

KINGSWEAR PARISH COUNCIL

Minutes of the Council Meeting held at the Sarah Roope Trust Rooms on Tuesday 10 January 2017 at 7.00pm (for formal approval at the next Meeting of the Council)

Present: Councillor J Henshall – Chairman

Councillors: E Jones, L Maurer, H Newcombe, E Parkes, R Searle, L Payne and J Hawkins.

Apologies: Councillors M Trevorrow E Essex
Police Constable A Vaughan
District Councillors H Bastone and R Rowe

In Attendance: Mr David Edwards – Clerk to the Council

There were 9 members of the public present.

C/382/16 – Welcome

The Chairman welcomed everyone to the meeting.

C/383/16 – Declaration of Interests

The Members were reminded that any changes to their Declaration of Interests should be notified to the Clerk.

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

Questions from the public:

Reference was made again to the problems of contractors who are working on properties obstructing roads with their vehicles and equipment. This causes unnecessary inconvenience to many residents who are experiencing delays and could be more serious if an emergency vehicle is unable to access a property.

The Clerk would refer to the Highways Officer (DCC) and the Localities Officer (SHDC) on future directives to contractors and enforcement.

Reference was made to the installation of the fence by the Council at the cemetery which has stopped some residents and visitors from using the cemetery as a walk way. The residents explained that the gap in the hedge has been there for many years and for a time there was no hedge barrier between the cemetery and the road. The residents stated that the gap allowed pedestrians the safety of walking away from the road where at this point there is a particularly dangerous corner. The residents were concerned that there had been no consultation or an opportunity to discuss the installation prior to it being put in place.

Reference was made to the completion of the 2015/2016 Audit and the requirements and notes made by the Auditor. The Clerk confirmed that the Accounts had been approved and they had been signed off. The appropriate notice had been published. The notes to the accounts set out instructions for future audits where some procedural items had not been correct at the 2015/2016 audit.

The Chairman thanked Mr Pudduck for his assistance and apologised for the difficulties caused to him during the process.

Reference was made to the opening of the new swimming pool in Dartmouth and it was made known that there was a free swimming offer for school children.

The Council will receive the following reports if available:

- i. Devon County Councillor***
- ii South Hams District Councillors***
- iii Police***

There were no reports.

The Council reconvened to discuss the following items:

C/384/16 - To resolve to approve the following minutes subject to any amendments:

- i. Full Council Meeting – 13 December 2016
- ii. Finance Committee Meeting – 12 December 2016
- iii. Planning Committee Meeting – 20 December 2016

(Councillor Hawkins arrived at the meeting)

Matters Arising:

C/358/16 – Lighthouse Beach – Councillor Parkes explained that she had asked that this be on the Agenda for this meeting but it had been omitted. Following, the last Council meeting, however, and the fact that there is some urgency Councillor Parkes proposed that a letter be written to The Planning Inspector to request an extension to the deadline for the reopening of the Official Enquiry.

It was RESOLVED that a letter be written.

C/372/16 – Recycling/Composting site – it was noted that Devon County Council had cut the subsidy for recycling.

Amendments:

Finance Committee Meeting – 12.12.2016 – (F/12.12/7 - To discuss the appointment of an internal auditor).

No recommendation was made and it was agreed that this item be included as an agenda item for the Precept Meeting.

C/385/16 - To decide on the option to enter into consultation with the residents affected by the installation of the fence at the cemetery with a view to obtaining their views and reporting back to the Council on any options that might be available by means of a compromise arrangement.

It was RESOLVED that the Clerk arrange a meeting with the residents to discuss and prepare a report to bring back to the Council for its next meeting.

C/386/16 - To discuss the support to be given to the 2 to 4 Group with regard to the service that is being offered in conjunction with Dartmouth Caring whereby volunteer car drivers will help with transport to

hospital, doctor appointments or other activities that benefit the elderly and vulnerable members of Kingswear.(Cllr Payne)

It was explained that whilst Dartmouth Caring are prepared to administer the service, it may have to impose a charge if the telephone calls exceed 8/9 calls in a week. The elderly group in Kingswear known as the 2 to 4 Club, whose members are the main beneficiaries of the service, have no income to cover any additional costs. It was noted that the Carlow Bequest was to provide support for the elderly residents. Comment was also made that residents of Hillhead Ward are eligible for the services provided, together with other residents who are not necessarily elderly but have a particular need. The services offered by Dartmouth Caring should be advertised through social media.

It was RESOLVED to underwrite any costs for the first 12 months and a review then takes place.

C/387/16 - To set the date of the Precept Meeting and to put forward any items that are required to be included in the budget. (see report and outcomes of the Finance Committee Meeting)

It was requested that the Neighbourhood Plan budget of £2000 is included.

It was RESOLVED that the Precept Meeting be held on Tuesday 24 January 2017 at 7.00pm.

C/388/16 - To receive the Neighbourhood Plan Report from Councillor Parkes (General) and Councillor Payne (Residents Parking) and to discuss and approve the actions and any expenditure detailed in the report.

There was no Residents Parking Report.

Councillor Parkes read the following report:

We have been working very hard on revising the questionnaire and would like to publicly thank David Macilrath for all the time and effort he has put into the formatting of this. In relation to this I am asking for a payment of £56.68 for two replacement ink cartridges to be made payable to David Macilrath.

We are hoping to go to print the end of next week. New quotes for this are being obtained now we have the final document. I would like to check that the following are willing to deliver the questionnaires:

Councillor E Jones – Redoubt Hill, Ridley Road, Church Hill and Castle Road.

Councillor L Maurer – In the area of Broad Road all farms and houses from Hoodown Farm, Croftland Farm, the Toll House Cottages, Boohay, Nethway, Woodhuish, Brownstone out to Colleton.

Councillor H Newcombe: Area of Greenway and Galmpton

Councillor J Henshall: Wood Lane and Upper Wood Lane (and assist with Hillhead if required)

Councillor E Essex: Hillhead

Councillor L Payne: Brixham Road, Fore Street, Priory Street and the Square.

Councillor E Parkes: Lower Contour Road, Beacon Road, Beacon Lane and Bridge Road.

A review will be undertaken as to progress as the delivery is to take place by first week in February.

Councillor Parkes asked that if any Member or they knew of any member of the public who was willing to assist to contact her.

The questionnaire will also be available for completion on the Website:
kingswearneighbourhoodplan.co.uk

The Annual Parish Meeting to include a request for feedback on the questionnaires.

A budget figure of £2000 be included in the Precept for 2017.2018.

It was RESOLVED:

- ***To accept the report.***
- ***To approve the expenditure as advised.***
- ***That the date for the Annual Parish Meeting be Monday 15 May 2017***

C/389/16 - To resolve to approve the Expenditure of the Council for the period 07 December 2016 to 04 January 2017 – see attached.

Reference was made to the option of the Dartmouth Information Centre stocking copies of the Kingswear walking guides. South Hams District Councillor Bastone was making some enquiries and would advise.

The question of how many guides were held in stock was raised and investigation is required as to their location.

It was RESOLVED to approve the Expenditure.

C/390/16 - To discuss and review the contract details related to the Christmas Lights and to decide on any action required to ensure the Lighting system is up to the required standards and meet all the requirements of the Council in future (Cllr Jones)

Councillor Jones suggested that a review of the procedures should take place for future years, specifically the Council should be aware of its health and safety responsibilities. It was noted that the contractor had provided all the required certificates and he held the appropriate insurance cover.

The Council also had the benefit of advice from a resident who is a qualified electrician and he was able to fix a fault with the lighting box.

The Chairman added that she had been in contact with the Ferry Office to enquire if the string of lights can be fixed across these premises for future years.

There was some debate over how the arrangements with the School could be improved and it was noted that Councillor Jones has a good relationship with the head teacher and he can work provide this liaison.

The Chairman explained that, in addition, she had spoken to the Head teacher and it had been agreed that a meeting takes place with her, the Clerk and Councillor Parkes (reference the Neighbourhood Plan).

C/391/16 - The Chairman and Vice Chairman as the elected Members of the Staff Committee to make arrangements to review the Clerk's work

and contract following the end of the probation period.

It was RESOLVED that a meeting be arranged.

C/392/16 - To arrange a date for the Cemetery Committee meeting.

It was RESOLVED that this would be a meeting of the General Purposes Committee.

C/392/16 – To discuss the Kingswear Award procedure and discuss suitable nominations

Please see confidential minutes

The Meeting ended at 20.30

Minutes Approved:

.....
Councillor J Henshall - Chairman