

KINGSWEAR PARISH COUNCIL
Minutes of the Council Meeting held at the Sarah Roope Trust Rooms
on Tuesday 11th June 2019 at 7.00pm

Present: Councillors: L Maurer (Chairman), J Hawkins, B Longland, G Webber, H Newcombe, P Burnell, E Jones, P Pudduck, J Hacking, S Smith.

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

There were 8 members of public present.

C/029/19 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/030/19 – To receive any apologies for absence from the Meeting.

District Cllr R Rowe, District Cllr H Bastone.

C/031/19 - 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 by residents in support of the Council pursuing ownership of the Strip of Land on Higher Contour Road. It was felt that Council ownership of the land may assist with the removal of the van and boat which have been left to deteriorate over the last few years.

Concerns were also raised with regards bin bags being left on pavements. Cllr Hawkins advised that free seagull proof bags are available from South Hams District Council and he would ensure a supply of these are held by the Lower Ferry Office. The Clerk will write to local holiday let companies to ask if they could encourage their holiday home owners to use these bags.

The Council will receive the following reports if available:

i) Devon County Councillor

Cllr Jonathan Hawkins – None.

ii) South Hams District Councillors – None.

iii) Police – None.

iv) Residents Parking

The Residents Parking Working Group hope the Council pursue title to the "strip of land " in Higher Contour Road for the following reasons:

- 1) The offending vehicles could be disposed of.
- 2) A cheaper solution to the residents parking problem could be afforded. (See previous report)
- 3) If that strip was owned by the council it could be a money earner renting out some parking spaces.

v) Neighbourhood Plan – Eileen Parkes

The Clerk has obtained the Kingswear Parish Council License number for Public Sector Mapping and a note of this has been made in the plan.

The designations of Local Green Spaces have been sent to South Hams District Council for their informal comments and the draft plan has been sent by South Hams out to the consultees for strategic Environmental and Habitat regulation assessment.

The Neighbourhood Planning group have been looking at ways to hold the consultation process. Cllr Hawkins has kindly offered the use of one of his buses for this purpose. A link to the Neighbourhood Plan will be added to the Parish Council website prior to going out to consultant with residents.

The public consultation will involve residents sending response forms to the Neighbourhood Plan Group, which will include their name, address and email. The Clerk advised a privacy notice should be sent with the consultation document, and that any personal information received by the group should be held securely, whether electronically or in paper format.

Important views of the Parish are being finalised and photos collected. Mrs Parkes asked Councillors that if anyone had a specific view which they thought should be included, then it should be sent to the Neighbourhood Plan Group ASAP.

The Council agreed a contribution of £20 could be made to David Macirath for the work he has completed on the presentation of the plan.

Mrs Parkes advised there would be additional expenditure in connection with the consultation (photocopying, newspaper advertisements, banners, hall fees etc).

The Council will reconvene to discuss the following items:

C/032/19 - To consider whether the Council pursue ownership of the strip of land on Higher Contour Road and agree future actions required.

The Council advised they have incurred legal expenses to the value of £2k with regards this matter and are reluctant to spend further public funds in pursuance of ownership.

The Council have registered a 'caution against first registration' which entitles them to be notified of, and the right to object to, any application made for first registration on the land.

***Assurance was provided by the Council, that they are not aware of any person who is interested in developing the strip of land.**

The Council voted not to pursue ownership of the strip of land ***at present**, but agreed that they use their Lengthsman to maintain and improve the area.

***AMENDMENT TO MINUTES APPROVED AT THE JULY FULL COUNCIL MEETING HELD ON 10.7.19.**

The Council assured residents that they share their concerns with regards the boat and van. Advice has been sought with regards the various legal remedies available to the Parish and District Council, but unfortunately any action taken would apply both universally and uniformly to all users of the strip of land. The Council are currently liaising with Roger English from the AONB, to ascertain whether there is anything they can do, to assist with this matter.

C/033/19 - To discuss a way forward for the Residents Parking Plan.

Cllr Longland will liaise with the existing members of the Residents Parking Group, to set up a meeting to discuss how the proposed parking plan can be progressed. It was noted that there are two new residents interested in joining the group.

C/034/19 - 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 May 2019
- ii) Full Council Meeting – 14th May 2019 (Confidential)
- iii) Extraordinary Meeting – 28th May 2019
- iv) Planning Committee Meeting – 28th May 2019
- v) Amenities & Environment Committee Meeting – 28th May 2019

The Council voted to approve the minutes, subject to the following amendments:

- i) Full Council Meeting 14.05.19 - Correct 'Councillors Present' - Amend Cllr Edwards to Cllr Jones.
- ii) Amenities & Environment Committee minutes – Include 'The Committee agreed Cllr Pudduck would take over responsibility for the moorings from Cllr Jones.'

C/035/19 - To resolve to approve the Expenditure of the Council for the period

08/05/19 – 05/06/19 – see attached.

It was resolved to approve the Expenditure of the Council for the period 8th May 19 to 5th June 19.

C/036/19 - To present for review – May Finance Report and Bank Reconciliation.

The Income & Expenditure report and bank reconciliation for month ended 31.5.19 was reviewed by Councillors.

C/037/19 - To resolve and finalise the Annual Return for the year 2018/2019

i) To receive and note the Annual Internal Audit Report.

The Council noted the Internal Auditor recommendations with reference its asset register and mooring fees.

ii) To approve the Annual Governance Statement

The Council approved the 2018/19 Annual Governance Statement.

iii) To approve the Accounting Statement

The Council approved the 2018/19 Accounting Statement.

iv) To set the date for the commencement of the period for the exercise of public rights.

The Council agreed that the period for the exercise of public rights will be 17.06.19 to 26.07.19.

C/038/19 - To review and adopt the Standing Orders for Kingswear Parish Council.

The Council approved the following amendments to their Standing Orders:

- i) Standing Order 3 (e) - To add 'at the discretion of the Chair' to 'Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
- ii) Standing Order 27 (a), (b) & (c) - The Council will determine the chairman for each of its committees.
- iii) Standing Order 27 (c) - To change the name for the General Purposes Committee to the Amenities & Environment Committee.

C/039/19 - To consider representatives to the following outside Committees and bodies for the ensuing year:

The following representatives were appointed:

- i) Port of Dartmouth Royal Regatta Committee – Cllr Maurer and Cllr Hawkins.
- ii) Dart Harbour Communities Group – Cllr Maurer.
- ii) Trustees of Sarah Roope Almshouses – Cllr Hacking.

C/040/19 - To update Committee membership with reference to the appointment of two new Councillors.

Cllr Hacking appointed to the Staffing Committee with Cllrs Maurer and Jones / Cllr Smith appointed to the Finance Committee with Cllrs Pudduck, Maurer, Longland.

C/041/19 - To consider and approve the purchase of an additional filing cabinet for the Village Hall.

The Council voted in favour of purchasing an additional filing cabinet for the Village Hall. The Clerk will obtain a quote for approval at next month's meeting.

C/042/19 - To consider and approve the purchase of a ships badge to commemorate HMS Cicala (Royal Dart).

The Council approved a quote in the sum of £58.60 for the ships badge.

C/043/19 - To consider and approve quote received for the Christmas Lights / Replacement of the Fore Street lights.

The Council approved a quote in the sum of £2500 to replace the string of lights in Fore Street and for the 2019 Christmas Lights display.

C/044/19 - To consider and approve quote received for the replacement of the Beacon Rd public bench.

The Council approved a quote in the sum of £531.99 + VAT to replace the Bench on Beacon Road.

C/045/19 - To consider and approve a request from the Coastal and Intertidal Archaeological Network to run a training session / conduct survey work (non-destructive) at the Lime Kiln.

The Council voted in favour of CITIZAN holding their training session at the Lime Kiln.

C/046/19 - To consider and approve appointment of a VAT specialist – Mooring Fees.

The Council voted to approve the appointment of a VAT specialist to assist with their backdated VAT registration with regards mooring fees – Cost £375.

C/047/19 - To consider and approve revised quote for the refurbishment of the Red telephone boxes in Higher and Lower Contour Road.

A revised quote of £1,450 was approved by the Council for the refurbishment of the Red telephone box on Higher Contour Road.

C/048/19 - To consider whether Kingswear Parish Council will declare a climate change and environmental emergency and agree any future actions required.

The Council voted in favour of declaring a climate change and environmental emergency. A working group will be set up to take forward the issue and agree actions that could be taken locally.

C/049/19 - To propose agenda items for the July 19 Full Council meeting.

- i) George South Memorial Garden.
- ii) Brixham Road speed signs.
- iii) Adoption of Public Toilets
- iv) Beacon Road.

The Meeting ended at 8.55pm

Minutes Approved: Councillor L Maurer – Chairman