ii) Strim & Clear Waterhead Brake – Parking for Entertainers (Jubilee Picnic in the Park Event).
- iii) Hanging Basket Labels

17. To receive the Chairman's report.

18. To propose agenda items for the June 22 Full Council meeting.

19. Urgent Items – For information.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Chairman will thank the members of the public for their attendance and close the meeting.