

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Council Meeting held at the Sarah Roope Trust Rooms**  
**on Tuesday 12 March 2019 at 7.00pm**

**Present:** Councillors: L Maurer (Chairman), J Hawkins, B Longland, L Payne, E Parkes, M Trevorrow, E Jones, R Searle.

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

There were 3 members of public present.

**C/365/18 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/366/18 – To receive any apologies for absence from the Meeting.**

Cllr J Henshall, Cllr H Newcombe, Police Constable A Vaughan.

**C/367/18 - 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].**

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:***

A resident advised the Council that the trees located in the US garden have grown quite large. They have obtained a tree assessment which recommends either to remove the trees and replant with a species more suitable for the position or to crown reduce the trees and maintain the new height with regular pruning. The resident noted that as the land is owned by the Council, permission would need to be sought from them, before any work commences.

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

**i) Devon County Councillor – Cllr Jonathan Hawkins**

Work to stabilise the cliffs below Beacon Rd has commenced, and this will be to the specification that Devon County requires to reopen the path. Approx. £30k to £40k is required for the rest of the works, and DALAG will be working with the Council to raise this.

The AONB have been contacted to ask whether progress has been made with regards to Natural England's Coastal Access proposals which include Lighthouse Beach. The Secretary of State has yet to consider these proposals. Once approval is given and the establishment works are complete, the coastal access rights can commence.

The coloured lights along Fore Street have been removed to facilitate the vegetation clearance works on the bridge and enable an inspection of the structure. We have been advised that the lights are no longer fit for purpose, and quotes are being sought for their replacement.

**ii) South Hams District Councillors**

**Cllr Rosemary Rowe**

Much of what we have been doing during February at South Hams is available on our Website. There is a lot of useful information available on line.

These are some of the agenda items we considered at the Full Council Meeting on 21<sup>st</sup> February:

We have set the Council Tax for the S.H.D.C. portion at an increase of £5.00 per household for the year which equates to 10p per week. Which equates to £ 165.42 for a Band D property.

The Council has adopted a new 4 Banded Council Tax Reduction Scheme which ranges from 85% to 25%.

The management plan of the South Devon & Tamar Valley A.O.N.B. taking us up to 2024 has been completed and adopted.

There are no changes in the Car Parking Charges for 19/20 except where agreed as an alternative to the implementation of the Pay on Entry in Public Toilets.

The Council has now appointed Mrs Sophie Hosking (who was one of the two lead directors) to The Post of Chief Executive shared with West Devon. There will be some changes in the management when a report is completed within the next six months after the new council is elected.

The Elections for Parishes and the District are looming upon us. Nomination Packs are available now and the completed Papers etc. Have to taken to the Council Offices and registered correct by 4p.m. on Wed. 4<sup>th</sup> April.

### **Councillor Hilary Bastone**

As part of the SHDC Capital Programme £190k has been confirmed for replacement play equipment which brings the total funds invested to £520k.

Of the increase in the 19/20 Council Tax, only £5 per household relates to South Hams District Council. Increased precepts from Town and Parish Councils, Devon County Council, Fire Service and Police will also impact Council Tax bills.

There is to be a public exhibition by Baker Estates for the West Dart development, which is to be held in the Sports Hall, Dartmouth on 30<sup>th</sup> March between 11.00am and 3.00pm.

**iv) Police** – None.

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

**C/368/18 - 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 – 12<sup>th</sup> February 2019
- ii. Full Council Meeting – 12<sup>th</sup> February 2019 (Confidential)
- iii. Planning Committee Meeting – 26<sup>th</sup> February 2019
- iv. Extraordinary Council Meeting – 26<sup>th</sup> February 2019 (Confidential)

***It was resolved to approve the minutes without amendment.***

**C/369/18 - To resolve to approve the Expenditure of the Council for the period 06/02/19 – 05/03/19.**

***It was resolved to approve the expenditure of the Council for the period 6<sup>th</sup> February 19 to 5<sup>th</sup> March 19.***

**C/370/18 - To present for information - Monthly Finance Report and Bank Reconciliation.**

The monthly finance report and Bank Reconciliation were noted.

**C/371/18 - To receive an update from the Clerk - Community Speedwatch / Advice from PC Vaughan.**

The Clerk has received the following advice from PC Vaughan in relate to reports of Speeding:

There have been no official complaints or concerns raised in relation to speeding in the past few months. The implementation of any traffic calming measures are very drawn out. Initially evidence needs to be gathered to support any official action. PV Vaughan has suggested that any member of the community who believes they have witnessed or been subjected to any speeding issues, attempt to take down the registration of the vehicle which will then assist him in progressing the matter and taking any appropriate action.

The Clerk provided details of the Community Speed Watch scheme. Volunteers should contact the local policing team so that they may be inducted through the Police Volunteer programme.

It was agreed that the Clerk would contact PC Vaughan to invite him to our Annual Parish meeting to speak on this subject.

**C/372/18 - To review Tree Assessment and Recommendations (Strip of Land between Castle Road and Beacon Lane, Kingswear.**

A Tree Assessment report has been sent by a resident to the Council in relation to trees within the US garden. The recommendations in the report were reviewed by the Council, who voted in favour of appointing a tree surgeon to survey the trees and report on any maintenance required.

**C/373/18 - To receive an update from Councillor Payne – Community Orchard.**

The title deeds for Waterhead Creek / Jubilee Park have been sent to the Community Orchard's pro bono lawyer for registration with the Land Registry. Once that is done he will send us an engrossed copy of the lease for the parties to sign and will then register the lease of the Orchard Group with the Land Registry.

The Council voted in favour of the Clerk verifying all Council owned land is registered with the Land Registry.

**C/374/18 - To receive an update from Councillor Payne – Residents Parking Working Group.**

178 emails showing the amended proposals were sent out to residents asking that they reply by Monday 11<sup>th</sup> March. 20 responses were received, some expressing concern about the proposals and some asking questions and making suggestions. Approx. 70 people attended the Drop in sessions and most were adamant that something had to be done about the parking. There was concern expressed about what would happen to those who commuted to Dartmouth. Many have put forward helpful suggestions or were asking questions, which are listed below for Members to consider:

- 1) About 8 people expressed concern about the Higher Contour Road from the cemetery to the junction with Lower Contour Road. Commuters will park there and it will become unsafe for walkers and large boats entering the village. At the January meeting we discussed this and agreed to put double yellow lines there, among other amendments to Highways. All the other amendments were accepted but Highways left this one out of the Map. Another suggestion is to make the road a "clearway".
- 2) Likewise residents suggested double yellow lines for nearby the US Garden and further down Castle Road which are a safety concern at present due to cars blocking access to emergency services. Also double yellow lines would be needed some way up Redoubt Hill.
- 3) There has also been a suggestion that rather than marking up the two hour waiting bays on Higher Contour Road that the whole of Higher Contour Road should be open to two hour parking, as is available in Lower Contour Road.
- 4) The school have requested we have waiting bays with the times 4.15pm to 6.15 pm. This will accommodate after school activities that finish at 4pm. They also want to know if they can have visitors permits for their supply teachers as well as possibly 9 permits for their teaching staff.
- 5) Clarification has been requested for where the village precinct ends. E.g. Would residences half way up Slappers Hill be able to apply for permits. Highways have always said that nearby residences can be accommodated but not Hillhead.

The Residents Parking Working Group have reviewed the responses and would like to propose the following:

- 1) All the queries raised above will be put to Highways for amending the proposal.
- 2) We send out a revised map and description of the proposal to all residents of the parish requesting they vote whether they are in favour of it.

Cllr Payne advised that if residents voted in favour of the proposed Residents Parking Scheme, the precept would need to be raised to fund this.

The Council agreed that Cllr Payne will forward the revised proposal to Councillors for review prior to the April meeting.

**C/375/18 - To receive the Neighbourhood Plan Report from Councillor Parkes (General) and to discuss and approve the actions and any expenditure detailed in the report.**

Two open sessions were held in the Lower Village Hall - 6<sup>th</sup> March and 9<sup>th</sup> March. Both sessions were well attended. We had a very positive response the only objection being to the playpark at Hillhead although we had supporters of this also. The Neighbourhood Planning Group thank everyone who helped them. Following approval by the Council and its last meeting, Liz Beth has been appointed to work on the Character Assessment and will be coming to meet with the group on Friday. Liz Beth decided to send the draft plan to the neighbourhood plan coordinator at SHDC for initial feedback and we are waiting for his

response.

David Macilrath and Cllr Parkes have spent a lot of time in-putting data and on the presentation of the plan but they still have a way to go.

The Kingswear Wood and Waterhead Brake Wood that had been suggested for allocation as Green Spaces have been objected to by their owners. The Council agreed these should be excluded from the Neighbourhood Plan.

The end of grant form has been completed and accepted by Locality.

Expenses: Hall hire for 1 open session £14 / Photocopying and printer ink cartridge £15.49 – Printing open session.

**C/376/18 - To receive an update regarding the Lighthouse Beach from Councillor Parkes.**

Cllr Parkes advised that a resident who is a trustee of the South West Coast Path attended one of the Open Sessions. They recommended that Natural England be contacted to obtain an update with regards access to the Lighthouse Beach and the Council agreed for the Clerk to send a letter in this respect.

**C/377/18 - To discuss the possibility of a permissive path through Kingswear Wood on the western boundary.**

A resident has offered to consider the possibility of a permissive path through the western edge of Kingswear Wood. The Clerk will contact the resident to arrange a meeting to discuss this.

**C/378/18 - To receive an update regarding Beacon Road from Councillor Hawkins.**

Update given as part of the County Councillor report.

**C/379/18 - To agree the use of Jubilee Park for the Shakespeare Play on Saturday 22 June 2019 and to cover the cost of providing toilets for the event.**

The Council approved the use of the Jubilee Park for the Play and to cover the cost of providing toilets for the event.

**C/380/18 - To discuss the permanent donation of the Kingswear manual pump from the London Fire Brigade Museum.**

A letter has been received from the London Fire Brigade Museum proposing that they make a permanent donation of the Manual Pump to Kingswear Parish Council. This is because it no longer fits within the parameters of their collecting criteria which is that they only collect objects relating directly to the history of the London Fire Brigade. This will be a free transfer.

**C/381/18 - To discuss SHDC Road Sweeping Schedule.**

The Council has received complaints from residents with regards to the lack of road sweeping in Higher Contour Rd. SHDC's Road Sweeping schedule indicates that this Road is swept once every 12 weeks but if roads are found to be too congested with parked cars they are missed. The Council agreed that a regular Hand Sweep of Higher Contour Rd will be added to the Lengthsman Contract.

**C/382/18 - To discuss and agree whether we would require SHDC to send out poll cards in the event that the District Council seat is uncontested.**

The Council confirmed they will not require poll cards to be sent out, and the Elections Office will be informed of this.

**C/383/18 - To discuss the re-painting of the road sign at the end of Higher Contour Road.**

Cllr Hawkins confirmed that the re-painting of the road sign has recently been chased by Neil Oxton.

**C/384/18 - To receive an update from the Clerk – Adoption of Public Toilets.**

Cllr Maurer and the Clerk met again with Cathy Aubertin on 22<sup>nd</sup> February. SHDC have offered to include the Lower Ferry Toilets in their Cleaning Contract post transfer and the cost of this will be £1410 per annum. The toilets will need to be closed for refurbishment and Cathy has advised that this will hopefully

fall between Easter and Summer. It is necessary for the Council to appoint a Solicitor to act on their behalf with the transfer and in particular with the Land Registry application. SHDC have agreed to pay legal costs to a limit of £1000 plus VAT. A further meeting has been set up with Cathy and Guy Pedrick to discuss the lease.

**C/385/18 - To receive an update from the Clerk - Churchyard wall railings.**

The Clerk advised that the faculty application has proved to be quite a lengthy process and therefore submission of the application has been delayed until May.

**C/386/18 - To review and approve the Standing Orders and Financial Regulations for the Council.**

The Standing Orders and Financial Regulations were reviewed and amendments noted. The updated documents will be brought to April's full Council meeting for approval.

**C/387/18 - To review and approve the Financial Risk Management Register.**

The Risk Management Register was reviewed and amendments noted. The updated document will be brought to April's full Council meeting for approval.

**C/388/18 - To review meeting dates 2019.**

The Council agreed that Finance and General Purposes meetings should also be held in the Village Hall, if they fall on the same evening as the Planning meeting.

**C/389/18 - To propose agenda items for April Meeting.**

To approve the use of Jubilee Park for the Family Fun Day.  
To discuss 'Operation London Bridge'.

**C/390/18 - 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.**

*The Meeting ended at 9.15pm*

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