

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Full Council Meeting held at the Village Hall (Lower Room)**  
**on Wednesday 12<sup>th</sup> April 2023 at 7.00pm**

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

**In Attendance:** Sue Balsdon (Clerk)

Members of public present: 4

**C/191/22 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/192/22 – To receive any apologies for absence from the Meeting.**

Cllrs S Pearson, T Burnell, P Burnell, District Cllrs R Rowe, H Bastone

**C/193/22 - 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:***

Representation was made in regard to overgrown vegetation on Castle Road - The Clerk to contact the land-owner. The overflowing drains was also reported and it was noted that Councillors are to consider a quote received for drain cleaning, later in the meeting.

***The Council will receive the following reports if available:***

**i) Devon County Councillor**

'This is my last meeting as District Councillor for South Hams unless I get re-elected on 4<sup>th</sup> May. I have been a District Councillor now for over 20 years and it's been an absolute honour and privilege.

Beacon Road and Lighthouse Beach is still ongoing and there is nothing more to report since the last meeting.

The Health & Wellbeing centre is to open the first week of May.'

Cllr Hawkins gave his thanks to those Councillors who are to stand down in May.

**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 18<sup>th</sup> March Sustainable South Hams Rivers Assembly was a huge success and thank you to Cllr Pudduck who represented the Council at the event. One of the things that came out of the event, was that they were encouraging everybody to go back to their Councils to ask that they write to their MP to ask that they support the CEE Bill.

There is a lot of work going on regarding water sampling in all of the creeks and rivers in Devon and lots of people have volunteered to be involved with this.

A Kingswear Parish Community allotment group has been set up and volunteers have started to clear the site.

Mike Hodges will be attending the Annual Parish Meeting in May, to give a presentation regarding Community Energy.

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

**C/194/22 - To make comment to the Planning Authority with regards to the following planning applications (Hector):**

Cllr Hawkins did not participate in any discussion or vote in regard to all planning applications. Cllr Longland declared an interest in applications 0300/23/HHO, 0524/23/HHO, 0767/23/HHO. Cllr Jones declared an interest in application 0767/23/HHO.

- i) Ref: 0313/23/FUL Proposal: Erection of two garages to serve 7-11 Raddicombe Cottages (Resubmission of 1781/22/FUL) Site Address: Land at Raddicombe Farm Cottages, Hillhead, Kingswear**  
OBJECT – There are public service pipes running through the area where the intended garages are to be built and therefore approval should not be given. The plans also show the garage doors opening onto Raddicombe Drive, but they should open onto private land where the Raddicombe Farm Cottages are located.
- ii) Ref: 0679/23/VAR Proposal: Application for variation of condition 2 (approved drawings) and condition 5 (drainage details) of planning consent 0842/17/FUL (Appeal Ref: APP/K11/W/20/328210) Site Address: Ashleigh House, Fore Street, Kingswear, TQ6 0AD**  
SUPPORT
- iii) Ref: 0511/23/FUL Proposal: Installation of PV cells to roof of agricultural barn Site Address: Old Mill Farm, Galmpton, Brixham, TQ5 0ER**  
SUPPORT
- iv) Ref: 0767/23/HHO Proposal: Householder application for a garden room with WC Site Address: Ridley Cottage, Ridley Hill, Kingswear, TQ6 0BY**  
SUPPORT
- v) Ref: 0300/23/HHO Proposal: Householder application for construction of two walls to enclose area under existing steel framed extension, erection of connecting door from existing ground floor & installation of new windows & sliding patio doors similar to adjacent existing doors and window. Site Address: Chart House, Ridley Hill, Kingswear, TQ6 0BY**  
SUPPORT
- vi) Ref: 0615/23/HHO Proposal: Householder application for rear extension & utility (resubmission of 3370/22/HHO) Site Address: 66 Raddicombe Drive, Hillhead, TQ5 0EZ**  
SUPPORT
- vii) Ref: 0524/23/HHO Proposal: Householder application for alterations and extension to existing dwelling Site Address: Windrush, Ridley Hill, Kingswear, TQ6 0BY**  
SUPPORT – Consideration to be made in regard to the shared steps adjacent to the property. To be kept clear and unobstructed by building materials.

**C/195/22 - To resolve to approve the following minutes subject to any amendments:**

**(i) Full Council Meeting – 08/03/23.**

The minutes were approved without amendment.

**C/196/22 - Financial Matters (Clerk).**

**i) To resolve to approve the expenditure of the Council for the period 01/03/23 – 31/03/23.**

It was resolved to approve the expenditure of the Council for the period 1<sup>st</sup> March 2023 to 31<sup>st</sup> March 2023.

**ii) To present for review the month end finance report and bank reconciliation as at 31/03/23.**

The finance report and bank reconciliation for month ending 31<sup>st</sup> March 2023 was reviewed by Councillors. All receipts and payments have been reconciled against the Council's bank statements and no differences have been identified.

Cllr Pudduck raised the issue of having all of the Council's funds with one bank. As at 31.3.23 we had £71,437 in our Unity Bank Accounts and our first Precept instalment will take this balance to £94,323, which is £9.8k more than the £85k protection provided by the Financial Services Compensation Scheme, should the Unity Trust Bank fail.

The Clerk advised that at February's Full Council meeting, It was agreed to transfer £15,000 to a 1 year fixed rate account with Charity Bank (Gross Interest Rate 3.36%). The account will be opened in May, following the Annual meeting and review of the bank mandate and this will then take our balance held with Unity Trust Bank to £79k.

**iii) To consider and approve banking arrangements post-election and prior to new signatories being set up.**

The Clerk noted that the three Councillors who have authority to approve Internet Banking transactions, have not stood for re-election from May 23. The Clerk advised that our Internal Auditor has approved the use of the existing Internet Banking users to approve payments, until the new users are set up.

It was agreed to set up internet banking access (to view and approve transactions) for the Council's new Councillor Christopher Dawes.

**C/197/22 - Chairman's Report.**

'There have been quite a few meetings. The Clerk has sent out the minutes to Councillors, for the Dart Harbour Communities group meeting, including the minor changes to the mooring policy and the changes to the large pontoon being moved further in towards the bank. South-West Water are monitoring four sites (Dartmouth, Dittisham, Stoke Gabriel and Totnes/Dartington) in respect of the water pollution and I have attended their meetings in regard to this. Anthony Mangnall MP also hosted a public meeting in Brixham with South-West Water, to also discuss coastal and river pollution.

At the DHNA AGM, the Harbour Master welcomed Emma McGee, who is the Environment Agency Catchment Officer, who is very enthusiastic, as an addition to the board, so hopefully we can invite her to one of our meetings.

At the Councillor Advocate meeting with inspector Ben Shardlow, he reported ongoing operational priorities locally, the theft of mopeds, power lines as well as fuel and catalytic convertors. However, the crime numbers across Totnes, Kingsbridge and Dartmouth seems to be going down and he is hoping that is going to be a trend.

Finally, I'd like to thank those Councillors standing down, for their dedication to the Community of Kingswear. It has been a pleasure working with you all.'

**C/198/22 - To resolve to approve Scheme of Delegation decisions made 04/03/23 to 05/04/23 (Clerk).**

It was resolved to approve the Scheme of Delegation decisions for the period 4<sup>th</sup> March 23 to 5<sup>th</sup> April 23.

**C/199/22 - Hanging baskets (Jonathan):**

**i) To approve quote – Hanging basket stands Fore Street.**

Approved Quote: Fisher & Company £1500 / To be funded from bequest funds.

**ii) To approve quote – Planting of hanging baskets.**

Approved Quote: Ash Tree Farm £18.50 x 30 Baskets/Troughs

**iii) To agree sponsor fee for 2023 hanging baskets.**

It was agreed for the hanging basket sponsor fee to be £25 per basket.

**C/200/22 - To approve quotes (Clerk):**

**i) Sign Castle Road Gardens.**

Approved Quote: Bespoke Oak Designs £415 (Inclusive of VAT) / To be funded from bequest funds.

**ii) Reseeding of area beneath memorial benches (Cemetery).**

Approved Quote: Brownstone Grounds Maintenance £340

**iii) Plaques – Memorial Trees.**

Approved Quote: Shrives Bros ££305.23 (Two 15x12 inch Granite Plaques)

**iv) Drain Clean.**

Approved Quote: Glanvilles – Quote approved for 1 day (£1,678) and 2 days (£3,356) dependant on drain cleaning requirement. Cllr Webber to identify which drains are to be cleared.

**C/201/22 - To consider grant – Kingfest 2023.**

The Council agreed to fund the cost of the insurance for the Kingfest 2023 event.

**C/202/22 - To consider cyber security insurance for the Parish Council.**

The Council's Internal Auditor has asked whether the Council considers it appropriate to take out cyber security insurance in case of Ransomware attacks or loss of sensitive data. The Clerk has obtained a quote from their insurer, BHIB as follows:

Data Breach Response is £50 + Insurance Premium Tax at 12%.

Cyber Insurance starts approx. at £345.25 Including Insurance Premium Tax.

The Clerk advised that the BHIB website states 'Small Councils can work in partnership and have a joint policy with up to 3 other Councils to split the cost of the Insurance.' It was agreed for the Clerk to ascertain whether this offer would apply to our Council.

**C/203/22 - Community Allotment Garden – To consider 23/24 fee.**

It was agreed to waive the annual allotment fee for the Community Allotment Garden.

**C/204/22 - To propose agenda items for the next Full Council meeting.**  
Councillors to notify the Clerk if they wish to add any items to the May 23 agenda.

**C/205/22 - Urgent Items – For information.**  
None.

*Sue Balsdon*

Sue Balsdon  
Clerk to the Council

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

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