

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Council Meeting held at the Sarah Roope Trust Rooms on**  
**Tuesday 13 March 2018 at 7.00pm**

*Present:* Councillor J Henshall – Chairman

Councillors: L Maurer (Vice Chairman), H. Newcombe, E Parkes, E Jones, M Trevorrow, L Payne, R Searle and District Councillor H Bastone.

*Apologies:*

Councillor Liz Essex, Councillor Jonathan Hawkins, Police Constable A Vaughan and District Councillor R Rowe.

In Attendance: Mrs Melissa Trudgill – Clerk to the Council

There were 4 members of the public present.

**C/144/18 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/145/18 – Declaration of Interests**

The Members were reminded that any changes to their Declaration of Interests should be notified to the Clerk.

***The Council Meeting was suspended to allow members of the public to ask questions and make representations to the Council:***

***Questions from the public:***

- Peter Pudduck asked whether the grant for the Neighbourhood Plan had been spent. £2000 will be spent on the planning consultant fees and the unspent remainder will be returned to Locality and then can be re applied for (see below in NP report).  
He also told the meeting that Dart Harbour have changed the river mooring dues – if the boat is under 4m, there will not be a charge for harbour dues. The owner will still need to register this exemption with the Harbour Authority and then will receive a brown sticker to display. If not displayed, the boat could be confiscated.
- A member of the public thanked the Snow Warden, Cllr Edward Jones for his efforts in the bad weather and the recent road sweeping. Drains have yet to be cleared. The Clerk reported that a company had been booked to undertake the works on 12<sup>th</sup> March, but they had not turned up. She will chase this immediately. Concern was raised about the type of weed spray South Hams might be using and the importance of it not being toxic to animals whilst being effective. The Chair and Clerk have a meeting planned with Honey Foskett and will ask her this question. The yellow grit bin on Higher Contour Road is now empty after the snowy weather. Cllr Jones has received a new supply of salt and will refill the bin.

***The Council will receive the following reports if available:***

***i. Devon County Councillor***

***Councillor Hawkins sent the following report:***

- *County Budget - Devon County Council Agreed the budget for 2018/19 in February. An increase in Council tax was set at 4.9%. An increase in the Highway Repair budget was increased by £6.5 million. This is on top of an increase in 2017/18 of £1.9 million.*
- *Beacon Road - A good meeting was had recently at Follaton. Present were: AONB Roger English, Devon County Ros Mills, Nick Wood and Annie Lovell from DALAG, Cllr Maurer from KPC, Dart Harbour Julian Distin. Apologies from Cllr Parkes. The two landowners concerning Beacon Road have an agreement that the cliff will be stabilised to the specification that Devon County Requires to reopen the path. This to be done by October. The actual amount required for the rest of the works is to be agreed and when we have this information fundraising will start. As it was previously agreed DALAG will be responsible for this.*

They will hopefully become a Charity in the next few months, so they/ we can claim Gift Aid. Ros Mills to provide DALAG with possible founders.

- *Natural England - At this meeting, we were told that they had had over 200 supporters concerning Lighthouse Beach. A public enquiry will be held in the near future. KPC will need to be represented with the loss of Mike Stevens and Paul Folca, I believe Julian Distin would be excellent to represent us. Kingswear Residents have access to Light House Beach by Right not permission. I am pleased that Mike Stevens' huge research is now in a safe place with the Clerk. These should stay with her and not be available. We must remember Cllr Henshall has previously said she will represent the landowner at any enquiry.*
- *Dart Estuary Forum - I have been asked to be the County Representative on this re-formed group and will attend the first meeting.*
- *Wood Lane - Since the last Parish Council meeting I have asked Highway Officer Neil Oxtan to re measure the width. I also asked if it were possible to paint the width restriction and access only on the road surface. Unfortunately, this is not allowed by Central Government, Neil does not understand either as he feels it would certainly help in areas such as Wood lane.*
- *Station Square - The parking boxes are to be retained as it is clearly helping pedestrians, push chairs and wheel chairs from having to walk in the road. A Keep Clear sign will be painted on the road by Easter. Central government allows this. I have asked for a yellow box to be considered.*
- *Resident Parking - A thank you must go to Cllr Payne and her working group on this project, but as we are now entering the final year of this Parish Council, would it not be an idea to consolidate the proposal to section of Higher Contour Road and Castle Road. I believe this is a scheme that could be funded, and which residents would support. We must remember KPC will have to fund this. The larger scheme has not been consulted on and I fear the objections could be large.*
- *Community Composting Project - Since the last meeting I have made a number of telephone conversations and emails to Officers at County Hall. Unfortunately, the Parish will have to pay for the planning consultation with Officers as well as the surveys that will be required. The Planning Officer has visited the site and has concerns. I would like to repeat my support for this project and have offered to become one of the volunteers. I will ask a question at the next Full County Council to see if schemes such as KPC can be granted a waiver of these costs, it seems silly to ask Communities to take ownership and then penalise them over advice. The Cabinet Member is Cllr Andrea Davis from Coombs Martin. We should all be working together. If this is unsuccessful, then I have offered £500 from our Locality Grant towards the costs.*
- *TRO - A Traffic Regulation Order will be consulted on in the months ahead with a proposal at the Winter HATOC just before Christmas. If the Parish or residents want any new Yellow Lines or even some taking out, please let us know.*
- *Slapton line - I was lucky to get a meeting with John Hart and Stuart Hughes early on the Monday morning after the storm. Officers were on site all the weekend to try and save as much as possible. Some big thanks should go to Sarah Wollaston MP in lobbying Central Government. I am obviously delighted that Central Government has offered £2.5 million to achieve the reopening as soon as possible. County still has a previous planning Approval for these works as are alignment is necessary. The War Memorial will now be moved to a safer position after the local Parishes have agreed a suitable site.*
- *Health and Well-Being Centre - At last week's Dartmouth Town Council meeting I requested that the Mayor calls a Public Meeting as there are many concerned residents on what is now being considered. This I believe is a priority.*
- *Snow warden - Contacted Lisa Edmonds when Edward ran out of salt. This I hope has been delivered. A big thanks to Edward for doing such a great job.*
- *Locality Grants 2017/18 - Last year I was pleased to be able to offer a Grant of £750 to Kingswear Rowing Club. Locality Grants 2018/19 - Happy to say that this year's Locality Fund has been increased via non-spent 106 funds to £20,000. This is on top of the £2,000 from South Hams.*

## **ii South Hams District Councillors** **Councillor Hawkins report included above.**

**Councillor Hilary Bastone** - reported that at the recent full council meeting, Cllr Pearce from Salcombe and himself had put a motion to council that a personal floatation device could be provided to all fisherman. The device can save lives in this dangerous industry, but the cost is prohibitive to the smaller fishing boats being able to afford them. Dart Harbour and Salcombe are going to support this scheme. 2018/2019 budget proposals - approved £5 increase in council tax per year.

Dartmouth Town Council is going to take on some of the assets from South Hams including Coronation Park. Hilary has been liaising with Cllr Payne over investigating the pre-planning permission fee for the Kingswear Composting Scheme and has concluded that this is DCC matter.

**Councillor Rowe sent the following report:**

**Report of South Hams District Council for February 2018.**

*The last few weeks have been taken up with concerns about setting the Council`s Annual Budget for 2018/19.*

*We had a very full day on Thursday 22nd February when it was the day for setting the budget for the next financial year. Some of the proposals that were considered have been approved and the District Council part of the C/Tax will be increase by £ 5.00 which is the max. It can go up by. Review of fees and Charges has taken place and other recommendations approved include an increase in car Parking charges of 2% and the withdrawal of the Weekly parking tickets.*

*The issue of the public Toilets is ongoing; no firm decision has been made. However, some will be offered to their local Councils, if the Councils do not want to take them on then as a last resort they may have to be closed However.S.H.D.C. Does not wish to close any toilet facilities. And Charging Machines will be installed in some well used properties.*

*The decision to cease accepting cash and cheques and payments would be by D/.D. S/.O. or by card was approved from the 1/04/2018 and this will bring a saving of £ 35.000 p.a... There are changes to the charges for Planning advice, preplanning and planning applications to bring the council in line with other councils. There is much more in the budget papers, but I have included some points which I think affect us as local residents. For those who are especially interested about the budget and its contents information is available both on line and on the Council`s Face book site.*

*Prior to the afternoon session we had an informal morning meeting, and this was taken up with sessions from the Community Safety Partnership Officers talking about: Subjects including the prevention of Child Sexual Exploitation and Abuse. Modern Day Slavery, Anti-Social behaviour. Alcohol and Drug Abuse. We then had a session on the Waste Service. There has been a working group going through all the services and comparing like with like in other Districts looking at design and frequency. This is ongoing and will be brought forward with recommendations at a Special Council meeting on Thursday 29th March. We also had a demonstration on personal Floation devices from the R.N.L.I. (Mr. David Coney) for the safety of Fisherman and how important it is for them to wear these devices and save lives.*

**iii Police Report:**

No report.

**C/146/18 - To resolve to approve the following minutes subject to any amendments:**

- i. Full Council Meeting – 13 February 2018
  - ii. Full Council Meeting – 13 February 2018 (Confidential)
  - iii. Planning Committee Meeting – 13 February 2018
  - iv. Planning Committee Meeting – 27 February 2018
- i. Amendment to Full Council minutes - Cllr Newcombe was present at the full council meeting on 13 February 2018.

**It was resolved to approve the Minutes.**

**C/147/18 – To consider and make a response to South Hams District Council on the following planning Applications:**

- 0321/18/FUL Proposal: Proposed covered outdoor seating area within the courtyard area of the café. At: Coleton Fishacre, Brownstone Road, Kingswear, TQ6 0EQ. Applicant: Mr. Andrew Kemp, Killerton House, National Trust.  
**SUPPORT**
- TREE APPLICATION - Work to Tree Preservation Order Trees Reference No: 0491/18/TPO Proposal: Implement a program of woodland management works in accordance with Kingswear Wood - Woodland management plan (04787 WMP Kingswear Wood; Aspect Tree Consultancy 2017) – plan period 15 years. Location: Kingswear Wood, Higher Contour Road, Kingswear, Devon.  
**SUPPORT** (Tree warden Alan Payne had looked at the management plan and recommended support).

**C/148/18 – To receive and update on the proposed Composting Scheme in Six Acre Field, Kingswear.**

Cllr Payne has circulated all the latest information re the pre-planning fee issue by email to all Members to keep them informed. The composting scheme is classified as a major development and because of this classification there is a pre-planning fee charge of £1200 and major schemes in AONB land are successful in getting planning permission only in exceptional circumstances. Nicky Bailey had informed Cllr Payne that the AONB will often support small schemes as it is line with their beliefs. It appears that DCC has re written their policy and pricing scheme and have not taken into consideration community compost schemes and that this approach is at odds with another DCC policy which actively tries to encourage community composting schemes. Norfolk actively encourage community green schemes such as this and will come and do a site visit for £85. It was suggested that the Council should write to the CEO and the leader of the council John Hart of DCC expressing concerns and explain the situation faced by a small community environmental scheme and requesting he intercedes. The letter should be copied to the MP. It was also reported that the Planning Officer had undertaken a site visit, so it was suggested that the Council write to her requesting her findings from the visit.

**It was RESOLVED that the Clerk will send these letters on behalf of the Council.**

**C/149/18 – To receive the Neighbourhood Plan Report from Councillor Parkes (General) and to discuss and approve the actions and any expenditure detailed in the following report.**

KNP Report to the Kingswear Parish Council 13<sup>th</sup> March 2018

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We decided to appoint Liz Beth as a planning consultant to work with us. She has already started work and has sent initial ideas that we reviewed in a meeting yesterday 12<sup>th</sup> March. She is going to complete the first part of her work by the end of March and because we do not have another PC meeting until April I am presenting her bill for this tax year tonight as per the conditions of our grant.

The £2000 will come from the grant money of £3600 that we were awarded for work with a consultant. The other £1600 will be returned to Locality and we can reapply for further funds in the new tax year. This is because this grant scheme is ending and another one starts in April. I will give the clerk all the relevant forms

We are hoping to have some open sessions to update and obtain feedback from residents around the beginning of May depending on the progress of the draft plan. Mr G Sowerby has again kindly agreed to us holding one of the sessions at Raddicombe Lodge to enable Hillhead residents to attend easily. These sessions have still to be planned and finalised.

I would like to ask if a link can be put on the Parish website to lead to the Neighbourhood plan web site? Is the PC site up and running and do people know about it?

We had a question raised about a walk-in clinic in the village this is on the agenda for this PC meeting for discussion.

A suggestion was made that the US garden is also included in the Local Green Space Designation. If this is found to be appropriate do the Parish support this?

Expenses:

Hire of village Hall 15<sup>th</sup> Feb (not used to be carried over to 12<sup>th</sup> March) £14

Liz Beth Planning Consultant £2000.

**C/150/18 – To appoint a member of the Parish Council to liaise with the AONB reference the Peninsular Access Plan.**

**It was RESOLVED that Cllr Henshall and Cllr Newcombe represent Kingswear Parish Council on this group.**

**C/151/18 – To discuss the establishment of a walk-in session in the village with a nurse.**

Cllr Parkes suggested to the Council as a trial scheme, that 2 local GP surgeries could be written to, requesting that they hold a flu clinic in Kingswear at an established social group such as the 2-4 Club. This would also fulfil the requirement of any medical staff avoiding a lone working situation. If this was well supported and proved viable then perhaps a regular clinic could be arranged.

**It was RESOLVED that the Clerk send the letter drafted by Cllr Parkes to the local GPs.**

**C/152/18 – To discuss a formal arrangement with the Historians regarding the shared usage of the archive room and the ongoing payment for the facility.**

Carolyn Williams had requested that the Council discuss the current arrangement between the Historian Society and the Parish Council for their use and payment of the archive room in the village hall. Cllr Trevorror reported that the Historians have folded but still have a bank account and suggested that each organisation pay half of the quarterly fee until the Historians' Bank account has been exhausted. Cllr Henshall requested that the contents of the Archive Room be catalogued so that the Parish Council can ensure that they keep track of all their documentation. If there is no Historian Society then the Council could be the custodian of the history archives.

**It was RESOLVED that Cllr Trevorror would try and make contact with Mike Bayliss who had been in charge of the Historians' bank account and discuss the payment situation with him and liaise with Carolyn Williams.**

**C/153/18 – To discuss the Kingswear Big Beach Clean Up**

This event had been postponed because of the snow. A future weekend will be arranged, tide dependent.

**C/154/18 - To Resolve to approve the Expenditure of the Council for the period 06 February 2018 – 13 March 2018 see attached.**

**It was RESOLVED to approve the budget.**

**C/155/18 – To approve the Precept Budget**

**It was RESOLVED to approve the precept budget.**

**C/156/18 – To discuss the proposal of a Kingswear Parish Council Newsletter.**

Cllr Maurer proposed that the publication/distribution of the newsletter should be twice a year initially. There was hope that this could be increased at a later date but bi-annually would be the starting point.

**It was RESOLVED that Cllr Maurer would get a quote from AC Print to compare with the one from Manor Print and then bring to a future meeting.**

**C/157/18 – To have an update on the current situation with the defibrillators.**

David Edwards had given an update to the Clerk of the current situation. He had met with the electrician who had removed the defibrillator from the box in the village, whilst further investigation continues as the Council have a contract with the Heartbeat Trust for this box, from whom it was adopted. The one at Hillhead remains as was. He had received responses from St John Ambulance to his enquiries. Cllr Maurer had spoken to Martin Fagan. Cllr Henshall suggested that one of the options forward might be for the Heartbeat Trust to readopt the box back. The defibrillator which had been removed could be installed at a different location e.g. in the box on the Higher Contour Road. A resident had kindly cleaned the phone box and has tried to remove the grey paint within the box.

**It was RESOLVED that Cllr Maurer, Cllr Henshall, the Clerk and David Edwards should hold a meeting to firm up some definite proposals for the next full council Meeting, so a solution could be found.**

**C/158/18 – To discuss the hedge and closed churchyard issue as requested by Kingswear Parochial Church Council.**

Kingswear PCC had asked the Council to discuss the issue with the boundary wall where the hedge is dying. They had suggested putting up railings on top of the wall but there was concern amongst the Members that the existing wall was not strong enough to sustain this (stones had fallen from the top of it) and railings are an expensive up-front cost with ongoing maintenance costs. There is also concern that remains are buried quite close to the boundary hedge/wall so this matter must be dealt with carefully and sensitively.

**It was RESOLVED to plant new hedging (and feed it to encourage good growth) where the existing hedge is dying as a less expensive option and one which is in keeping with the existing boundary. The wall should be inspected and perhaps surveyed to consider how it can be strengthened and this will be discussed at the next General Purposes Committee.**

**C/159/18 – To discuss a Kingswear celebration of the Royal Wedding on Saturday 19 May.**

The Council briefly discussed the possibility of holding a celebration for the forthcoming Royal Wedding but there was little interest in organising anything.

**C/160/18 – To receive an update from Councillor Payne on the plans for a new orchard.**

The suggested place for the Orchard is above the lime kiln in the first allotment area and the planting will need to be done in November. Cllr Payne will ask Peter Shaw from Dartmouth Community Orchard to come and see the site and offer advice. Volunteers will need to be recruited. Cllr Henshall has emailed Stevie Rogers (Chairman of the Green Partnership) following a request from the Jubilee Park Working Group for her input. The Jubilee Park Working Group had agreed that it would be beneficial to have a 10 year management plan for Hoodown wood and jubilee park. Quotes will need to be obtained for these to be undertaken, but Pip Howard, a silviculturist and tree warden of Totnes has offered his services in exchange for a donation to the Devon Tree Wardens. He would also teach people about the trees whilst he was there.

**It was RESOLVED that Cllr Payne would engage Pip Howard in undertaking a management plan in return for a donation, being the most cost-effective way of achieving the management plan.**

**C/161/18 - To discuss the option for the Council to implement the Road Warden Scheme and to investigate how the scheme will be financed and resourced to ensure sustainability of the scheme**

Cllr Maurer reported that despite the Clerk registering Cllr Jones and herself in the road warden scheme they still not had received the link to enable them to undertake part one of the course which is done online. The Clerk will send an email to remind the link to be sent to the two Councillors.

**C/162/18 – To receive and update on how the snow warden managed in the recent inclement weather and suggest ideas to aid the snow warden in emergency situations.**

The meeting thanked the Snow Warden Cllr Edward Jones for his hard work and initiative in the recent snow. There had been an issue with the salt/grit getting stuck in the machine as it had absorbed a lot of moisture since the last time it had been needed. In addition, accessing the gritter machine at the cemetery in itself had proved troublesome. Cllr Jones will now keep the machinery and salt in a secure and dry place on his property where it is easily accessible. A regular delivery of salt will be delivered to Cllr Jones so he can build a stock and Cllr Jones' neighbours will also store a pallet of salt.

**C/163/18 – To receive an update on the Brixham Lengthsman.**

The Clerk had contacted Linda at Brixham Town Council and she had suggested 10 hours a month (2 five-hour days), which is in line with the Council's requirements and would suit the Lengthsman and BTC. She asked for a list of jobs which Kingswear Parish Council might require the Lengthsman to do and she had drawn up a draft Service Level Agreement to take to their finance committee for approval.

**C/164/18 – To set a date for the next General Purposes and Finance Meetings and the option to arrange a Councillor Training Session.**

The Council will discuss future training sessions at a later date.

**Planning Committee Meeting – Tuesday 10 April 6pm (site meeting Monday 9 April 6pm)**

**Full Council Meeting – Tuesday 10 April 7pm**

**Finance Meeting – Wednesday 18 April 6pm**

**General Purposes Committee Meeting – Wednesday 18 April 7pm**

**Planning Committee Meeting – Tuesday 24 April 6pm**

**Jubilee Park Working Group Meeting – Tuesday 24 April 7pm**

**C/165/18 - 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. (Staff matters)**

*The Meeting ended at 22.05*

**Minutes Approved:**

.....Councillor J Henshall – Chairman