

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held at the Sarah Roope Trust Rooms
on Tuesday 11 September 2018 at 7.00pm
(for formal approval at the next Meeting of the Council)

Present: Councillors: L Maurer (Chairman), M Trevorrow, B Longland, L Payne, R Searle, J Hawkins, J Henshall, E Jones and District Councillor H Bastone.

In Attendance: Mrs Melissa Trudgill – Clerk to the Council and Miss Sue Balsdon – Assistant Clerk to the Council/RFO.

There were 26 members of the public present.

C/241/18 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/242/18 – To receive any apologies for absence from the Meeting.

Cllr E Parkes

Cllr H Newcombe

District Cllr R Rowe

Police Constable A Vaughan

C/243/18 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].

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

- Resident queried an application for a change of use when it was not allowed for that use in the first place. Cllr Bastone informed that this was a live application and a decision had not been made therefore enforcement would not take place.
- A Resident raised the safety issue of vehicles travelling the wrong way down the one-way street near Higher Contour Road. Problem arises from LCR and HCR junction – drivers appear to be looking at the traffic and not at the sign. This appears to be a very dangerous situation. Cllr Hawkins requested that the resident emailed him about the situation in detail, so he can inform DCC officers Neil Oxtan and Lisa Edmonds as a priority.
- Drains still blocked – Ridley Hill, Wood Lane and Church Hill particularly bad. Clerk to meet with new companies to discuss prices and issues such as gaining access to the drains when cars are parked.
- Incidents of bad behaviour reported during regatta. Police support would have been helpful.
- Residents' Parking Scheme – Responses to the consultation leaflet are coming in. This will be discussed at the October meeting when all feedback will have been handed in.

The Council will receive the following reports if available:

i. Devon County Councillor – Cllr Jonathan Hawkins

- It had been a friendly, successful regatta with smaller crowds than in previous issues and hence the parking issues were not as severe as they had been previously.
- Agreement for the s106 for the Noss money been allocated to the Brixham and Kingswear Peninsula Project.
- Cllr Hawkins and Cllr Maurer had met with residents at Hillhead. Noss site and the higher ferry and Hillhead access. Improved cycle as well as pedestrian. better access to Torbay and Brixham from Hillhead
- £700,000 for affordable housing. Suitable site needs to be identified for Kingswear to access their share of the fund.
- Request for a new bus shelter opposite the ferryman bus shelter. Meeting with officer at DCC and they will potentially fund it if Kingswear Parish Council agree to be responsible for its ongoing maintenance.
- Next DCC regulation order regarding traffic signage will be March 2019. Residents should inform

Cllr Hawkins of any places within the Parish which might need the removal or the addition of yellow lines.

South Hams District Councillors - Cllr Hilary Bastone

- Kingswear will need to identify and allocate a potential site for affordable housing in order to access some of the budget and this needs to be included in the Neighbourhood Plan. A previous study had shown that 10 affordable home would be a suitable number for Kingswear. At the next meeting possible sites could be discussed with the Neighbourhood Plan present.
- Corporate strategy written, and roadshows are taking place. There is an engagement portal on SHDC for people to put their view on.
- The Health and Wellbeing Centre is progressing quite quickly and will be built on the old Park and Ride site.
- The District Council has had to be involved in several code of conduct panel meetings following complaints submitted by Parish Councils which has led to a cost of £24,000 from the SHDC budget.

Further information see in report below **Appendix 1.**

- ii. **South Hams District Councillor - Cllr Rosemary Rowe** - Apologies received. See report attached **Appendix 1.**
- iii. **Police** - Cllr Maurer had been told that a representative from the police would attend the October Full Council Meeting.

The Council will reconvene to discuss the following items:

C/244/18 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 – 10 July 2018 (Members voted re suggested amendments. 2 amendments were supported ref incorrect names).
- ii. Full Council Meeting (Confidential) – 10 July 2018
- iii. Planning Committee – 9 July 2018
- iv. Planning Committee Meeting – 24 July 2018
- v. EGM – 24 July 2018
- vi. General Purposes Committee – 24 July 2018 (amendment – Cllr Trevorrow not a member of this committee yet apologies written).
- vii. Planning Committee – 21 August 2018

It was resolved to approve the above minutes.

C/245/18 To review consultation feedback received regarding parking issues in Raddicombe Close.

A small consultation had taken place in August after enquiries to the Clerk and Cllr Hawkins regarding issues residents were having in Raddicombe close. There had been a positive response to the consultation with almost all slips returned but the feedback was very mixed across the possible options. The Councillor for the hillhead Ward would analyse the feedback and write a general letter to all residents summarising the findings.

C/246/18 To resolve to approve the Expenditure of the Council for the period 4 July 2018 – 4 September 2018.

- Exjet Invoice (Drain Clearance) - Wood Lane was on the list and had been done up to a point where the jet cleaner could access. It would be discussed when new companies quote for the work and would also be discussed with Lisa Edmonds.
- Devon County Council Pension Fund Invoice - Assistant Clerk had been informed of the identity of Mr. Treloar ref pension payment and his surviving spouse.

It was resolved to approve the Expenditure of the Council for the period 4 July 2018 – 4 September 2018.

C/247/18 To review updated forecast report 2018/19

- The RFO advised that the updated forecast includes staff costs which have been re-calculated to

include pension costs at 5% employer contribution as opposed to 21.2% LGPS although this has still to be resolved.

- TAP fund to be discussed at next meeting.

C/248/18 To review proposal for monthly finance committee meetings (Oct to Dec 2018) set up to discuss how the Council can reduce costs and maximise income in preparation for the precept meeting in January 2019.

The RFO advised that at the finance committee meeting, it had been agreed to set up a working party to include all members of the finance committee. Meetings will be held in Oct, Nov and Dec to discuss funding opportunities, new income generation schemes and ways to reduce existing expenditure. An 'initial ideas' meeting will be held on 18th September 2018 at 8pm.

C/249/18 To discuss ideas regarding WW1 commemoration in the Parish.

- There is a good exhibition in the Church remembering those who did not come home to Kingswear following the WW1.
- Cllr Hawkins suggested that he could purchase 2 of the commemorative silhouettes (an army and a navy one) using his county fund. It was resolved that the clerk would apply for the funds and order them.
- Light a beacon up at Coleton Fishacre.
- For the week of Remembrance Sunday - remembrance flags – can be purchased. Cllr Hawkins offered to fund the cost of these privately. The meeting thanked Cllr Hawkins and it was voted on, and it was agreed.
- The Clerk and the Chair would plan to meet the new Headteacher of the Primary School to talk about the children's' involvement.

C/250/18 To discuss the proposal for a Kingswear War Memorial.

- Cllr Maurer had spoken to Steve Soper regarding possible designs and costs. It was suggested that this might be a possible project to be funded from the Michael Emms bequest.
- An alternative suggestion was to improve the current wall memorial where the wreaths are laid annually, and design anew sign.

C/251/18 To consider Bonfire Night and Insurance

- Consideration was given to trying to use the Council's own insurance for the Bonfire Event but after investigation by the Clerks into the insurance policy, the Council would have to be the sole organizers of the event.

It was resolved that the Council contribute £400 towards the event and paid upon invoice to the Kingswear Combined Charities.

C/252/18 To discuss the proposed adoption of the toilets in the Square and approve a way forward

- Ferry company could contribute to the running of them, particularly those at the Higher Ferry, if required.
- Cllr Hawkins has met with Emma Widdecombe and enquired whether SHDC can close the toilets re the covenant in place. They can be closed but not used for an alternative purpose.
- The Council cannot adopt the toilets until the roof repair has been completed and the toilets refurbished.
- Discussion over how much the maintenance of the toilets would cost and if perhaps the ongoing costs could be shared with Dartmouth Town Council as they have already adopted theirs.
- Clerk will email Emma Widdecombe and Stuart Truss ascertaining when the repairs might start and a proposed time for KPC to adopt.

C/253/18 To make plans for the Christmas 2018 celebrations including new ideas, school involvement, music, lights etc.

It was resolved to postpone this agenda item until the October meeting

C/254/18 To receive an update from Councillor Payne on the plans for the Composting Scheme. Please see Appendix 2.

- Recent advice recommends having pre-planning advice for the scheme.

- Cllr Payne proposed that she/Clerk write to Cllr Hart requesting pre-planning for a fee of £500.
- An alternative site might need to be considered.
- Possible grant application e.g. awards for all.

C/255/18 To receive updates regarding the consultation for the Residents Parking Scheme.

- Residents' Parking Working Group kindly delivered approx. 900 consultation leaflets.
- In order for Cllr Payne to have access to the residents' email addresses etc. she will need to register as a data controller to abide by new data protection laws.
- Once this has been undertaken the Clerk will make a copy of all responses which come to her and then pass to Cllr Payne and the working group for analysis.
- She will bring initial findings to the Full Council meeting in October.
- Further feedback could be given at a public meeting tbc.
- After thorough Council discussion, there will need to be a threshold point which would mean it was a potentially viable scheme and popular with residents and could be given further consideration.
- **Please see Appendix 3.**

It was approved that Cllr Payne could respond to questions from the commuters on the feedback to Dartmouth if they had asked for their questions to be answered but it was not approved that she could approach Dartmouth Town Council. (Cllr Searle abstained from this vote.)

C/256/18 To receive an update from Councillor Payne on the plans for the Community Orchard Project.

Cllr Payne has met with South Hams CVS who have been very helpful in providing information for setting up the group. As a result, Cllr Payne suggests that the Parish allotment agreement could be adapted for setting up the Community Orchard agreement with the Parish.

C/257/18 To receive an update from Councillor Payne on the plans for the nursery for the Ria Oaks.

Cllr Payne has met with Linsay Dinan who is liaising with schools for the Dart Ria Oak Project and has put her in contact with Cllr Jones who will facilitate her liaison with Kingswear Primary School. Pip Howard along with some volunteers will be clearing the site on 20th October 2018.

C/258/18 To propose agenda items for October Meeting.

- Christmas Arrangements
- Tap funding - Need to put the bid in. Community Compost scheme could be a potential project for this funding.
- Cannon
- Toilets
- Hanging baskets 2019

Please note Appendix 4: Neighbourhood Plan report – September

C/259/18 To discuss items of a confidential nature and resolve that in accordance with the Public Bodies (Admissions 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 Staffing).

The Meeting ended at 10.17pm

Minutes Approved:

.....Councillor L Maurer – Chairman