

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

Present: Cllrs L Maurer (Chairman), J Hawkins, P Pudduck, E Jones, G Webber, P Burnell, S Pearson, H Newcombe, District Cllr H Bastone.

In Attendance: Sue Balsdon – Clerk to the Council.

Members of public present: 6

C/034/22 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/035/22 – To receive any apologies for absence from the Meeting.

Cllrs J Hacking, B Longland.

C/036/22 - 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:

None.

The Council will receive the following reports if available:

i) Devon County Councillor

Cllr Hawkins raised the issue of waste collection. At a South Hams District Council emergency executive meeting held yesterday, it was agreed that waste, recycling and environmental services would be brought back in house from October. Cllrs Hawkins and Bastone to meet with Sarah Moody, the lead officer for waste issues at the District Council, to discuss the issues which are continually being neglected in Dartmouth & Kingswear.

Cllr Hawkins met with Chris Rook (Devon County Council Traffic Management Team Manager) and assurance was given that the Kingswear Residents Parking formal consultation has been included within their forthcoming work program.

Regarding Beacon Road, stabilisation of the cliff is due to take place next week. The work will be undertaken to Devon County Council standard, to ensure that they are then able to reinstate the path so that it can be reopened to pedestrian traffic. In March 21, the Secretary of State approved proposals for the England Coast Path at Kingswear, which includes coastal access rights to Lighthouse Beach. The coastal access rights will not apply until the designation process is complete and the section of England Coast Path formally open. This is estimated to be towards the end of 2022, at which point Devon County Council (as Access Authority) will have power to negotiate removal of the restriction blocking access from the steps to the beach.

ii) South Hams District Councillor

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

iii) Police

None.

iv) Sustainable Kingswear

Thanks was given to all those involved in the organisation and completion of the Western Power Distribution project. It was a very successful project and lots of positive feedback has been received from the applicants.

Sustainable Kingswear are to be involved in the 'Great Big Green Week' (24th September to 2nd October). This is a nationwide initiative, but locally a 'Big Green Dartmouth' event is to take place.

A thermal imaging camera is to be purchased by Sustainable Kingswear, so that surveys can be undertaken to detect energy loss issues and defects from homes within the Parish.

The Sustainable Kingswear Group spoke about the possibility of setting up a Community Energy project within Kingswear. It was agreed for the Council to invite Nina Skorupska, Chief Executive of the Renewable Energy Association and a resident of Kingswear, to the Council's next meeting.

The Council will reconvene to discuss the following items:

C/037/22 - To make comment to the Planning Authority with regards to the following planning applications (Hector).

- i) **Ref: 1304/22/FUL Proposal: Retractable canopy structure on the existing flat roof area with glazing to the front elevation. Fixed roof behind to create storage space. Replacement of first floor front windows with full width glazing Site Address: Steam Packet Inn, Fore Street, Kingswear**

The Parish Council support the retractable canopy structure to the existing flat roof, but object to the full width glazing on the front elevation, as this is not in keeping with the rest of the building.

- ii) **Ref: 1781/22/FUL Proposal: Application for two proposed garages to serve Nos 7-11 Raddicombe Farm Cottages Site Address: Land at Raddicombe Farm Cottages, Hillhead, Kingswear**

Residents from Raddicombe Drive, Hillhead attended to make representation regarding this application.

OBJECT - Access to the garages should be via Raddicombe Farm Lane where the cottages are located, to avoid exasperating existing parking issues on Raddicombe Drive and opening up a thoroughfare between two housing developments.

- iii) **Ref: 1818/22/TPO Proposal: T1: Pine - Remove to Ground Level due to compromised stability, T2: Pine - Remove lowest limb overhanging roof of adjacent property, Crown height reduction by 2 metres adjacent to properties and remove major deadwood crown weighted over adjacent property's, T3: Removal of Deadwood (Deadwood Exempt) and Undertake detailed decay testing, T4: Pine - Removal of Deadwood (Deadwood Exempt) and undertake detailed decay testing, T5: Pine - Removal of Deadwood (Deadwood Exempt), Reduce limbs overhanging terrace by 2 metres due to crown weighted towards properties and Undertake detailed decay testing, T6: Cupressus - Removal of Deadwood (Deadwood Exempt) and Undertake detailed decay Site Address: Kingswear Castle, Castle Road. Kingswear, TQ6 0DX**

SUPPORT

C/038/22 - To resolve to approve the following minutes subject to any amendments:

i) **Full Council Meeting – 08/06/22.**

ii) **Amenities & Environment Committee Meeting – 29/06/22.**

All minutes were approved without Amendment.

C/039/22 - Financial Matters (Clerk).

i) **To resolve to approve the expenditure of the Council for the period 01/6/22 – 30/06/22.**

It was resolved to approve the expenditure of the Council for the period 1st June 2022 to 30th June 2022.

ii) **To present for review the month end finance report and bank reconciliation as at 30/06/22.**

The finance report and bank reconciliation for month ending 30th June 22 was reviewed by Councillors.

C/040/22 - Chairman's Report.

None.

C/041/22 - To resolve to approve Scheme of Delegation decisions made 5/4/22 to 12/7/22 (Clerk).

It was resolved to approve the Scheme of Delegation decisions for the period 5th April 22 to 12th July 22.

C/042/22 - To consider resident representation – Double Yellow lines, Raddicombe Drive (Clerk).

The Clerk advised that representation has been received regarding the double yellow lines on Raddicombe Drive, Hillhead. The resident wrote that before the double yellow lines there were two minor incidents, but since their installation there has been 'two head on crashes and numerous near misses.'

Fortuitously, there were residents in attendance at the meeting who advised that 'invariably the double lines are ignored, but that the situation is better now that they are in place.' Their thoughts were that the lines should be extended toward the Lower end of Raddicombe Drive.

Cllr Hawkins asked the residents to submit changes if they felt any were necessary, so that these could be considered by HATOC for the next traffic order.

C/043/22 - To consider the possibility of holding a Parish Council Surgery in both Hillhead and Kingswear Wards (Lynne).

The option of holding surgeries in both wards was discussed, together with the possibility of finding a location in Hillhead to hold six-monthly Full Council meetings. Cllr Maurer to liaise with the Village Hall committee, to discuss a location for regular Parish Council surgeries and to ascertain the cost and the Clerk to contact the Caravan Club Site to establish whether they would have a suitable meeting venue.

C/044/22 - To note the Village Hall response in regard to the South Devon Police Hub Initiative (Clerk).

Anthony Mangnall MP, recently wrote to all local Parish and Town Councils regarding the setting up of Police Hubs in villages and towns. The hubs would be a place for officers to stop off at during their patrols across the area, as well as to engage with the community and to ensure that their officers have the necessary facilities to be able to undertake their duties.

The Board of Trustees of Kingswear Hall have written to Inspector Shardlow of the Devon and Cornwall Police, to advise that they would be happy to be part of the South Devon Police Hub initiative.

C/045/22 - To consider whether to commission a 'Gardening for Wildlife' booklet for Kingswear (Jonathan).

The Council approved the commissioning of a Gardening for Wildlife booklet for the Kingswear Parish. The Clerk to ascertain printing costs for approval by Councillors.

C/046/22 - To receive an update and agree future actions in regard to (Stephen):

i) Us Garden Replanting

Cllr Pearson has been in contact with Brownstone Grounds Maintenance and Sophie Philip in regards to the works required in preparation for the replanting of the Us Garden. A number of residents in the Village have also offered their help. A fund-raising event may be held to help fund the replanting costs

ii) Platinum Jubilee Bell

The structural survey is now complete and the Church are awaiting the report. Once this has been received, the Church then need to apply for faculty permission from the Diocese of Exeter. If faculty approval is given, FROST have agreed to fund raise for the cost of the Bell and installation.

C/047/22 - In regard to future community events:

i) To consider the setting up of an events committee with devolved responsibility (Stephen).

It was approved for an events committee to be set up (Members: Cllrs Hawkins, Webber and Pearson). The Clerk to produce a Terms of Reference document for approval at the next Full Council meeting.

ii) To consider a late Summer event to raise funds for the Jubilee Bell (Jonathan/Stephen).

Members of the new Events Committee to liaise with volunteer residents, to ascertain whether arrangements could be put in place in time for a late Summer event.

C/048/22 - Defibrillators (Clerk):

i) To consider the installation of a defibrillator for Nethway/Boohay/Kingston and associated costs.

Councillors agreed, that due to there being a defibrillator already in situ at Coleton Fishacre, it was not felt necessary for a further device to be installed.

ii) To consider maintenance responsibilities for existing defibrillators.

It was agreed for the Clerk to compile a Defibrillator Maintenance Policy to formalise existing arrangements, for approval at the September Full Council meeting.

C/049/22 - To consider the nomination of the Kingswear school building as an asset of community value (Jonathan).

The numbers of children enrolling at Kingswear's primary school are lessening each year and concerns were raised regarding its viability. It was noted that the Parish Council are providing support to the education authority in regard to advertising the school.

It was agreed for the Clerk to look into the process of registering the school building as an asset of community value with the local authority. The Council would then be informed if the property was listed for sale and could enact the Community Right to Bid, which gives them a moratorium period of six months to determine if they can raise the finance to purchase the asset.

C/050/22 - To agree attendance at the DALC AGM, Conference and Exhibition (Clerk).

It was agreed for Councillor Newcombe to attend the DALC AGM, Conference and Exhibition. The Clerk to make the booking via DALC - Cost £35 + VAT.

C/051/22 - To approve the renewal of Microsoft 365 for the Clerk.

The Council approved for the Clerk to renew their Microsoft 365 subscription with effect from July 2022. It was agreed to opt for the Microsoft 365 Business Standard Edition to include Microsoft Teams, which would then negate the need for an additional Zoom subscription resulting in an overall saving.

C/052/22 - In regard to moorings:

i) To approve cost for the replacement of the Waterhead Creek Lifebuoy Ring (Clerk).

The Council agreed to replace the Waterhead Creek lifebuoy and cabinet set at a cost of £ £153 + VAT.

ii) To discuss and agree future actions regarding the abandoned boats on Jubilee Park (Peter).

It was agreed for Cllr Maurer to liaise with the owner of the abandoned boats in order to arrange for their removal.

C/053/22 - To consider and approve quotes for the following (Clerk):

i) 2022 Tree Survey.

A quote in the sum of £895 + VAT, received from Dart Forest Trees for the Parish Council's 22/23 tree survey was approved by Councillors.

ii) Raddicombe Drive Noticeboard.

A quote in the sum of £1263 + VAT received from Arien Designs Ltd was approved as follows:

Oak noticeboard to house 6 sheets of A4 paper per door, Polycarbonate glazing with PVC pin board - £899 / To include routed headboard £95 / Delivery £269.

iii) Memorial Trees – Hillhead/Cemetery.

Item deferred to the September Full Council Meeting.

C/054/22 - To propose agenda items for the next Full Council meeting.

Councillors to notify the Clerk if they wish to add any further items to the September agenda.

C/055/22 – Urgent Items -For information.

None.

C/056/22 – CONFIDENTIAL AGENDA:

To consider and approve:

i) Clerk's request to reduce contracted hours from 30 to 20 with effect from October 2022.

The Council approved the Clerk's request to reduce their contracted hours from 30 to 20 with effect from 1st October 2022.

ii) Appointment of a 10-hour Asst/Deputy Clerk.

It was agreed to appoint to a 10-hour Deputy Clerk role, to replace the Clerk's reduction in hours.

iii) Rate of pay for Asst/Deputy Clerk.

The Deputy Clerk will be paid on the Local Government Service (NJC) Pay Scale LC1 (13-17).

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Meeting ended at 7.40 pm.

Minutes Approved: Councillor L Maurer – Chairman