

**KINGSWEAR PARISH COUNCIL**

**Minutes of the Annual General Council Meeting held at the Sarah Roope Trust Rooms on Tuesday 09 May 2017 at 7.00pm (for formal approval at the next Meeting of the Council)**

*Present:* Councillor J Henshall – Chairman

Councillors: L Maurer (Vice Chairman) L Payne, E Jones, E Essex, H Newcombe, R Searle, M Trevorrow

*Apologies:* Councillors E Parkes and J Hawkins.  
District Councillor H Bastone  
Police Constable A Vaughan

In Attendance: Mr David Edwards – Clerk to the Council

There were 3 members of the public present.

***C/001/17 – Welcome & Election of Chairman and Vice Chairman for the Council Year 2017.2018.***

The present Chairman welcomed everyone to the meeting.  
A vote was taken by ballot and it was:

***RESOLVED that Councillor Henshall be elected as Chairman of the Council for the forthcoming Council Year.***

A vote was taken and it was:

***RESOLVED that Councillor Maurer be elected as Vice Chairman of the Council for the Council Year 2017.2018.***

Councillors Henshall and Maurer signed the Acceptance of Office.

***C/002/17 – 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 members of the public to ask questions and make representations to the Council:***

*Questions from the public:*

A question to the County Councillor was raised on his non attendance at the Resident Parking Group Meetings.

Further concerns were raised over the continuing problems of road access on Higher Contour Road and Wood Lane. This is due to the construction work taking place in Wood Lane. Comment was made that the builder's storage compound is encroaching on to the highway; the contractor's vehicles are blocking the road even though no loading or

unloading is taking place and the vehicles are not being moved within the 20 minute limit. The work commences early and ends late which is causing a great deal of stress, noise and inconvenience to the nearby residents.

It was agreed and confirmed that a letter be written by the Clerk to the Highway Authority explaining the ongoing difficulties being experienced.

Comment was made with regard to the need for an additional dog waste bin in the area of Mount Pleasant. It was noted that a request be made to the District Council for a new dual purpose (general waste and dog waste) bin be installed.

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

***i. Devon County Councillor***

*There was no County Councillor report.*

***ii South Hams District Councillors***

Councillor Hawkins – no report

Councillor Bastone no report

***iii Police Report:***

No report, however, the Chairman advised that the Wishing Well padlock had once again be broken and some money taken. A suspect, who had committed similar crimes in Dartmouth had been apprehended. It was assumed that this individual had been responsible for the Wishing Well theft.

***The Council reconvened to discuss the following items:***

***C/003/17 - To resolve to approve the following minutes subject to any amendments:***

i. Full Council Meeting – 11 April 2017

ii. Planning Committee Meeting – 25 April 2017

***Amendments:***

***Public Question Time:***

It was noted that at the previous Council Meeting the question to the County Councillor on the County Council decision to reduce funding to the local schools, in addition to the cuts by Central Government, was raised but had not been included in the minutes.

The yellow lines issues have been confused. The question regarding the lines below Kingswear Wood and opposite the resident's garage, which have now been removed is allowing cars to be parked in the visibility splay; the splay area needed to be hatched. The lines at the junction of Ridley Hill/Hr Contour Road had been lengthened following discussion with Residents Parking Group but it was felt that they had been extended too far, maybe a car length, taking out three car lengths in total.

***It was RESOLVED to approve the Minutes subject the amendments detailed above.***

***C/004/17 - To resolve to approve the Members to serve on the following Committees:***

***It was RESOLVED that:***

- PLANNING COMMITTEE - All Members of the Council except any Councillor who has also been elected to South Hams District Council.
- FINANCE COMMITTEE – Councillors Henshall, Maurer, Payne and Jones.

- GENERAL PURPOSES COMMITTEE – Councillors Henshall, Maurer, Newcombe and Payne

**C/005/17 - To discuss the Resident's Parking Report and resolve to approve any actions from the report:**

1. That a log of all incidents concerning parking be conducted by all members over the summer. That at the end of the summer if log indicates a serious problem that the Council present the log to Devon Highways and ask for a comprehensive residents parking scheme be introduced for all of Kingswear.
2. Proposal that the Council investigate the "Garden Allotments" area south of Higher Contour Road with a view to purchasing/owning it and then converting it into extra parking.
3. Proposal that the council write to Darthaven Marina expressing concern about the new parking arrangements and include in the letter all the points raised in the Report from the Residents Parking Working Group.
4. Proposal that the Council write to the head teacher of Kingswear Primary School expressing concern about the blocking of the road by parents in Higher Contour Road and pointing out that it is possible to park in the marina for one hour free.

***It was RESOLVED to action 1,2 and 3.***

Item 2. It was noted that the owner of the adjoining land was known to the Members and Councillor Newcombe agreed to contact him to investigate ownership. Once these enquiries had been made, a surveyor is to be employed to look at the bank stability and potential liability.

Item 4. This had been an item of discussion in the past – due to the lack of parking and the requirement that the children are escorted to the school gate, the parents have no other option. Most residents understand the situation and are aware of school times.

The Resident's Parking Group have reviewed potential parking options and it was noted that some additional spaces could be created up from Jubilee Park on Brixham Road by cutting back some of the bank and taking out some double yellow lines.

**C/006/17 - To receive (if available) the Neighbourhood Plan Report from Councillor Parkes (General) and to discuss and approve the actions and any expenditure detailed in the report.**

It was noted that the Plan Questionnaire results would be the subject of the Parish Meeting next Monday.

**C/007/17 - To resolve to approve the Expenditure of the Council for the period 06 April 2017 to 30 April 2017 – see attached.**

***It was RESOLVED that the Expenditure be approved.***

**C/008/17 - To receive a financial report from the Clerk and to resolve to approve the Accounting Statements for 2016/2017 and the Schedules for submission to the external auditor (see attached)**

***It was RESOLVED to approve the documents and actions:***

- ***Schedules for submission to the External Auditor – Schedule B***
- ***A list of the unrepresented cheques as at 31<sup>st</sup> March 2017 amounting to £8954.81***
- ***Section 2 Accounting Statements for 2016.2017***
- ***Schedules for submission to the External Auditor – Schedule C1, C2 (3 sheets),E and F1***
- ***The Members of the Finance Committee would individually verify the accounting records, check invoices to payments on bank statements and the bank reconciliation figures.***
- ***The Members of the Finance Committee to also review the Financial Regulations and undertake a financial risk assessment.***

**C/009/17 - 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.(Contractual arrangements with regard to potential legal action)**

*The Meeting ended at 20.50*

Minutes Approved:

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Councillor J Henshall - Chairman