

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held at the Sarah Roope Trust Rooms
on Tuesday 10 July 2018 at 7.00pm

Present: Councillor L Maurer – Chairman

Councillors: M Trevorrow, H Newcombe, B Longland, L Payne, E Parkes, R Searle, J Hawkins, E Jones and District Councillor R Rowe.

In Attendance: Mrs Melissa Trudgill – Clerk to the Council.

There were 15 members of the public present.

C/213/18 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. (Quotes and Contracts).

C/214/18 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/215/18 - The Chairman will introduce the new Councillor and invite him/her to join the rest of the meeting.

The Chair introduced Brian Longland to the meeting, earlier elected as the new Councillor by co-option for the Hillhead Ward.

Cllr Longland chose to join the Finance Committee.

C/216/18 – To receive any apologies for absence from the Meeting.

Cllr Jan Henshall

Police Constable A Vaughan

District Cllr Hilary Bastone

C/217/18 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].

At this point the Chair asked all to stand for 1 minute's silence in memory Of Cllr Henshall's brother, Andrew Henshall.

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

- Update on a recent TPO by member of the public.
- Concern re closure of Lower Wood Lane. Still need access for emergency vehicles.
- Concern was raised about parking in the village over the Regatta. There appears to be no traffic order or clearways for Kingswear as there normally is. However, there is not the same volume of traffic expected as usual because there is no air show on this year. The park and ride will still be in operation and should ease the situation.

Cllrs Hawkins and Maurer are part of the Regatta Committee so declared an interest.

It was agreed that the Clerk would write a letter of concern raising this to the Regatta Committee.

The Council will receive the following reports if available:

APPENDIX 1

- i. Devon County Councillor – Cllr Jonathan Hawkins***
- ii. South Hams District Councillors - Cllr Hilary Bastone***
- iii. South Hams District Councillors - Cllr Rosemary Rowe***

The Council will reconvene to discuss the following items:

C/218/18 To resolve to approve the following minutes subject to any amendments [Amendments to the Confidential Minutes to be noted and documented in Part 2:]

- i. Full Council Meeting – 12 June 2018
- ii. Full Council Meeting (Confidential) – 12 June 2018
- iii. General Purposes Committee – 5 June 2018
- iv. Planning Committee – 5 June 2018
- v. Planning Committee Meeting – 19 June 2018
- vi. Finance Committee Meeting – 3 July 2018 (postponed)

It was resolved to approve the above minutes.

C/219/18 Correspondence.

- Paddle steamer – to consider a summer event on the paddle steamer 2019.
- The Members had received communications from Sue Pudduck re the proposal of a marine conservation zone and DHNA are keen to have our response to this. The main concern is the dredging past the anchor stone. **The Chair/Clerk will provide feedback from the meeting to Harbour master.**

C/220/18 To resolve to approve the Expenditure of the Council for the period 6 June 2018 – 3 July 2018.

It was resolved to approve the Expenditure of the Council for the period 6 June 2018 – 3 July 2018.

C/221/18 To present for information the monthly Finance Report and Bank Reconciliation. The monthly Finance Report and Bank Reconciliation was approved.

C/222/18 To update and approve any works regarding maintenance and repair Lowering of the drains at Jubilee Park – this has been completed by John Crisp and the area has been grass seeded by Cllr Newcombe.

Landslip – discussed in confidential with quotation.

New pontoon – this is now in place and the invoice received.

Noticeboards installation – completed.

Purchase of Filing Cabinets for village hall – Cllr Trevorrow will be dealing with moving the Archives and assessing the need for filing cabinets.

Lengthsmen – The Lengthsman scheme is working well with the Parish being divided into 3 zones for the Lengthsman to carry out jobs in each area on the Thursdays he works (2 sessions a month). There has been a lot of positive feedback.

Reasonable adjustment for disability access regarding Jubilee Park and Waterhead Creek – as part of the Disability Act the Council are providing, as much as possible, disability access in Jubilee Park to access boats via the pontoon.

C/223/18 To discuss the cost of the current repair works and projects in relation to the annual budget and with consideration for future expenditure

On the advice of the Assistant Clerk/RFO and the Clerk, an EGM should be held with all Councillors to discuss the budget and plan for the future.

The EGM will be at 7pm on Tuesday 24 July at the Sarah Roope Trust Rooms.

(The Planning Committee will precede at 6.30pm and the General Purposes Committee at approximately 7.45pm)

C/224/18 To discuss the budget in relation to the Beacon Road Project

The members confirmed that £2,500 had been agreed towards the Beacon Road project at this year's precept by the previous Clerk. However, it had not been allocated on the budget sheets.

It was agreed that the £2,500 should be put back into the budget as previously agreed from the reserves.

C/225/18 To review bids relating to the s106 Maypool funding

The meeting discussed this funding in relation to the Beacon Road Project. Cllr Hawkins gave an update. The stabilisation of the cliff is going to happen imminently with support from the appropriate landowners. DCC will estimate the funding needed for completion of the project.

It was agreed that the Clerk would contact the officer at SHDC Alexis Huggins and inform her that the Council approved of the s106 funding being allocated to the Beacon Road project.

C/226/18 To review the draft Complaints and Grievance Policy

The Members had received the policy prior to the meeting.

It was agreed to adopt the Complaints and Grievance Policy.

C/227/18 To discuss the speed sign in Brixham Road

It was agreed to postpone this until the September meeting.

C/228/18 To discuss options for commemorating the 100-year anniversary of the end of the First world War on 11 November

- Perspex figures representing the fallen of Kingswear.
- Lighting of beacon – Coleton?

C/229/18 To receive an update on the defibrillators

- Both defibrillators have now been removed from the phone boxes.
- Advice given that work needs to be done on the cabinet housing the electrics to ensure safety.
- The cabinets which are not BT compliant will be replaced by Turtle engineering free of charge. They are due to be posted back to them shortly.
- The Clerk will organise the defibrillator checks with Cllrs Longland and Trevorrow. There will be one sited in Higher Contour Road and one at Hillhead.
- The BT phone box in Lower Contour Road will be refurbished and used for the Community.

C/230/18 To discuss options for the maintenance and preservation work on the Kingswear Fire Engine

- Cllr Trevorrow had tried to make contact with Andrew Pooley re the restoration of the Fire Engine, but he has been on holiday. He will keep trying him.
- Cllr Hawkins had called the daughter of Raymond Stab (owns fairgrounds and caravans) and she has agreed to go and look at the Engine and assess what work will be needed. Both avenues will be explored.
- The Clerk will contact the London Fire Brigade to inform them of KPC plans to restore the Engine and see if there are any advice/restrictions from them on how it should be done and what materials should be used.
- Query re the canon – to ascertain its present location and put forward the request that it should be placed back in a public place for all to enjoy.

C/231/18 To receive any updates about the issues at Westerland Terrace and Higher Contour Road re abandoned vehicles.

- Despite many emails and requests, there is no further information about the abandoned vehicles in Higher Contour Road.
- Westerland Terrace – Chris Inman at Devon and Cornwall Housing is aware of the abandoned vehicles and is planning to have them removed. It was agreed that Cllr Payne would continue her efforts liaising with Chris Inman to try and get this resolved.
- The Canon will be placed back into a central location in the Village.

C/232/18 To discuss the Resident Parking Scheme in conjunction with any feedback which is available from Neil Oxtan and Chris Rook

Appendix 2 – Report by Cllr Lucy Payne (previously circulated to all members).

- There had been useful feedback circulated to all Members from Neil Oxtan and Chris Rook.
- Cllr Payne had received a quote of £110 for the printing of the consultation papers.
- She suggested that the consultation should go out at the end of the summer, but the period of consultation could be extended.
- The Consultation paper will not just be delivered – people will be encouraged to complete and existing meetings could be used to received further feedback form residents.
- Chris Rook wants feedback in Nov/Dec.
- The Clerk raised the issue of funding for the project and Cllr Payne explained that the project would not be funded from this year's budget.
- Hillhead will be included in the scheme and will have access to apply for permits.
- Cllr Hawkins repeated his previous concerns – e.g. the number of permits requested/required will far outweigh the amount of possible spaces, Higher Contour Road has a lot of private property and these would be outside the parking scheme and would still have commuters parking there.

It was agreed to approve the suggestions in the report re the next steps for the project.

C/233/18 To discuss any update re the Community Composting project

Cllr Hart from DCC had replied to the Council saying they were reviewing their policies and also the pricing for planning advice for smaller community groups. Cllr Payne reported that she had written to 2 consultants concerning the contents of Cllr Hart's reply and was awaiting their response. Depending on their replies she asked if members would agree to her writing to Cllr Hart requesting a site visit for £100. **It was agreed that Cllr Payne could write to Cllr Hart asking for a site visit for £100.**

**C/234/18 To discuss and review developments regarding the proposed Orchard
Cllr Payne had circulated a report see Appendix 3**

The following items were discussed:

- A Community Orchard Group with volunteers would need to be set up.
- The School children would be involved in the project e.g. planting the trees.
- There would be very little financial outlay from the Council in setting the project up. The cost of the trees might be sponsored.
- The area will be cleared by Pip Howard and DROP.

It was agreed in principle that the allotment at the right-hand side of the gate as per the plan would be used for the Orchard.

C/235/18 To discuss the idea of a proposed nursery on Hoodown Wood

Cllr Payne had circulated a report see **Appendix 4**

It was agreed that the Clerk would obtain a copy of the existing legal Agreement between Dartmouth Town Council and the Community Orchard and use this as a basis for an agreement between KPC and Pip Howard allowing him the use of the land for 2 years which would be reviewed annually.

C/236/18 To receive the Neighbourhood Plan Report from Councillor Parkes and to discuss and approve the actions and any expenditure detailed in the following report.

Cllr Parkes read out her report. **See Appendix 5**

Cllr Parkes asked for ideas on which areas should be designated as 'Green Spaces'. The following were suggested:

- The Us Garden
- The George South Memorial Garden
- Lighthouse Beach

**C/237/18 To discuss online banking services provided by Natwest and Unity Trust Bank.
It was agreed that Unity Trust Bank should be used.**

Further consideration of authorisation and checking procedures would be discussed at the forthcoming EGM and Full Council Meeting. The RFO/Assistant Clerk would also arrange training on this.

**C/238/18 To review South Hams District Council SLA reference outsourcing payroll
It was agreed to outsource payroll to SHDC.**

**C/239/18 To discuss alternative pension providers in relation to shortfall in budget
It was agreed to postpone this to the EGM meeting planned for late July. (Members have a paper on the options).**

C/240/18 To suggest any items for next Agenda (September 2018)

- Christmas Lights (ways to involve the school)
- Bonfire insurance
- Commemoration of 100-year anniversary (WWI)
- War memorial

The Meeting ended at 8.26pm

Minutes Approved:

.....Councillor L Maurer – Chairman