

**KINGSWEAR PARISH COUNCIL**  
**Minutes of the Council Meeting held at the Village Hall (Lower Room)**  
**on Wednesday 10<sup>th</sup> July 2019 at 7.00pm**

**Present:** Councillors: L Maurer (Chairman), J Hawkins, B Longland, G Webber, P Pudduck, J Hacking, District Cllr Hilary Bastone, District Cllr Rosemary Rowe.

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

There were 2 members of public present.

**C/050/19 – Welcome from the Chairman**

The Chairman welcomed everyone to the meeting.

**C/051/19 – To receive any apologies for absence from the Meeting.**

H Newcombe, S Smith, E Jones, P Burnell.

**C/052/19 - 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].**

Councillor Hawkins declared an interest in the George South Memorial Garden agenda item, as the land is currently maintained by South Hams District Council.

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

Concerns were raised again with regards parking on Higher Contour Road. A resident and their neighbour's car had been hit whilst parked. It was also noted that an Ambulance had been called and had struggled to get through the parked cars.

A resident also raised the issue of bins being constantly full. They said they had seen other residents putting their household waste in the litter bins. Assurance was given, that when bins are overflowing, Councillors do notify SHDC to have them emptied. District Councillor Hilary Bastone also confirmed that this is a recognised problem across the South Hams and that steps were being taken to address this.

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

**i) Devon County Councillor - Jonathan Hawkins**

Cllr Hawkins advised, that he and Cllr Maurer will be meeting with Lisa Edmonds from Devon Highways to ascertain what measures could be taken to improve road safety with regards speeding on the approach to the village.

A revised scaled back proposal for Residents Parking will be put to Councillors over the next few months. If approved before January 2020, the Council will be able to precept for the cost of setting up the scheme and it will also be able to be included in the SHDC HATOC order for next year.

The Health and Wellbeing centre in Dartmouth is still controversial. The matter will be discussed at the SHDC Executive meeting next week, for a decision to continue to look into providing the land at the park and ride site at Norton Park.

Cllr Hawkins also said that he had recently been made a Governor at the Torbay & South Devon NHS Foundation Trust and is thoroughly enjoying the role. He hopes that his position with the Trust, will enable him to put the case forward for Dartmouth to increase the number of intermediate care beds offered.

There has been quite a lot of public concern with regards a planning application for the felling of trees at the end of Seymore Drive in Dartmouth, but Cllr Hawkins advised that officers have refused the application.

**ii) South Hams District Councillor – Rosemary Rowe**

Following on from the Local elections held at the beginning of May, those of us who were returned to the council, had to regroup ourselves very quickly and we now have a new look Council, bearing in mind that 15 of the 31 members are new. The new leader is Cllr. Judy Pearce. The deputy Leader is Cllr. Hilary Bastone and the members of the council's exec. are Cllrs Jonathan Hawkins, Nicky Hopwood, David May and Keith Baldry. The Chairman of the D.M.C. is Cllr Julian Brazil. The Chairman of the

Council is Cllr Rose Rowe. We have held several workshops and training days.

We will be working on our Capital Strategy which was approved in March, with the ability to borrow up to £60million. The approved programme of work includes a Hotel in Kingsbridge, 10 Acres of land at Sherford New Town to develop business units and for the Health and Wellbeing Hub at Townstal.

A Climate change Emergency debate has also been brought before the council and will be on the agenda for the next Council meeting on 25<sup>TH</sup> July.

The Annual report is now approved and available on the web site. Some interesting statistics include 2.7million waste collections, 2100 play park inspections, 2433 planning applications processed, 486 food premises inspected, 55,000 on-line transactions, 520 households were assisted to prevent them becoming homeless, 18000 tonnes of household recycling collected, 397104 passengers and cars used the Dartmouth Lower Ferry.

**iii) Police** – None.

#### **iv) Residents Parking**

The first meeting of the re-formed Residents Parking working group will be held on 17<sup>th</sup> July 2019. A report will be given at the September Full Council meeting.

#### **v) Neighbourhood Plan**

The Council approved payment of an invoice in the sum of £1850 for the completion of a character assessment for the Neighbourhood Plan.

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

#### **C/053/19 - 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 – 14<sup>th</sup> May 2019 (Confidential)
- ii) Full Council Meeting – 11<sup>th</sup> June 2019
- iii) Planning Committee Meeting – 25<sup>th</sup> June 2019
- iv) Finance Committee Meeting – 25<sup>th</sup> June 2019

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

#### Full Council Meeting 11<sup>th</sup> June 2019 – Minute C/032/19:

i) Add: 'Assurance was provided by the Council, that they are not aware of any person who is interested in developing the strip of land.

ii) Amend the following statement to include 'at present': The Council voted not to pursue ownership of the strip of land.

#### **C/054/19 - Financial Matters:**

- i) To resolve to approve the Expenditure of the Council for the period 06/06/19 – 04/07/19.

It was resolved to approve the expenditure of the Council for the period 6<sup>th</sup> June to 4<sup>th</sup> July 2019.

- ii) To present for review – June Finance Report and Bank Reconciliation.

The Income & Expenditure report and bank reconciliation for month ended 30.6.19 was reviewed by Councillors.

- iii) To review and approve proposed amendments to the 2019/20 budget.

The proposed budget amendments were reviewed and approved by Councillors.

#### **C/055/19 - To review and adopt – Document Retention Policy.**

The document retention policy was reviewed by adopted by the Council.

**C/056/19 - To form a Climate Action working group for the purpose of:**

- i) Preparing the Council's Climate Action Plan**
- ii) Researching sources of relevant funding and submit applications for specific projects.**
- iii) Networking with other local councils to share good practice, progress and challenges.**

Item deferred until the September Full Council meeting.

**C/057/19 - To discuss the maintenance and ownership of the George South Memorial Garden with consideration that the Council takes responsibility for maintenance and upkeep.**

The Clerk noted that the Council had approved taking on ownership of the George South Memorial Garden in April 17. This was subject to satisfactory outcomes on the structure and future liability of the wall and acceptance of the maintenance cost for the upkeep and repair.

South Hams District Council have advised that the Council should make a formal expression of interest to their Estates department, if they are interested in taking on the freehold. It was agreed for the Clerk to contact Guy Pedrick to progress this matter.

**C/058/19 - To discuss Brixham Road speed signs and agree future actions required.**

Cllrs Maurer and Hawkins are meeting with Devon County Council Highways to discuss the possibility of extending the 30mph speed limit.

**C/059/19 - To discuss Wood Lane road signage and agree future actions required.**

It was noted that there had been another incident of a large vehicle ignoring the 'Narrow Road' signs at the top of Wood Lane. Alternative signage to be discussed with Devon County Council Highways.

**C/060/19 - To receive an update from Councillor Hawkins with regards Beacon Road.**

The civil proceedings between residents on Beacon Road are ongoing. Devon County Council are keeping abreast of the situation.

**C/061/19 - To consider the provision of a restricted access gate at the Cemetery and agree future actions required.**

The proposed gate would be for nearby residents with children, to offer a safe pathway through the Cemetery, so that they may avoid the dangerous bend in the road, where a number of accidents have occurred. This will not be a permissive path for general use.

An objection was raised with reference to the gate being accessible to a few residents only, but it was felt that it would only be those residents living beyond the Cemetery who would utilise the gate. A suggestion was made, that the Council could consider the use of the verge across the road from the Cemetery as a pathway. It was noted however, that the Council had cleared this verge a couple of years previously but that it was used infrequently.

The Council voted in favour of installing the restricted access gate at the Cemetery.

**C/062/19 - To agree an action plan for the transfer of the Canon to Jubilee Park and approve costs.**

Councillors approved for the Canon to be sited in Jubilee Park, although a suitable location has yet to be identified.

Dart Haven have agreed to transfer the Canon from the Marina to Jubilee Park, however repairs are required to the Canon before this can be done.

Quotes to be sought for the repair and the laying of a paved area / hardstanding in readiness for the transfer.

## **C/063/19 - To receive an update from the Clerk and agree future actions for:**

### **i) Churchyard Wall Railings**

The faculty application is now complete, however the Council will need to provide site and elevation plans for this to be submitted to the Diocese Advisory Committee. Plans will also be required for the planning application for Listed. Quotes to be obtained by the Clerk, for approval at the next Full Council meeting.

### **ii) Grounds Maintenance Contract**

The Council's current Grounds Maintenance contract expires on 30.09.19. Several contractors have been contacted to provide a quote for the period 01.10.19 to 30.09.21 and these will be considered at an extraordinary meeting of the Council on 24<sup>th</sup> July 19.

### **iii) Lower Ferry Toilets**

The Clerk advised that they had received the following answers from South Hams District Council in response to the Council's queries regarding the lease transfer:

#### **i) Whether any proposed increase in the annual rental could be limited to an inflationary increase only.**

SHDC confirmed that there is no provision for the Landlord to increase the rent during the term of the lease and it will therefore remain at £1 per annum.

#### **ii) The Lessee is responsible for contributing 50% of the cost incurred by the Lessor in respect of repairing, rebuilding, and cleaning those parts of the premises situated under and including the roof garden of the residential flat forming part of the property and in addition to pay a fair proportion of the expenses payable in respect of repairing and cleaning the party walls, fences, sewers, drains and footpaths used in common with the Premises and other parts of the property.' The Council are happy to maintain the walkway to the entrance to the toilets, but have concerns with regards contributing 50% of the costs relating to other parts of the property.**

SHDC confirmed the Council would be responsible for:

- a) 100% of the Internal Repairs
- b) 50% of the cost incurred by the Lessor in respect of those parts of the premises situated under and including the roof garden of the residential flat.
- c) A fair proportion of the expenses in repairing and maintaining the other parts of the property.

The Council agreed further clarification is required with regards to the terms of the lease. A meeting will be sought with Cathy Aubertin and Guy Pedrick for this purpose.

### **iv) Trees – Strip of Land, Castle Road**

The Clerk has contacted the Tree Specialist at SHDC to clarify their position with regards to a request for trees to be felled on land owned by the Council. They have confirmed that they saw no significant defect with the trees and therefore refused the works proposed. It is now likely that a provisional TPO will be served as per the requirements under primary legislation, to have regard for the protection of trees of amenity value.

### **v) Permissive Path – Kingswear Wood**

Cllr Maurer and the Clerk met with the land owner of Kingswear Wood with regards the possibility of a permissive path. The owner has suggested the land could be leased for a nominal sum of £1. In order to create the path, the bank on Higher Contour Road, would have to be dug out to allow steps to be built, the cost of which would be payable by the Council.

An estimate of the cost will be provided by the land owner, so that the Council can make an informed decision as to whether they wish to proceed.

**C/064/19 - To propose agenda items for the September 19 Full Council meeting.**

To consider safe cycling in Kingswear – Signage.

**C/065/19 - Urgent items - For information.**

A practical mooring issue was discussed by Councillors with regards Waterhead Creek.

**C/066/19 - 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 Meeting ended at 8.50pm*

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