

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Council Meeting held remotely via Zoom**  
**on Wednesday 13<sup>th</sup> May 2020 at 6.00pm**

**Present:** Cllrs L Maurer (Chairman), B Longland, J Hawkins, G Webber, P Burnell, E Jones, P Pudduck

**In Attendance:** Miss Sue Balsdon – Clerk to the Council.

No members of public present.

**C/001/20 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/002/20 – To receive any apologies for absence from the Meeting.**

Cllrs H Newcombe, J Hacking, S Smith.

**C/003/20 - 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:***

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

**i) Devon County Councillor - Jonathan Hawkins:**

'Who would have thought at the beginning of this year, that the current crisis could have happened and changed all our lives forever.

Firstly, I would like to thank all the organisations in our community who are working so hard in looking after our most vulnerable - Dartmouth Community Chest, TQ6, Dartmouth Caring, Dartmouth Food Bank, The Flavel Pantry and Dartmouth Rotary. We are indeed very lucky to have such a dedicated and willing group of volunteers.

For the next few months, as a small way of help, I have given my South Hams Allowance to Dartmouth Community Chest and Dartmouth Caring.

A thank you goes to all the nurses and doctors of our excellent NHS and local district nurses and carers for their dedication at this unprecedented worrying time, working day after day looking after us all.

As a volunteer at the Food Bank, it is clearly evident of the need to offer help and assistance.

I would like to thank all the Ferry crews of both Higher and Lower Ferry for keeping our communities connected and also the staff of South Hams Contractor at FSS for maintaining our waste and recycling.

Devon County Council are running very much as closely as possible to normal. All Council and Scrutiny meetings are continuing, except School Transport Appeals. These are all being held remotely, with staff working from home. South Hams are also working remotely and have already held 2 Full Councils with future Council, Scrutiny and Audit planned dates have been set up to July. Annual Councils have been cancelled until May 2021 at both County and District.

South Hams have contacted all businesses concerning the Business Rate Grants twice and over 75% have been paid out. Corona Virus grants are also available to help organisations, charities assisting our communities.

South Hams have also been pro-active regarding the Homeless and are ensuring our most vulnerable are offered help and a safe home.

I spoke to Tina Graham of Dartmouth and Kingsbridge Academies last week - Up to 50 pupils are being educated at the Academy each day for those families who are working in the front line. She assured me that all families who receive free school meals, have been contacted by letter ensuring they know that vouchers are available to buy food from Sainsbury's.

South Hams have provided two Officers to look after the Dartmouth Area, concentrating on local issues during the crisis and I know they have been in contact with Charlie and offered help and advice if you require it. They are Graham Swiss and Rob Ellis.

Devon County have not been policing yellow lines, since the lockdown and this will continue until it ceases, so the normal summer restrictions are not in force at the moment. Anyone causing an obstruction may still be fined.

South Hams Car Parks are also free during the crisis. The South Hams Council car park permit review has been postponed, following the consultation over the winter (Dartmouth Town Council made no comments). Proposals from this first consultation was to go out again, but this will now happen after the current situation finishes. I would urge you to make your views known please.

I have reported two items of concern to Chris Booty, Head of enforcement at SHDC - These are Jawbones and at Waterpool Road.

There have been a number of issues concerning trees recently. One at Seymour Drive and the other at Capton, Dittisham. These have been reported to SHDC and the tree Officers have been on site and the landowners contacted.

Devon County Highways remain working and are doing all they can during the current restrictions. Lisa Edmonds, our Neighbourhood Highways Officer, is working hard both from home and visiting sites as required.

I understand the planning Application for the Health and Well-being Centre should be put in within the next few weeks.

The Fleet (River view), is I believe now open and providing Dartmouth and surrounding parishes with a much-needed nursing home.

On a brighter note, we celebrate the 75th Anniversary of VE Day on Friday, which of course is a bank holiday. I have contacted BRNC to see if they can relay the Royal British Legion National sing a long at 9 pm, over their parade ground speakers - Hopefully they can help.'

## **ii) South Hams District Councillors**

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

**iii) Police** – None.

**iv) Residents Parking** – None.

## **v) Neighbourhood Plan:**

Kingswear Parish Council approved the Neighbourhood Plan, at their meeting on the 11th of March 2020 and this has now been submitted to South Hams District Council.

SHDC are responsible for the next stage of the plan and the Neighbourhood Plan Group will ensure the Council are kept up to date with its progress.

There were no expenses incurred this month.

### ***The Council will reconvene to discuss the following items:***

**C/004/20 - To resolve to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings until May 7<sup>th</sup> 2021 or the repeal of legislation, whichever is the earlier.**

The Council resolved to adopt the supplementary standing orders, to meet the statutory requirements for the holding of remote meetings.

**C/005/20 - To consider whether to continue without an Annual Council Meeting in 20/21 or to set a date for a meeting later in the year.**

In line with DCC and SHDC, the Parish Council agreed to continue without an Annual General Meeting in 20/21.

**C/006/20 - 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 – 11<sup>th</sup> March 2020.**
- ii) Full Council Meeting (Confidential) – 11<sup>th</sup> March 2020.**
- iii) Planning Minutes – 11<sup>th</sup> March 2020.**

It was resolved to approve the minutes without amendment.

**C/007/20 - To resolve to approve schedule of Council decisions made during period of Covid-19 restrictions.**

It was resolved to approve the schedule of Council decisions, made during the period of Covid-19 restrictions.

**C/008/20 - To make comment to the Planning Authority with regards to the following planning applications:**

i) **Ref:** 0343/20/FUL **Proposal:** Erection of two dwellings (Variation to approval 2202/19/VAR) (Part Retrospective) **Site Address:** Tanglewood, Higher Contour Road, Kingswear.

**SUPPORT**

ii) **Ref:** 0662/20/FUL **Proposal:** Conversion of existing barn to form single storey dwelling **Site Address:** Proposed agricultural dwelling at SX 907, Raddicombe Drive, Hillhead.

**SUPPORT**

iii) **Ref:** 0981/20/HHO **Proposal:** Householder application for removal of failing external cement render and replacement with new cladding **Site Address:** High Gables, Ridley Hill, Kingswear, TQ6 0BY

**SUPPORT**

iv) **Ref:** 0758/20/HHO **Proposal:** Householder application for dormer loft extension with new gable end to side building and ground floor extension to rear **Site Address:** 88 Raddicombe Drive, Hillhead, TQ5 0EZ

**SUPPORT**

v) **Ref:** 1196/20/FUL **Proposal:** External alterations to dwelling **Site Address:** Christmas Place, Milton House, Lower Contour Road, Kingswear, TQ6 0BA

**SUPPORT**

**C/009/20 - Financial Matters:**

i) **To resolve to approve the expenditure of the Council for the period 01/03/20 – 30/04/20.**

It was resolved to approve the expenditure of the Council for the period 1<sup>st</sup> March to 30<sup>th</sup> April 2020.

ii) **To resolve to approve payment via internet banking for May Invoices.**

It was resolved to approve payment via internet banking for the Council's May Invoices.

iii) **To present for review – Year End Finance Report and Bank Reconciliation as at 31/03/20.**

The income & expenditure report and bank reconciliation for year ending 31<sup>st</sup> March 2020 was reviewed by Councillors.

iv) **To present for review – Month 1 Finance Report and Bank Reconciliation as at 30/4/20.**

The income & expenditure report and bank reconciliation for month ending 30<sup>th</sup> April 2020, was reviewed by Councillors.

**C/010/20 - To receive the Chairman's report.**

The Parish Council have set up a volunteer support group, to offer assistance to our older and more vulnerable residents, who have been advised to self-isolate, during the COVID-19 outbreak. The Council is liaising with other support groups in the village, to ensure all those that require help, are receiving it.

**C/011/20 - To discuss and agree future actions regarding the 2020 presentation of the Kingswear Award.**

Due to the current Covid-19 restrictions regarding social distancing, the 2020 Annual Parish Meeting has been cancelled. The presentation of the Kingswear Award will therefore have to be delayed until the next meeting in 2021.

**C/012/20 - Website Accessibility – To discuss and agree future actions.**

The Clerk advised that there all public sector websites must comply with the WCAG2.1 AA accessibility standard. The first step towards meeting the accessibility requirements, is to evaluate how accessible the Parish Council website is. An accessibility statement then needs to be published by 23<sup>rd</sup> September 20, to advise how and when the Council plans to improve accessibility on its website.

It was agreed further research was required, before any decisions could be made regarding how the Council is able to comply with the accessibility requirements.

**C/013/20 - Amenities & Environment - To discuss and agree future actions for:**

i) **Septic Tank Cemetery Lodge**

The Council have been advised that the septic tank soak-away, in the Cemetery has been damaged by

tree roots. The Clerk to contact local contractors, to assess whether the soak-away is able to be repaired or whether the system needs to be replaced.

**ii) Jubilee Park – Pedestrian gate self-close spring / repair to the vehicular gate.**

Cllr Burnell to assess both gates and report back, at a future meeting.

**iii) Hanging baskets / Half barrier baskets.**

A quote in the sum of £348, for the planting of the hanging baskets, was approved by Councillors. Sponsorship of the hanging baskets will be advertised via the Council's Facebook page.

**iv) Drains & Gullies**

The Council booked Glanville's for a two-day clean in April, but this was postponed due to the Covid-19 restrictions. It was agreed to delay re-booking the clean, whilst the restrictions are still in place, as it was felt that it would be unlikely that we could clear the necessary number of cars, in order to have a successful clean.

**v) Churchyard wall railings / Wall above grave area**

Various options for a permanent barrier along the churchyard wall were discussed. The Parochial Church Council have written to the DAC, to ask what they would accept as a permanent barrier and are awaiting a reply.

Approval was given, to allow access to the Churchyard, so that a nearby resident is able to cut back overgrown foliage along the perimeter wall.

**vi) Us Garden – Repair to wall & planting**

It was agreed for a quote to be obtained to repair the Us Garden Wall.

**vii) Lengthsman**

The Council's Lengthsman, who is provided by Brixham Town Council, retired in March. Unfortunately, due to the Covid-19 restrictions, BTC have not yet been able to recruit a replacement. It was therefore agreed for the Clerk and Chairman, to obtain quotes from SHDC and local contractors, to cover the work ordinarily undertaken by the Lengthsman.

**viii) Refurbishment / Redecoration approved, but not yet carried out due to Covid-19 restrictions**

Quotes for the refurbishment to the exterior of Cemetery Lodge, for the Cemetery gate and railings and for the red phone box in Lower Contour Road have previously been approved by the Council. The Clerk to contact the contractors, to establish an anticipated start date for the works to commence.

**ix) Jubilee Park - Abandoned Boats & Trailer**

The necessary notice has now been given, with regards the abandoned boats and trailer in Jubilee Park. The Clerk to contact those who have previously shown an interest in acquiring the abandoned craft, to advise of their availability.

**x) Interactive Speed Sign**

The interactive speed sign on Brixham Rd has been assessed and is unable to be repaired.

**C/014/20 - To propose agenda items for the June 20 Full Council meeting.**

Septic Tank; Standing Orders; Website Accessibility.

**C/015/20 - Urgent Items – For information.**

None.

By Order of the Council

*Sue Balsdon*

Sue Balsdon  
Clerk to the Council

***The Meeting ended at 7.45 pm.***

**Minutes Approved:** ..... Councillor L Maurer – Chairman