

KINGSWEAR PARISH COUNCIL
Minutes of the Full Council Meeting held at the Village Hall (Lower Room)
on Wednesday 13th March 2024 at 7.00pm

Present: Cllrs L Maurer (Chairman), J Hawkins, G Webber, H Newcombe, C Dawes, A O'Rourke, S Pearson, M King, R Reed, District Cllr G Yardy

In Attendance: Sue Balsdon (Clerk)

Members of public present: 7

C/204/23 – Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

C/205/23 – To receive any apologies for absence from the Meeting.

Cllr M Bentley, District Cllr B Cooper

C/206/23 - 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].

None.

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

Representation was made in regard to:

- a) 20 is Plenty Signs
- b) Lighthouse Beach
- c) Lengthsman Contract

Please see Lighthouse Beach update in Devon County Councillor report below.

The Council will receive the following reports if available:

a) Devon County Councillor

Devon County Council have decided not to continue with their proposal of putting parking meters in Dartmouth which is great news.

A consultation is taking place regarding the future of Kingswear school and the closing date is 22nd March 2024.

<https://www.devon.gov.uk/haveyoursay/consultations/consultation-on-the-future-of-kingswear-primary-school>

South West Water are out to consultation regarding all four of the 'Friends of the Dart' bathing water application sites. Their negotiations with South West water have shown that achieving bathing status will update the timeline for resolution to sewage and waste water spills both at the site and 5km upstream. Bathing status can make a real difference for the health of our river. Please follow the link and add your voice to the applications at Steamer quay Totnes, Stoke Gabriel, Dittisham and Warfleet, Dartmouth.

<https://consult.defra.gov.uk/water/consultation-on-designation-of-27-sites-as-bathing>

I attended a fantastic meeting in Marldon about their composting project. They received nearly £9k from the District Council and funds from Devon County Council and their first day of composting is Sunday 20th March.

For Information - Lighthouse Beach Update (Chairman of the South West Coast Path Association)

The enabling legislation for the King Charles III England Coast Path (KCIIECP) identified a right of access to the 'Coastal Margin'. The landowner challenged the inclusion of Lighthouse Beach in the Coastal Margin as was his right. The DEFRA Secretary of State accepted the recommendation of the duly appointed Planning Inspector in favour of inclusion of the beach in the Coastal Margin and consequently public access, after an exhaustive review, during which Parish, District, and County Council representatives and other stakeholders presented evidence in favour of public access based on strong historical precedent.

As of 6 March 2024, the stretch of KCIIECP from Minehead to Lyme Regis has been approved, and SWCPA understand path establishment work is now in hand under a contract, in our locality administered by Devon County Council (DCC), prior to opening the Kingswear stretch this year. An establishment grant has been available to DCC via a dedicated Natural England KCIIECP fund. Once the establishment works are complete, and the KCIIECP stretch is declared 'open' then the access rights to the Coastal Margin are, I understand, fully valid. However, given the fact that the Inspector has upheld the previous public access to Lighthouse Beach, I personally can see no reason, Countryside Management and Public Rights of Way (PROW) funds permitting, why Parish, South Hams District and Devon County Councils could not consider refurbishing the old path down to the beach as far as the locked gate. A formal inspection and assessment by DCC PROW team might be appropriate to assess work required to expedite matters. DCC are best placed to determine when it is appropriate to remove the gate and restore public access.

Beacon Lane has been formally designated I understand as an 'alternate route' to the KCIIECP primary route along Church Hill/Beacon Road. Beacon Lane is safer, more scenic, and favoured by all stakeholders as the preferred route. The sequence as I understand it, is for the private contractor work mandated by the Court Order, (reviewed and approved by DCC Highways Engineers), to complete, and then for DCC Highways engineers to assess what additional public-funded work is required to re-open the path. At this point DCC might wish through the South-West Trails Partnership forum, or direct to the SW Coast Path (SWCP) National Trails Officer to ask the SWCPA Charity for supporting funds to improve the historic route. The SWCPA is presently working with DCC and the National Trust to improve the Coast Path above Newfoundland Cove, where cliff erosion, (exacerbated by the fire some years ago), is placing the existing line of the Coast Path in jeopardy. SWCPA funds are limited, and we cannot guarantee a contribution for any required Beacon Lane public funded work, but we would certainly consider any application very carefully and do our best.

Summing up, the lead for Beacon Lane is presently with DCC Highways, either to hasten mandated private contractor work, or to declare it complete and to move on to an assessment, which may require contributions from stakeholders, Parish, District, Devon County, Charities (such as SWCPA), and private contributions.

b) South Hams District Councillors

Please see Kingswear Parish Council website (Full Council Minutes) for District Councillor reports.

c) Police

None.

d) Sustainable Kingswear

'Our offer of thermal imaging, we have had two more take ups this year, which means we have done 15 households in total with our thermal imaging camera which was funded by the District Council.

We have been circulating the information on sharing EV charging and I have gone around to all of the households in the Parish that I could find that have a charging point accessible and visible and asked whether they would consider the sharing of their EV charging point via 'Co-Charge' and Just Park'.

We have been involved in getting the Community Growing Space up and running.

A local farmer kindly offered their ex-iodine barrels which could be used for water butts, which we have advertised but we have had nobody take up this offer as of yet.

The Council will reconvene to discuss the following items:

C/207/23 - To make comment to the Planning Authority with regards to the following planning applications (Hector):

- a) **Ref:** 0349/24/HHO **Proposal:** Householder application for two-storey side extension **Site Address:** The Contour House, Redoubt Hill, Kingswear, TQ6 0DA
SUPPORT
- b) **Ref:** 0369/24/FUL **Proposal:** Alterations including raising eaves, replacement roof, construction of balcony & associated internal and external alterations **Site Address:** Quiet Waters, Lower Contour Road, Kingswear, TQ6 0AL
OBJECT – The proposed work will alter the character of the property.

C/208/23 - To resolve to approve the following minutes subject to any amendments:

- a) **Full Council Meeting – 14/02/24**
- b) **Finance Committee Meeting – 4/3/24**

All minutes were approved without amendment.

C/209/23 - To resolve to approve meeting notes:

- a) Cemetery Lodge Working Group Meeting – 13/02/24**
- b) D Day Commemoration Working Group Meeting – 29/02/24**

All meeting notes were approved without amendment.

C/210/23 - Financial Matters (Clerk).

- a) To resolve to approve the expenditure of the Council for the period 01/02/24 – 29/02/24.**

It was resolved to approve the expenditure of the Council for the period 1st February 2024 to 29th February 2024.

- b) To present for review the month end finance report and bank reconciliation as at 29/02/24.**

All Councillors have received a copy of the payment list for the period 1/2/24 to 29/2/24. A copy of the list is also available via the Parish Council's website. All receipts and payments have been reconciled against our bank statements and no differences have been identified.

The Council have £48,595.97 in total across all 3 accounts as at 29th February, however £16,075 of this balance relates to bequest funds or money that has been ringfenced by the Council. The balance in the Council's current account is £32.5k. The Council have yet to pay for the tree survey works, drain clean and Lengthsman Costs, one month grounds maintenance contract, works at Cemetery Lodge, play area repair works, March salary payments and the DHNA licenses for the Parish Pontoon.

- c) To verify bank reconciliations for all accounts produced by the RFO.**

Bank reconciliation verified by Cllr Reed.

C/211/23 - To resolve to approve Scheme of Delegation decisions made 01/02/24 to 29/02/24 (Clerk).

C/212/23 - To review and adopt:

- a) Financial Regulations**
- b) Risk Management Register**

The Financial Regulations and Risk Management Register were reviewed by Councillors and the recommended changes identified by the Finance Committee were approved.

C/213/23 - To receive Chairman's report (Cllr Maurer).

The Chairman advised that the Wishing Well had been emptied and the sum collected is £625.

C/214/23 - To receive report – Hillhead Ward (Hillhead Councillors).

Cllr King advised that the overgrown hedges at the bottom of Raddicombe Drive have now been dealt with and we are now awaiting for South Hams District Council to clear the moss and debris from the footpaths. The telephone box has been cleaned again and this will now be undertaken every 8 weeks. Contact has been made with the residents of 10-18 Raddicombe Drive with regards to their trees and we are awaiting contact details of the management company, so that we can progress this. Cllr King and Bentley are finalising the proposals for the additional double yellow lines on Raddicombe Drive and these will be brought to the next Full Council meeting for approval. Whilst undertaking this work, it has been noticed that some of the junction road markings have eroded and Cllr Hawkins advised that this should be reported to Devon County Council, using their Report a Problem page.

Cllr King also advised that over the last month, it has become more noticeable that residents at Raddicombe and Hillhead are becoming aware of him and Cllr Bentley as Councillors and are starting to engage and ask questions which is good news.

C/215/23 - To approve updated contracts and costs for (Clerk):

- a) Grounds Maintenance Contract**
- b) Lengthsman Contract**

The Clerk advised that the Council had been unable to recruit to the Lengthsman post advertised in August 23. The Council therefore approved a quote from their grounds maintenance contractor to undertake the following works which had formerly been part of the Lengthsman contract:

HIGHER CONTOUR ROAD

1. Cut verge in front of Westerland Terrace (4 times per annum).
2. Strim and clear overgrowth, triangular area of land at the junction of HCR & LCR, plus the bank opposite (4 times per annum).
3. Strim and clear overgrowth – Strip of land to the left as you enter HCR (4 times per annum).

WOOD LANE, UPPER WOOD LANE, CASTLE ROAD, BEACON ROAD, RIDLEY HILL

1. Spray weeds & moss treatment bi-monthly March to October).

THE SQUARE, FORE STREET, THE BANJO

1. Spray weeds & moss treatment bi-monthly March to October).

HILLHEAD

1. Cut back hedges and foliage – Footpath Hillhead Park to Raddicombe Drive (2 times per annum).
2. Raddicombe Drive, Linhay Close, Raddicombe Close - Spray weeds & moss treatment bi-monthly March to October).

Misc

1. Clear / strim around mile sign on Brixham Road

The updated grounds maintenance contract was approved by Councillors. It was agreed that the photographs of the work completed, which are regularly sent by the grounds maintenance contractor should be posted on Facebook.

The following works are to be undertaken by a drainage Lengthsman at a cost of £23 per hour:

1. Monitoring and clearing as required, the drainage infrastructure within the Parish.
2. Emergency clearance of drainage blockages.
3. Two full monitoring checks of the drains (Autumn and Spring)
4. Preventative removal of leaves in order to prevent blocked drains (Autumn).
5. Preventative removal of weeds where they affect drainage.

The Lengthsman contract was approved by Councillors.

C/216/23 - To receive an update and agree next steps in regard to (Clerk):

a) Additional double yellow lines – Raddicombe Drive

With regards to the proposed additional double yellow lines on Raddicombe Drive, it was agreed that the Parish Council would consult with residents on Raddicombe Close and Linhay Close also.

b) Creek Pontoon condition survey

The recent Creek Pontoon survey advised that:

'Where the gangway is joined to the supporting posts and pontoon with rope, we advise that these be replaced with chains or wire to provide longevity. Otherwise, ropes should be changed frequently or at any sign of fraying to reduce risk of failure due to UV or sea water damage, which rope is particularly susceptible to.'

It was agreed for the Clerk to send to Cllrs Reed and Dawes, the advice received from the Council's insurers as to whether the work could be undertaken by a Councillor and for this to be overseen by a local surveyor.

c) Westerland Terrace Covenant

The Council are liaising with South Hams District Council regarding the covenant on the Westerland Terrace properties. The Principle Affordable Housing Officer has contacted their legal department to ascertain whether legal action can be taken against those not adhering to the covenant.

C/217/23 - Amenities & Recreation – To agree future actions in regard to (Cllr Hawkins):

a) Painting of Toll House bus shelter

As per previous years, a local resident has very kindly volunteered to undertake the painting of the Toll House bus shelter.

b) Lime Kiln Steps/Handrail

Councillors agreed that no further works were required to the Lime Kiln steps and handrail.

C/218/23 - To receive an update in regard to the D Day 80 Commemoration Event (Cllr Hawkins)

The Council together with the St Thomas of Canterbury Church, are organising a service of remembrance and thanksgiving to commemorate the 80th anniversary of D Day. The service will be held on Thursday 6th June and will start at 7.00pm.

C/219/23 - To agree date and speakers for the Annual Parish Meeting (Clerk).

It was agreed for the Annual Parish Meeting to be held on Wednesday 22nd May 2024. The Clerk to invite the following speakers – County and District Councillors, Stay & Play Group, Community Growing Space, Waterhead Creek Preservation Society, Community Orchard, Forward Point, National Trust, Steam Railway, Police Liaison Officer and Sune Nightingale.

C/220/23 - To agree meeting dates for 24/25 (Clerk).

The meeting dates for the July and October Finance Committee meetings to be rescheduled. The Clerk to send out a revised schedule when these dates have been agreed with the Chair of the Finance Committee.

C/221/23 - To propose agenda items for the next Full Council meeting.

Councillors to notify the Clerk if they wish to add items to the next agenda.

C/222/23 - Urgent Items – For information.

The Clerk has received notification from a nearby resident, that the branches of a cherry tree located on Parish Council owned land, has grown up through the BT telephone wires. As the tree is located in a conservation area, it was agreed for the Clerk to contact the District Council Tree Officer to obtain permission for the works to be undertaken.

C/223/23 – Confidential Items:

1. To review report received from Elliott Construction in regard to the Cemetery Lodge Structural Survey and agree future actions.

The Clerk advised that quotes have been received from Elliott Construction regarding the works recommended in the structural survey report. The total cost of the works quoted for, which includes the replacement of the septic tank, oil tank, roof and chimney is £42k.

The Clerk to obtain comparative quotes for septic tank and oil tank and to arrange a further working group meeting to discuss the Council's next steps.

2. To review and adopt Communication Policies

Councillors reviewed the communication policies drafted by the Clerk and discussed community engagement in general.

It was agreed the Communication Policy requires some amendment before approval by Full Council.

The Chairman thanked the members of the public for their attendance and closed the meeting.

By Order of the Council

Sue Balsdon

Sue Balsdon
Clerk to the Council

The Meeting ended at 9.45pm.

Minutes Approved: Councillor L Maurer – Chairman