

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held remotely via Zoom
on Wednesday 11th November 2020 at 7.00pm

Present: Cllrs L Maurer (Chairman), B Longland, J Hawkins, G Webber, P Burnell, P Pudduck, E Jones, H Newcombe, District Cllr R Rowe, District Cllr H Bastone.

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

1 member of public present.

C/089/20 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/090/20 – To receive any apologies for absence from the Meeting.

Cllr B Lowe, Cllr J Hacking.

C/091/20 - 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].

Cllr Maurer has stepped down from the Regatta Committee. A Declaration of Interest amendment form to be completed and returned to the Clerk.

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:

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

ii) South Hams District Councillors:

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

iii) Police: None.

iv) Residents Parking Working Group:

'The Residents Parking group were very pleased with the acceptance of the Council for their revised proposal. We look forward to hearing from Highways about the cost of providing this for the Residents of Kingswear village.'

v) Neighbourhood Plan:

'The Neighbourhood Plan Group have received the examiners report on the KNP. We are very pleased that the examiner has passed the plan to go to referendum subject to some modifications in the wording of several policies and the removal of two policies. It does meet all the basic conditions and regulations required by government.

The next stage is for the PC to agree to the modifications suggested by the examiner and to send a formal letter of acceptance to SHDC. The KNP group agree to the amendments suggested. The 2 policies that are to be removed are:

Policy 14 the allotment and orchard are included in policy K10 Local Green Spaces. The removal does not affect the plan.

Policy K19 Ideas for future spending priorities. This can be incorporated within the text of the plan rather than being presented in a policy format.

The group feel that some of the modifications suggested do remove the clarity and objectivity we were trying to achieve and make some wording more subjective, however this seems to be the nature of planning at the moment. The intent and purpose of the policies remains intact.

If the PC accept the examiner's report, the group then has to incorporate the changes into the plan. Duncan Smith, the South Hams Neighbourhood Plan officer is obtaining official approval from SHDC. Once these steps are finished then the last stage would normally be a referendum. At the moment because of Covid referendums are not allowed to take place. The government has said that the plan will legally come into force at this stage until such a time that a referendum can be held.

NHP Expenses:

The final amount is now due for the planning consultant, from the £1750.00 agreed at the PC meeting of the 9th of October 2019. £1250 was approved for payment at the PC meeting on the 11th March 2020 and the balance of £500 is now due.'

The Council will reconvene to discuss the following items:

C/092/20 - 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 14th October 2020

It was resolved to approve the minutes, subject to the inclusion of the following information in the Full Council minutes:

C/072/20 - The meeting was chaired by Cllr Jones.

C/078/20 - Chaired by Cllr Newcombe.

C/093/20 - Financial Matters (Clerk).

i) To resolve to approve the expenditure of the Council for the period 01/10/20 – 31/10/20.

It was resolved to approve the expenditure of the Council for the period 1st to 31st October 20.

ii) To present for review the month end finance report and bank reconciliation as at 31/10/20.

The income and expenditure report and bank reconciliation for month ending 31st October 2020 was reviewed by Councillors.

iii) To receive and note the External Auditor Report and Notice of Conclusion of Audit.

The External Auditor Report from PFK Littlejohn and the Notice of Conclusion of Audit was received and noted by Councillors.

C/094/20 - To receive the Chairman's report.

'The Council has made contact with its volunteers, now that we are back in lockdown and we are amply provided to cater for the needs of our vulnerable and elderly residents. Contact is being maintained with the church and the 2 to 4 club to check on the needs of these residents.

The re-surfacing of Higher Contour Rd has been a great success and the painting of the double yellow lines, at the junction of Higher and Lower Contour Road is due to take place soon.

Our scaled down Remembrance Service held at the slip was also successful. Thank you to Rev John Gay for providing a tailor-made service and to the Primary School who provided a poem of remembrance, from their Year 1 and Year 2 pupils. A wreath was also laid at Noss.

The new benches at the Cemetery have been very well received and it is hoped to build a raised bed area, for people to place their remembrance crosses.

I would like to thank Eileen and her team again, for all their dedicated hard work in producing the Neighbourhood Plan. The vision statement to promote a thriving and sustainable community, whilst protecting the special charm and character of the Kingswear Parish and the AONB for residents and visitors.

I would also like to take this opportunity to thank Councillors for their dedication during these trying times. They also have jobs, families and responsibilities, but find time to do what needs to be done.

C/095/20 - To resolve to approve the independent examiners report of the Kingswear Parish Neighbourhood Plan and recommendations (LM).

It was resolved to approve the independent examiners report of the Kingswear Parish Neighbourhood Plan and recommendations. Councillors noted that whilst they endorsed all other parts of the plan, they had concerns that no site has been allocated for social, rentable or affordable housing and that this part of the plan does not future proof the village.

C/096/20 - To consider and agree future actions regarding offer of funds from the Rotary Club of Dartmouth, in relation to community support (Clerk).

District Councillor Hilary Bastone advised, that the Rotary Club funding is only available for the provision of food, to those who are in need. The Chairman advised that the Church and the 2 to 4 Club have been contacted, but they did not perceive a need for these funds. It was agreed that the Council would leaflet and put up notices, to try to identify those that may be in need of help.

C/097/20 - To elect a Chair and confirm members for the Finance Committee (LM).

This agenda item, was brought forward to enable Cllr Burnell to partake in the discussion prior to leaving

the meeting at 7.50pm.

The Council voted to approve the appointment of Cllr Lowe as Chairman of the Finance Committee. It was agreed for Cllr Burnell to transfer from the A&E Committee to become a member of the Finance Committee.

C/098/20 - To receive an update and agree future actions with regards to:

i) Residents Parking (JH).

The Clerk has written to Amy Garwood at Devon County Council to ascertain whether the proposed scheme is feasible and to obtain an estimate of the cost to implement the scheme and is awaiting a reply.

ii) Churchyard Wall - Permanent Barrier (LM/JH).

Cllrs Maurer and Hawkins and also the Clerk, met with three representatives from the Parochial Church Council on 6.11.20. The PCC were informed, that the anticipated cost of installing railings to the specification of the SHDC Conservation Officer and the DAC architect, would be £38k. They were advised that the Parish Council could contribute up to £7,500 towards the project, but that if the PCC wanted to proceed with the installation, they would need to fund raise for the remaining balance.

The PCC were asked if they could seek permission, for the existing hedge along the churchyard wall to be removed as soon as possible, to enable contractors to properly survey the area, in order to clarify the works required for the installation.

The PCC are meeting on 24.11.20 and will report back to the Council, in time for the A&E committee meeting which is to be held on 25.11.20.

iii) Freeholders Offer – Gents Toilet (Clerk).

The freeholder for the Lower Ferry public toilets, has approved the removal of the 'old gents WC' from the lease. He has agreed to reduce the responsibility for maintenance accordingly and this will be discussed further, at the November A&E committee meeting.

iv) Cemetery Lodge - Septic Tank (PP).

Cllr Pudduck has obtained quotes for both the repair and the replacement of the Cemetery Lodge septic Tank. Cllr Lowe is also looking into this matter on behalf of the Council. To be discussed further, at the A&E committee meeting.

C/099/20 - To consider and agree future actions regarding the cleaning contract for the Lower Ferry toilets (JH).

The cleaning contract for the Lower Ferry toilets is based on them being open and cleaned throughout the year. Councillors agreed that all the toilets should be closed from 1st November each year and re-opened in time for Easter. The Clerk to contact SHDC to renegotiate the 21/22 cleaning contract. Cllr Hawkins abstained from this vote.

C/100/20 - To consider suitable sites for electric car charging points - Kingswear/Hillhead (JH).

Cllr Hawkins advised that a grant could be made available through Devon County Council, to install electric car charging points, but Councillors agreed that there were no suitable sites available in Kingswear for this purpose.

C/101/20 - To review the Kingswear Cemetery Regulations and amend as necessary (LM).

Councillors reviewed the current Cemetery Regulations and approved the following changes to the document:

3. Notice of Burial

Add 'where possible to 'the relevant deed of Grant is produced for inspection.'

6. Digging and Depth of Graves

Amend 'the Council will arrange the digging of the grave' to 'the Council can arrange the digging of the grave'.

7. The Marking of the Plots

Remove text and replace with 'A register of reserved plots is kept by the Council.'

C/102/20 - To resolve to support the Plymouth and South West Devon Joint Local Plan response to the 'Planning for the Future' white paper (LM).

The Council resolved to support the Joint Local Plan Response to the 'Planning for the Future' white paper.

C/103/20 - To propose agenda items for the December 20 Full Council meeting.

Ridley Hill - Rumble Strips; Carlow Bequest – Home Delivery Cream Tea.

C/104/20 - Urgent Items – For information.

None.

C/105/20 - 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 Staffing).

The following quotes were approved by the Council:

i) Welcome Sign & Installation

Approved quotes £1046.07 Glasdon, Brownstone Grounds Maintenance and Abbey Signs. This project will be part funded from Cllr Hawkins' DCC Locality Budget (£500).

ii) Churchyard - Other works

Approved quote £775.00 Malcolm Bovey - Repoint brick retaining wall and steps.

iii) Churchyard Wall – Removal of existing hedge and replant / Installation of temporary wooden fence.

Approved quote £575 Brownstone Grounds Maintenance - Removal of the existing hedge along the churchyard wall / Treat to prevent future re-growth.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Meeting ended at 8.25 pm.

Minutes Approved: Councillor L Maurer – Chairman