

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Full Council Meeting held at the Hillhead Caravan & Motorhome Club**  
**on Wednesday 9<sup>th</sup> November 2022 at 7.00pm**

**Present:** Cllrs L Maurer (Chairman), J Hawkins, G Webber, P Pudduck, E Jones, S Pearson, H Newcombe

**In Attendance:** Clerk not in attendance.

Members of public present: 3

**C/099/22 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/100/22 – To receive any apologies for absence from the Meeting.**

Cllrs P Burnell, B Longland

**C/101/22 - 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) County Councillor**

Cllr Hawkins advised of the difficulties Devon County Council are facing financially; the increasing demand on services, especially within adults and children's social care, and a dramatic rise in costs to deliver those services, and inflation.

Before the summer, they revealed a black hole in their finances for this year, due to surging demand for help and support for vulnerable children and adults, the continuing costs of the pandemic, and the dramatic rise in costs and inflation.

They have to, by law, balance their books each year, which means when costs rise, they must find equivalent savings in their budget elsewhere. They have to save about £73 million this financial year and are already making £36 million savings, but still have to find a further £37 million savings before the end of March 2023.

Devon County Council are lobbying the Government directly, calling for financial support and continue to review all of their services.

**ii) South Hams District Councillors**

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

**iii) Police**

None.

**iv) Sustainable Kingswear**

The Sustainable South Hams group is an active and helpful group. Members of Sustainable Kingswear have recently attended workshops in regard to living churchyards and composting, with a view to implementing recommendations within the Parish.

Sustainable Kingswear have also identified three sites within the Parish which could possibly be used for local renewable energy generation and the necessary applications have been completed.

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

**C/102/22 - In regard to the vacant Councillor post:**

**i) To resolve to co-opt applicant.**

The Council resolved to co-opt Thomas Burnell to the vacant Councillor post.

**ii) To receive Declaration of Acceptance of Office form.**

The Clerk to send a copy of the Declaration of Acceptance of Office and the Register of Interest forms to Thomas Burnell for completion.

**C/103/22 - To make comment to the Planning Authority with regards to the following planning applications (Hector).**

Cllr Hawkins did not take part in discussion and voting in regard to all planning applications.

**i) Ref: 4404/21/HHO Proposal: Householder application to reinstate second internal fireplace & chimney by installing a fuel-efficient wood burner & black vitreous enamel flue pipe exiting roof space with approx. 1m above roofline Site Address: Higher Greenway Farm, Maypool, TQ5 0ET**  
SUPPORT

**ii) Ref: 3352/22/HHO Proposal: Householder application for refurbishment & extension Site Address: Kingslee House, Ridley Hill, Kingswear, TQ6 0BY**  
SUPPORT

**iii) Ref: 3370/22/HHO Proposal: Householder application for 3.5 metre extension to rear of property (full width) side extension for utility Site Address: 66 Raddicombe Drive, Hillhead, TQ5 0EZ**  
SUPPORT

**iv) Ref: 3515/22/FUL Proposal: Application to convert single 4-bedroom house (with commercial holiday use) into 3 separate one bedroom flats (with commercial holiday use) Site Address: Falaise, Castle Road, Kingswear, TQ6 0BT**  
OBJECT – Insufficient parking spaces.

**C/104/22 - To consider response to the proposed highway improvement works, to facilitate the approved housing development at Inglewood (Lynne).**

Torbay Council has received a request from the developer of the Inglewood development, to close Brixham Road (A3022), between Long Road and Windy Corner for up to four months from 3 January 2023. The request is for a range of highways and drainage works to take place to support the new development.

Concerns have been raised with Torbay Council in regard to the proposed closure, who have agreed to create a liaison group meeting, recognising that Brixham and other nearby parishes and towns will be severely impacted. The representatives at the meeting included Brixham Town Council, Brixham Chamber of Commerce, Anthony Mangnall MP, South Devon College and Torbay Officers / Councillors. From this meeting, it became apparent that the Highways Officer had not contacted any stakeholder impacted by these proposed works. Concerns highlighted at the meeting included:

- The impact on schools such as Brixham College, South Devon College and Churston Grammar School for both staff and students.
- Continued trade for businesses in Brixham and surrounding areas.
- The impact to residents and businesses should the Dartmouth Road be closed due to emergency road works or a road traffic collision, for example.
- The lack of analysis or traffic modelling of the impact that the complete road closure will have on businesses, residents, and schools.

Torbay Council is now in discussions with the developer to find the best solution for their residents and businesses and to agree how these works can be carried out with the least amount of disruption possible. To inform these discussions, Torbay Council would like to hear how this proposed closure might impact local businesses, their customers and residents moving around the Bay and what could be considered to reduce this disruption. Representation can be made via the following link: [Potential closure of Brixham Road between Windy Corner & Long Road | Your Say Torbay](#) by midnight on Sunday 20 November 2022.

Stakeholders and nearby Parish and Town Councils are objecting to the proposed works and Councillors agreed to send their own strongly worded letter of objection and encourage residents to do this also, via their website and social media.

**C/105/22 - To consider the 'Torbay Local Plan Update 2022 – 2040: A Landscape to Thrive' and agree response (Jonathan/Clerk).**

Torbay needs thousands more homes over the next 20 years and are consulting as many people as possible regarding their Local Plan Update 2022-2040, to include stake holders such as the development industry, environmental bodies and neighbouring councils. The plan outlines how Torbay plan to deliver 5,400 homes between now and 2040 and identifies where they could build the new homes.

Councillors agreed to compile a response to the proposed Torbay Local Plan and will advertise the consultation via their website and social media, so that residents can make representation if they wish to do so.

**C/106/22 - To resolve to approve the following minutes subject to any amendments:**

**i) Full Council Meeting – 12/10/22.**

The minutes were approved without amendment.

**C/107/22 - Financial Matters (Clerk).**

**i) To resolve to approve the expenditure of the Council for the period 01/10/22 – 31/10/22.**

It was resolved to approve the expenditure of the Council for the period 1<sup>st</sup> October 2022 to 31<sup>st</sup> October

2022. Cllr Pudduck queried the increase in salary cost and will query this with the Clerk.

**ii) To present for review the month end finance report and bank reconciliation as at 31/10/22.**

The finance report and bank reconciliation for month ending 31<sup>st</sup> October 2022 was reviewed by Councillors. All receipts and payments have been reconciled against the Council's bank statements and no differences have been identified.

**C/108/22 - To resolve to approve Scheme of Delegation decisions made 08/10/22 to 04/11/22 (Clerk).**

It was resolved to approve the Scheme of Delegation decisions for the period 8<sup>th</sup> October 22 to 4<sup>th</sup> November 22.

**C/109/22 - To consider membership of Community Energy England and approve membership fee (Clerk).**

The annual membership fee for Parish Councils is £165, although for Local Authorities who are just beginning their community energy activities, a 50% fee concession is offered in the first year of membership. Sustainable Kingswear have advised that they would be happy to support the first year's membership costs and Councillors therefore approved membership for 12 months and will assess the benefits to the Council before renewing next year.

**C/110/22 - To approve return of donation received from FROST in regard to the Churchyard fence and Hedge (Clerk).**

It was resolved to return a donation of £2000 received from FROST in June 21, in regard to the new Churchyard fence and hedge, as this project was fully funded from the M Emms bequest fund.

**C/111/22 - Chairman's Report.**

'It is a good to have a meeting close to the Hillhead Ward. This is as you can see licensed premises but no other suitable room is available and this is not our usual venue.

We are very pleased to welcome Tom Burnell to the Council. It is every Council's dream to be truly representative of the community and Tom is Kingswear's first step to reaching out to younger residents. As well as using this venue for our meeting we are also reopening negotiations with the Caravan and Motorhome club for an Air Ambulance site within the grounds.

It is good to report that our community pantry is being used regularly. We will be organising the Parish Christmas Lights Switch celebration, with Father Christmas, the first since the COVID lockdown, so that is something to look forward to. The parish council table and invitation for residents to chat at our community market is increasing in popularity and its lovely to speak to people in a more relaxing environment.

The weather has been terrible of late and this has put some of the Lengthsman/maintenance team work behind, but they are doing their best to make the Parish look great.

Thank you as always for our Councillors who take time to help out in all sorts of ways.'

**C/112/22 - To receive an update and agree future actions in regard to:**

**i) Platinum Jubilee Bell project (Jonathan/Clerk).**

An update regarding the Jubilee Bell Project was received from the Church and forwarded to all Councillors prior to the meeting. The structural survey is complete and it is now anticipated that the costs of the project will be approximately £30k. Faculty approval will now need to be sought before fund raising can begin and Councillors agreed that it should be for FROST to fund raise for the project.

**ii) Play Area Repairs (Lynne).**

A defect in regard to the Seesaw was reported following the Council's annual play area inspection. Advice regarding the repair has been sought from our maintenance team and from the manufacturer of the equipment. Cllr Maurer to liaise with the locality officer at South Hams District Council who undertake the monthly play area inspection, to ask for their advice as to how best to proceed.

**C/113/22 - To receive an update and approve costs in regard to the following events (Clerk):**

**i) Remembrance Day Service.**

The Parish Council's involvement in the organisation of the Remembrance Day Service is now complete. Refreshments will be held in the Church after the service at slipway and this will be the only cost to the Council.

**ii) Christmas Lights / Switch-On Event.**

The Christmas Light Switch On event is to be held on Friday 2<sup>nd</sup> December. The following costs were approved by Councillors:

- Installation of Christmas lights (Includes £400 – Removal of Fore Street lights in 2020)- £1550
- 3 x Christmas Trees - £500
- Christmas Party £200

**C/114/22 - To form a Coronation committee and agree delegated responsibilities (Jonathan).**

The Clerk to advertise that a Coronation Committee is to be set up and to request volunteers to help organise events. The first meeting of the Coronation Committee to take place in December 22. The Clerk to book the Village Hall for the 3 days of celebrations and to ensure a budget is allocated in 23/24 to fund the event costs.

**C/115/22 - To consider and agree future actions in regard to holding a Carlow event in 2023 (Lynne).**

It was proposed and agreed that a Carlow Afternoon Tea be arranged – Date of event to be confirmed.

**C/116/22 - To consider and approve**

**i) Quote – Drain Clean (Clerk).**

Our Highways Officer has advised that drains on all the roads listed below had their triennial clean by Devon County Council in April 2022:

Higher Contour Rd, Wood Lane, Lower Contour Rd, Fore Street, Brixham Rd ( Up to entrance of Waterhead Park), Mount Ridley, Church Hill, Higher Street

The Deputy Clerk has requested a quote from Glanvilles but this has not yet been received. We have sufficient funds for a further one day drain cleaning in 22/23. It was agreed that the following roads would be prioritised – Ridley Hill, Church Hill and Wood Lane all to be hand cleaned/Dug.

**ii) Quote – Cemetery Lodge Roof (Clerk).**

A quote in the sum of £1397 received from P Scoble for the repair works to the Cemetery Lodge roof was approved by Councillors.

**iii) Snow Warden Provision (Jonathan).**

Cllr Jones to undertake the Snow Warden duties as in previous years. The salt bin at the top of Church Hill to be emptied and re-filled.

**C/117/22 - To receive an update in regard to the registration of the Kingswear Primary School buildings and land as an asset of community value and agree future actions.**

Item deferred to December full Council meeting.

**C/118/22 - 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.**

Cllr Maurer put forward her vision for both the Cemetery memorial garden and the framed area for photographs in the Chapel. Both items to be considered and approved at a future Council meeting and actions agreed.

**C/119/22 - To consider the start time for both the Finance and Amenities & Environment Committee meetings on 23<sup>rd</sup> November and amend if necessary.**

It was agreed for the Amenities & Environment committee meeting to be postponed. The Finance Committee meeting to be held at 7.00pm.

Councillors agreed for Cllr Tom Burnell to be a member of both the Finance and Amenities & Environment Committees.

**C/120/22 - To propose agenda items for the next Full Council meeting.**

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

**C/121/22 - Urgent Items – For information.**

None.

**C/122/22 - To approve the Local Government Services Pay Agreement 2022-23 for the Clerk and Deputy Clerk payable with effect from 1<sup>st</sup> April 2022.**

The Council approved the 22/23 Local Government Services inflationary pay award for 22/23 for both the Clerk and Deputy Clerk, to be implemented from 1.4.22. To include an increase of one day (pro rata for part-timers) to their annual leave entitlement from 1.4.23.

*Sue Balsdon*

Sue Balsdon  
Clerk to the Council

***The Meeting ended at 8.30 pm.***

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