



Kingswear Parish Council

Parish Clerk: Sue Balsdon, 9 St Matthews Road, Torquay, TQ2 6JA Tel: 07863 22703
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23rd September 2022

Dear Councillor

You are hereby summoned to attend a Meeting of the Council to be held in the Village Hall (Lower Room) on Wednesday 28th September 2022 at 7.00pm.

Press and Public Welcome

- 1. 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. 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:

- Devon County Councillor
- South Hams District Councillors
- Police
- Sustainable Kingswear

The Council will reconvene to discuss the following items:

4. To make comment to the Planning Authority with regards to the following planning applications (Hector).

- Ref:** 2408/22/FUL **Proposal:** Five-year consent for siting a caravan to be occupied by the applicant during the course of the barn conversion to form a dwelling **Site Address:** Ocean Farm, Hillhead, TQ5 0EX.
- Ref:** 2987/22/VAR **Proposal:** Application for variation of conditions 2 (approved plans) and 5 (landscaping) of planning consent 1645/21/VAR **Site Address:** Land at SX 8847 5098, Redoubt Hill, Kingswear, TQ6 0DA

5. To consider and agree response: Torbay Council Public Consultation - Draft update of the Planning Contributions and Affordable Housing Supplementary Planning Document (Clerk).

6. To resolve to approve the following minutes subject to any amendments:

- Full Council Meeting – 13/07/22.
- Finance Committee Meeting – 20/07/22.

7. Financial Matters (Clerk).

- To resolve to approve the expenditure of the Council for the period 01/7/22 – 31/08/22.
- To present for review the month end finance report and bank reconciliation as at 31/08/22.
- To ratify budget adjustments proposed at the Finance Committee meeting held on 20/07/22.

8. Audit (Clerk).

- To receive and note the External Auditor Report and Notice of Conclusion of Audit for 21/22.
- To consider option to opt out of the SAA central external auditor appointment arrangements.
- To receive an update in regard to the provision of Internal Audit Services 22/23 – IAC Audit &

Consultancy Ltd.

- 9. To review bank signatory arrangements in regard to internet banking users** (Clerk).
- 10. To resolve to approve Scheme of Delegation decisions made 13/7/22 to 22/09/22** (Clerk).
- 11. Chairman's Report.**
- 12. To consider whether to obtain paper copies of the 'Gardening for Wildlife' booklet** (Jonathan).
- 13. To receive an update in regard to the Platinum Jubilee Bell project and to approve transfer of funds.** (Stephen/Clerk).
- 14. To discuss recent issues regarding the cleaning of the Lower Ferry toilets and agree future actions** (Jonathan).
- 15. To discuss and agree arrangements for:** (Clerk):
 - ii) Remembrance Day Service.
 - ii) Bonfire/Fireworks Event.
 - iii) Christmas Lights / Switch-On Event.
- 16. To agree date for the Parish maintenance review** (Clerk).
- 17. To note the outcome of the Parish Council's expression of interest to Highways Management, for a 20mph speed limit for Kingswear** (Clerk).
- 18. To consider and agree a representative for the Police and Crime Commissioner's Councillor Advocate Scheme** (Clerk).
- 19. To receive an update in regard to holding a future Full Council meeting at Hillhead** (Clerk).
- 20. Staffing** (Clerk).
 - i) To receive an update in regard to the National Joint Council Salary Award 2022/23.
 - ii) To approve an office equipment budget for the new Deputy Clerk.
- 21. Cemetery** (Lynne):
 - i) To consider a memorial garden.
 - ii) To approve the creation of a framed area in the Chapel for photographs of loved ones.
- 22. Moorings** (Clerk):
 - i) To receive an update in regard to the replacement of the Lifebuoy Rings for Waterhead Creek / Parish Pontoon.
 - ii) To consider a reduction in the number of moorings on the Parish Pontoon.
 - ii) To consider the letting of WHC Numbers 17 to 27.
- 23. To consider whether to plant memorial trees and agree possible locations.**
- 24. To propose agenda items for the next Full Council meeting.**
- 25. Urgent Items – For information.**

By Order of the Council

Sue Balsdon

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Clerk to the Council

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

NB - Minutes for all meetings are available on the Council Website www.kingswearparishcouncil.gov.uk or copies can be obtained from the Clerk (Email: kingswearclerk2017@outlook.com or Tel: 07863 227031).