

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held remotely via Zoom
on Wednesday 10th June 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/016/20 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/017/20 – To receive any apologies for absence from the Meeting.

Cllrs H Newcombe, J Hacking, S Smith.

C/018/20 - 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:

'Both at County and South Hams, Council Meetings are continuing, as both Councils try to keep up to date with the daily lockdown changes that Central Government announce. County are particularly concerned with the well-being and protection of children and vulnerable people. With lockdown and the continued social distancing, these services are adapting to ensure our residents safety comes first.

Schools, as we know have now re opened and changes to classrooms and staff safety, have been paramount. Parents can keep their children at home, if they feel that there are safety concerns or that it is best for their families.

South Hams and Devon County have been allocated money from Central Government to pass onto businesses, to help them over this period. SHDC's most recent allocation, has been £2.3 million Discretionary Grants to help those businesses that have not been covered by previous grants. South Hams are working with all other Districts to provide a Devon Wide scheme, which are aimed particularly at Marine businesses and those that have no land-based facilities.

The Government have also given South Hams £78,000 to help redesign town Centres temporarily to help with social distancing, widening pavements etc.

The Department of Transport have realised an emergency fund of £250 million for active travel - Devon's share is £338,000. This is for quick wins, installing segregated cycle lanes and widening pavements.

On a better note, for rural areas such as ours, the Government has confirmed that the allocated £27 million for Devon announced in the Autumn 2019 budget is still available. This will be spent on repairs, resurfacing roads and work to prevent potholes.

I have also spoken recently to our local Police concerning second homes, holiday let's. If you know of anyone who should not be living in a second home or a holiday let, that has visitors please report it to the Police as they should not be here and certainly not staying over-night. The police will visit, warn the offenders and return the next day and give them a fine; if they have not gone by the second day the fine will be doubled

We have been lucky locally so far and we must do all we can to protect our communities.

ii) South Hams District Councillors

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

iii) Police – None.

iv) Residents Parking – None.

v) Neighbourhood Plan:

South Hams District Council have opened their consultation on the KNP group's submitted plan. It will run from 1st June to 13th July 2020. At the request of SHDC, the group have put up 15 posters advertising the consultation around the Parish. The KNP group have also contacted all residents and landowners who responded to the Reg. 14 consultation to inform them about this further consultation. The parish clerk has a hard copy of the plan to be made available if necessary, subject to Covid-19 guidance.

View details of the plan and how to comment on the following websites:

<https://www.neighbourhoodplanning.swdevon.gov.uk/kingswear> or

<https://kingswearneighbourhoodplan.co.uk/> or

<http://www.kingswearparishcouncil.gov.uk/neighbourhood-plan.html>

The Council will reconvene to discuss the following items:

**C/019/20 - 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 – 13th May 2020.

It was resolved to approve the minutes subject to amending the location and time of the meeting, from 'Village Hall (Lower Room) 7pm' to 'Remotely via zoom 6pm'.

C/020/20 - To make comment to the Planning Authority with regards to the following planning applications:

- i) **Ref:** 1138/20/HHO **Proposal:** Householder application for construction of raised glass balustrade/balcony above existing porch **Site Address:** 6 Raddicombe Close, Hillhead, TQ5 0HB

SUPPORT

- ii) **Ref:** 0661/20/FUL **Proposal:** READVERTISEMENT (Revised plans received) Proposed alterations to first and second floor balconies **Site Address:** Apartments 1 & 2 Oceana Apartments, Higher Contour Road, Kingswear, TQ6 0DE

OBJECT – Further invasion of privacy.

- iii) **Ref:** 3265/19/HHO **Proposal:** Householder application for replacement of an existing curtilage building to provide ancillary accommodation to Coombe Cottage **Site Address:** Annexe to Coombe Cottage, Bridge Road, Kingswear, TQ6 0DZ

OBJECT – The appeal decision for application 2029/17/FUL, noted that the proposed building would be tantamount to the construction of a new dwelling in the Countryside, which would erode the rural character of the area. The Council felt these comments could equally be applied to the new application.

- iv) **To consider the Council's response regarding the 'Appeal to the Secretary of State following refusal of planning permission' Ref:** 0842/17/FUL **Site Address:** Ashleigh House, Fore Street, Kingswear, TQ6 0AD

The Council confirmed their previous objections to planning application 0842/17/FUL, still stand. It was not thought necessary to re-iterate the objections to the Secretary of State, as all comments made at the application stage are forwarded to the Planning Inspectorate.

Please Note: Cllr Jonathan Hawkins did not participate in discussion for the above planning applications.

C/021/20 - Financial Matters:

- i) To resolve to approve the expenditure of the Council for the period 01/05/20 – 31/05/20.**

It was resolved to approve the expenditure of the Council for the period 1st May to 31st May 2020.

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

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

- ii) **To present for review – Month End Finance Report and Bank Reconciliation as at 31/05/20.**
The income & expenditure report and bank reconciliation for month ending 31st May 2020 was reviewed by Councillors.

C/022/20 -To receive the Chairman’s report.

The Chairman has contacted Torbay Council Highways, with regards the deer which are being run over on the stretch of road from Gliddon Ford, down to Kingswear roundabout. Cllr Maurer has requested for signs to be installed, to alert drivers that there is a high possibility of encountering deer along this stretch of road and for the need to slow down.

A contractor road marking on Higher Contour Road advised that the road was due to be resurfaced in November, but this has yet to be verified with Devon Highways.

C/023/20 - Website Accessibility – To receive an update and agree future actions.

The National Association of Local Councils, have sent out a website accessibility publication, which explains the steps Parish & Town Councils need to take in order to be compliant with the accessibility regulations. By the 23rd September 2020, the Council need find somebody to evaluate their website, establish the cost and time to carry out any remedial work and publish an accessibility statement.

The Shaw Trust have carried out a basic evaluation of the Council’s website and have advised that 76% of the pages have accessibility issues. The IT consultant who set up the Council’s website, has said there are many issues that need addressing in terms of accessibility and that it would take considerable time to assess the website and make the necessary changes.

It was agreed that rather than try to adapt the existing website which could prove costly, the Clerk should obtain 3 quotes for a new website which already offers full compliancy to the WCAG 2.1 and GDPR guidelines.

C/024/20 - To review and adopt the Standing Orders for Kingswear Parish Council.

The following amendments to the Council’s standing orders were approved:

- 1) Page 5 3i – Remove ‘and stand when speaking except when a person has a disability or is likely to suffer discomfort.’
- 2) Page 7 3x – Change ‘A meeting shall not exceed a period of 2 ½ hours’ to 2 hours.
- 3) Page 8 5e – Remove ‘Unless the position of Chairman is unopposed, no Councillor can be elected as Chairman for more than two years, during the four-year term of office.’
- 4) Page 21 a Planning Committee – Add ‘All members of the Council will be deemed a member of the Planning Committee unless also a District Councillor.’

C/025/20 - To consider the SHDC Consultation about Public Space Protection Orders and agree future actions.

Cllr Hawkins advised that a public consultation is being run from 1st June 20 to 31st July 20 with regards Public Space Protection Orders for dog control in the South Hams District.

Further information regarding the consultation can be found using the following link:

<https://southhams.gov.uk/article/7005/Dog-Control-Consultation-Have-Your-Say>

If residents wish to share their thoughts regarding dog control in the district, they can either contact the Environmental Protection Team at pspoconsultation@swdevon.gov.uk or by post to the Environmental Protection Team, South Hams District Council, Follaton House, Plymouth Road, Devon, TQ9 5NE

C/026/20 - To consider whether to re-open the Lower Ferry public toilets and agree future actions.

The Lower Ferry toilets have been closed since March, due to the Covid-19 outbreak. The government has now lifted some of the Covid restrictions and South Hams District Council are in the process of reopening their toilets.

The reopening of the Kingswear toilets, will be dependent on whether the cleaning contractor has the capacity to be able to clean the toilets twice per day, in line with new government guidance. The Council are liaising with SHDC, to address any health & safety issues relating to Covid, prior to reopening.

C/027/20 - To consider and approve Clerk study leave for the CiLCA qualification.

The Council agreed for the Clerk to work their contracted hours Monday to Thursday, in order that Fridays could be utilised for CiLCA study.

C/028/20 - Amenities & Environment:

i) To receive an update regarding:

Septic Tank Cemetery Lodge

The Cemetery Lodge septic tank has had to be emptied several times in the last 12 months. The contractors emptying the tank have highlighted issues with the soak-away and also that there was 'poor evidence of the system surcharging at inlet'.

Cllr Jones to liaise with local contractors, to assess whether the septic tank and soak-away can be repaired or whether the system needs to be replaced.

Hanging baskets / Half barrier baskets.

The hanging baskets and half barrier baskets are now in situ throughout the village. All baskets have been sponsored by residents and businesses within Kingswear and Hillhead.

Abandoned Boats & Trailer.

Two boats and a trailer located in Jubilee Park, have been identified as being abandoned. As per the Council's abandoned boat policy, notices have been placed on the craft and all efforts made to trace the owners have been unsuccessful. The Council will now either sell, scrap or otherwise remove the abandoned craft, as they see fit and appropriate.

Refurbishment / Redecoration Cemetery Lodge and Cemetery Gates & Railings.

The Clerk advised that the redecoration of the exterior of Cemetery Lodge is scheduled for mid to late June and the redecoration of the Cemetery gates and railing is in progress.

ii) Lengthsman Contract – To consider and approve new terms of employment.

The revised Lengthsman contract was reviewed by Councillors and approved. The lengthsman's hours will be increased from 10 to 16 per month and will be paid at a rate of £18 per hour. Brownstone Grounds Maintenance have been appointed to the vacant position on a self-employed basis.

iii) To consider sign for Parish Pontoon Gate.

In order to improve safety on the Parish Pontoon, it was agreed for Cllr Pudduck to have a sign made up for the access gate, to advise that 'Life Jackets should be worn at all times on the Pontoon'.

C/029/20 - To propose agenda items for the July 20 Full Council meeting.

Website Accessibility; Re-opening of the Lower Ferry Toilets; Replanting in Jubilee Park and the Us Garden; Consideration of quote to rebuild the Us Garden Wall and to lay a base for the Canon.

C/030/20 - Urgent Items – For information.

None.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Meeting ended at 7.40 pm.

Minutes Approved: Councillor L Maurer – Chairman