

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

Date 3 rd November 2022		Venue & Time: WA Village Hall, 7.30pm
Present: Cllr Leanne Carr Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Helen Rhymes	In Attendance: Kathy Harrod (Parish Clerk) Dist. Cllr Judy Pearce DCC. Cllr Rufus Gilbert Parishioners/Guests: 1	Apologies: Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Rachel Saunders Cllr Derek Winser Dist. Cllr Mark Long

REF 2022/23 MINUTES

149 WELCOME & APOLOGIES

150 DECLARATIONS OF PECUNIARY/OTHER INTERESTS & Updates to Register of Interests:

No declarations of interest or updates were received.

151 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 6th October 2022 without alteration, these were then signed by the Chairman.

152 COUNCILLOR VACANCIES:

If you, or anyone you know would like to become a Parish Councillor please contact the Parish Clerk or speak with a Councillor, this is a proactive council who are vested in ensuring the Parish of West Alvington is one to be proud of!

153 CLERKS REPORT:

1. Reporting Scams, Reporting Scams: The **Citizens Advice Consumer Service (CACS)** operate the primary reporting tools for scams in England – collating and passing on cases to Trading Standards. They offer tools for reporting online and offline scams – both available via <https://www.citizensadvice.org.uk/consumer/scams/reporting-a-scam/> They also take phone calls via their consumer helpline on 0808 223 1133. They also encourage consumers to make an additional report to **Action Fraud**, the national reporting body for fraud. They are part of the National Fraud Intelligence Bureau – who pass intelligence to police and other enforcement agencies for action. They offer an online reporting tool <https://www.actionfraud.police.uk/reporting-fraud-and-cyber-crime> They also take phone calls on 0300 123 2040
2. Play equipment inspection & second phase update: The full post installation report has now been received and the findings have been passed to the contractor to ensure the alterations required are attended to – this mainly refers to signage although one of the benches requires some additional fixing.
3. K5 path & foliage gapping: No update but we will refer the tree height issue opposite the pub to the Public Right of Way team for advice.
4. Village Hall management update: An electric meter has now been installed at the hall. There have been some maintenance issues which have been dealt with by our Cleaner/Maintenance contractor.
5. Parish Paths Partnership: Despite sending all documents again and following up with the P3 team we have not received a response. We have recently heard that one of the main P3 contacts for the area has retired and all his work has been passed to a colleague who is Exeter based. We understand that the position has not yet been advertised.

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6. Lloyds Bank Signatories: We have submitted a complaint to Lloyds bank regarding the situation with signatories. They have acknowledged it, we now await their response.
7. Burial Ground Bench Order: Cllr Long has agreed to pay for the bench through his Localities funding, an application has been submitted.
8. Remembrance Wreath & Service. This is due to be delivered to Malborough after which the Clerk will pass it to Cllr Rhymes to place on behalf of WAPC at the WA Remembrance Service.

154 PARISHIONERS OPEN FORUM (Allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders):

- A question was raised about reviewing the minutes books with regard to the burial ground.

DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

1. The main Modbury through road will be closed off for three months in early 2023 for the Victorian sewers to be upgraded. Further details will be provided.
2. An Avian influenza Prevention Zone has been declared across Great Britain making it a legal requirement for all bird keepers to follow strict biosecurity measures. For full details see the Gov.uk website.
3. DCC Finances – some progress is being made and millions of pounds are being saved, unfortunately millions more need to be saved! The outcome is that there will be a significant cut in some services and other services will be stopped completely. It is hoped that the budget will be set in a few weeks.
4. Fibre broadband continues to be rolled out. Noted the fibre engineers are on a “need” list so there may be an influx of contractors coming in from places like Spain.
5. Investment Zones - DCC has led with Northern Devon and Exeter Area, other than that, no other applications have been made for an Investment Zone. The benefits of these zones include preferential tax and planning approaches. Houses can be built in the zones. In Devon this is worth over £4.8 billion over ten years. If these zones are approved there is a proposal for 8,700 new homes and 450,000 square meters of industrial sectoral space in those areas.
6. Loddiswell Resurfacing & Supporting works 28th November – 5th December:
The planned on-site working hours will be Monday to Friday and from 7am to 6pm. There will be no works over the weekend. Our planned programme for the delivery of the work is:
 - Monday 28th November and Tuesday 29th November: Removal of the existing road surface from Fore Street, New Road and Town Lane loop in Loddiswell Village. Please note- this will be the noisiest part of the works, but we will attempt to keep disruption to a minimum to all residents and businesses.
 - Wednesday 30th November: We will be replacing and resetting drain covers throughout the affected roads.
 - Thursday 1st December and Friday 2nd December: Resurfacing throughout the affected roads.
 - Monday 5th December: Additional day to allow for unforeseen issues / adverse weather conditions.
 - If there are no incomplete works from the previous week, then the roads will be open as normal.
7. Halwell Essential Tree Works:
Works are scheduled to be completed in one night 19:00 – 07:00 on 24th-25th November. The road will be closed and a diversion will be put in place.
8. Road from Elston Cross to Heddeswell Cross:
A one day road closure in order to access the network and carry out a pole test on 22nd January 2023.

REPORT IT:

Members of the public are requested to report all Highways issues through the Highways Website, enabling faster assessment of problem areas which can then be added to the repair/maintenance schedules. You can report potholes, overgrown vegetation, defective signs/lighting and much more.

<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

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DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk

Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

- The brown bin service has now stopped. South Hams garden waste subscriptions are now live. Residents can sign up to the service in two ways:
The quickest and easiest way to sign up is via the website: www.southhams.gov.uk/gardenwaste - The website is also full of information and useful FAQs on the service.
Alternatively, call: 01803 861234. They expect phone lines to be very busy, so there may be a wait.
- The Planning department has undergone some changes, there is a new assistant director in charge of SHDC and West Devon. Three vacancies were being advertised. It is hoped that during November the new employees will be in place and the service will further improve.
- Information regarding the cost-of-living help is now available on the SHDC website, <https://www.southhams.gov.uk/cost-of-living-help>, this provides help and guidance on a wide variety of help available and also includes a support directory for other organisations.
- The Council Tax Reduction Scheme has been reviewed and is now in consultation – full details are available on the website.
- There are changes to the taxation of self-catering properties. If businesses have applied for business rates rather than council tax, from the 1st April 2023 owners will have had to have shown that during 2022 properties were let for more than ten weeks and were advertised as available for at least twenty weeks as well as confirming that the properties will be available for at least twenty weeks during 2023. Between now and 1st April evidence will have to be provided to the valuation agency, those who are no longer able to apply for business rates will have to pay the full council tax rate.
- Torbay Council are reviewing their local plan and are out to consultation at present. They need to build 10,000 properties which would potentially impact on green land between Torbay and South Hams.
- The Electoral Registration Annual Canvas is currently taking place. All staff have identification.
- The Annual Rough Sleep Account is also being undertaken this month – this results in an estimate of rough sleepers in the area. The definition of sleeping rough is anyone who is not sleeping in a house.
- The Climate Emergency planning statement will now be operative to applications registered after 30th November.
- Cllr Pearce attended an online meeting for Ukrainian Guest Hosts, the questions raised were very considered, SHDC continue to work with everyone to ensure the Ukrainian guests remain in suitable housing.
It was noted that the homelessness situation is now so bad in Devon that a similar type operation may be a way of helping people find housing.
- The Government have advised that they may remove affordable housing ruling for estates of less than 40 properties. We await further information.
- The entire UK is now in an avian flu zone. Avian influenza (bird flu) is a notifiable animal disease. If you suspect any type of avian influenza in poultry or captive birds you must report it immediately by calling the Defra Rural Services Helpline on 03000 200 301. Full details can be found via this link: <https://www.gov.uk/guidance/avian-influenza-bird-flu>

It takes two minutes to report a problem, please help keep our community beautiful.

<https://apps.southhams.gov.uk/webreportit>

Abandoned Vehicle, Damaged or Full Dog Bin, Damaged/Full Litter Bin, Damaged/Full Recycling Bank, Dead Animal, Dirty Beach, Fly Tipping, Litter/Dog Mess, Planning Breach, Stray Dogs, AND MORE...

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a) LIST OF APPLICATIONS RECEIVED

1. 3282/22/HHO, Roke House, Householder application for new designed garden & improve drive area & associated landscaping for the property (10/10). **WAPC SUPPORT**
2. 1070/22/HHO, Wayside, Lower Street, ground/attic floor extensions Readvertisement (18/11). **WAPC SUPPORT**
3. 3288/22/FUL, Easton Farm, Change of use old granary to single use residential dwelling (1/12) **WAPC SUPPORT**
4. 3289/22/LBC, Easton Farm, Listed building consent change of use to residential (1/12) **WAPC SUPPORT**
5. Longbrook Farm, Woodland Trust Application discussion.
Planting layout and mix will be mixed native species to create an oak woodland with high number of fruiting and shrub species as an understorey and around the fringes. Over half the field will be managed as open space to improve the grassland floristic interest and ensure no impact on light loss to neighbouring gardens.

Scheme Objectives:

- *To increase and enhance opportunities for flora, fauna & fungi*
- *Diversify a small holding in an AONB setting*
- *Provide quite enjoyment for family and friends now and for future generations*
- *Sequester carbon (recognising minimal using native species and high shrub & fruiting content)*
- *Ultimately provide a small income as a by product of conservation management*

The councillors were supportive of the project and the associated benefits to the local area.

b) SOUTH HAMS DISTRICT COUNCIL DECISIONS:

1. 0639/22/HHO, Coombe Lodge, Alterations to garage/studio building (21/4) **No Decision Yet.**
2. 3024/22/LBC, Roke House, Listed building consent re garden/drive/landscaping (20/10). **Conditional Approval.**
3. 3353/22/TPO, Land at SX 736 435, Tacketwood, ash to be felled to ground level due to dieback. **No Update.**

c) ENFORCEMENT & OTHER PLANNING ISSUES

Please note that the Enforcement Lists are confidential and issues concerning Enforcement cannot be discussed at a public meeting.

South Hams District Council are responsible for the enforcement of all planning breaches, the Parish Council have no authority to deal with issues of this nature.

Please will all parishioners continue to report full details of any violations that do not adhere to the original application for which permission was granted. ALL violations can be reported to Enforcement via www.southhams.gov.uk/article/3043/Report-a-Planning-Breach

d) NEIGHBOURHOOD PLANNING:

A referendum will be held on Thursday 24 November 2022 to decide on the question below:

Do you want South Hams District Council to use the Neighbourhood Plan for Kingsbridge, West Alvington & Churchstow to help it decide planning applications in the neighbourhood area?

The hours of poll will be from 7 a.m. to 10 p.m.

Applications to register to vote must reach the Electoral Registration Officer at South Hams District Council by 12 midnight on **Tuesday 8 November 2022**. Applications can be made online: www.gov.uk/register-to-vote.

New applications to vote by post at this referendum or written instructions to change or cancel an existing postal or proxy voting arrangement must reach the Electoral Registration Officer at Follaton House, Plymouth Road, Totnes, Devon TQ9 5NE by 5pm on Wednesday 9 November 2022.

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Applications to vote by proxy at this referendum must reach the Electoral Registration Officer at Follaton House, Plymouth Road, Totnes, Devon, TQ9 5NE by 5 p.m. Wednesday 16 November 2022.

Applications to vote by emergency proxy at this referendum on grounds of physical incapacity or for work/service reasons must reach the Electoral Registration Officer at Follaton House, Plymouth Road, Totnes, Devon, TQ9 5NE by 5 p.m. on Thursday 24 November 2022. The physical incapacity must have occurred after 5 p.m. on Wednesday 16 November 2022. To apply on the grounds of work/service, the person must have become aware that they cannot go to the polling station in person after 5 p.m. on Wednesday 16 November 2022.

The situation of polling stations and the description of persons entitled to vote thereat are as follows:

No. of polling station	Situation of polling station	Description of persons entitled to vote
3	Kingsbridge Care Hub (1), Quay House, TQ7 1DZ	EAY 1 - 1589
4	Kingsbridge Care Hub (2), Quay House, Ilbert Road, TQ7 1DZ	EBA 1 - 1121
5	Kingsbridge Methodist Church Hall, 100 Fore Street, TQ7 1AW	EAZ 1 - 1700
6	West Alvington Village Hall, Townsend Road, TQ7 3PZ	ECB 1 - 452
7	Churchstow Church Hall, Pump Lane, TQ7 3QW	EAI 1 - 421

Full details regarding the plan can be found at:

<https://www.neighbourhoodplanning.swdevon.gov.uk/kingsbridge-west-alington-and-chur>

156 BUSINESS TO BE DISCUSSED:

- a. **Salcombe & Kingsbridge Estuary Conservation Forum Report:** See **Appendix A**, our thanks to Liz Green for providing such a comprehensive report.

NB: With regards to Avian Flu, DEFRA have recently stated that any dead birds have now become the responsibility of the landowner to clear. If you find any dead birds please report them directly to the local landowner (if known). An increasing number of organisations including the National Trust and local harbour staff had already taken responsibility to remove any birds that they were made aware of.

- b. **South Hams Policing Councillor Advocate Scheme:** Cllr Rhymes is our representative and will report back at a future meeting.

- c. **Town Park Car Park: Lease Renewal & Maintenance**

The annual rent for the land is currently £459.38.

The representative for the landowner has now provided proposals for a new ten year lease commencing 25th March 2023 at an annual rent of £2,000. This amounts to nearly ten percent of our annual income!

Councillors had a number of questions and concerns that require a response, these will be forwarded to the representative.

- d. **Parish Survey:** See Appendix B

- e. Proposal to accept DALC Councillor face to face training at £200 plus expenses. It was resolved to accept the training offered.

- f. Community events update: A suggestion was made for a Christmas celebration. Cllr Rhymes will oversee the organisation with help from the Councillors and anyone else who would like to be involved.

The date of the coronation has been confirmed as Saturday 6th May, the councillors have provisionally approved an event for this occasion.

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157 FINANCE & GOVERNANCE

a. **Receipts & Payments:** Month 8 see **APPENDIX C** for details.

Clerk Salary & HMRC, WAVH Hire £20, WAVH Cornwell's Cleaning £266.25, WAVH Electricity £204.46, Mathias Property Solutions £95, SHEPS £80.

A mandate sheet was produced and signed accordingly. **The councillors unanimously resolved to accept the payments.**

b. **Governance:**

1. Consideration of an accounts/burial/bookings package & Budget Review. Deferred to December.

158 NEXT MEETING DATES: 1st December – Financial & Lease Reviews only, 5th Jan – West Alvington Village Hall.

Meeting Ends 21.10 hrs

Signed as a true record: _____

Print Name & Date: _____

Agenda Items and Updates; where possible please submit to the Clerk by the last Wednesday in the month to ensure time for inclusion, circulation, and study. If a Council Member is unable to attend a meeting it would be appreciated if they could submit a brief précis of progress on their actions, if applicable, (to the Clerk for distribution) together with their apologies.

Distribution List: All WAPC Councillors. **For Information to:** County Cllr R Gilbert, Dist. Cllr Judy Pearce, Dist. Cllr Mark Long, Tree Warden Shirley Worrall, 2 WAPC Notice Boards

APPENDIX C – Month 8:

Category	Descriptor	Date	Month No. of Report to	ban ked	Paid In	Paid Out	Cash Book Balance
Receipt	October Gross Interest	10/10/2022	8	Y	0.50		23,366.34
Receipt	Village Hall Hire T-C	10/10/2022	8	Y	80.00		23,446.34
Payment	HMRC Quarterly PAYMENT	14/10/2022	8	Y		317.00	23,129.34
Payment	DL Cornwall VH CLEANING	14/10/2022	8	Y		172.50	22,956.84
Payment	Mathias Solns P3	14/10/2022	8	Y		500.00	22,456.84
Payment	Purchase of Lock for Shed	14/10/2022	8	Y		13.89	22,442.95
Payment	PKF Littlejohn audit	14/10/2022	8	Y		240.00	22,202.95
Payment	South Hams District Council Play Rnl	14/10/2022	8	Y		252.00	21,950.95
Payment	SHEPS Burial Ground	14/10/2022	8	Y		80.00	21,870.95
Receipt	Burial Ground Fees Received	28/10/2022	8	Y	100.00		21,970.95
Receipt	Burial Ground Fees Received	20/10/2022	8	Y	100.00		22,070.95
Payment	October Wages	30/10/2022	8	Y		473.51	21,597.44
Payment	Village Hall Energy to 30th Sept	19/10/2022	8	Y		204.46	21,392.98
Payment	Village Hall hire by WAPC		8	Y		40.00	21,352.98
							21,352.98
							21,352.98
TOTALS YTD Financial year 2022/23					£ 35,711.25	-£ 21,402.54	£ 21,352.98
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d							£ 21,462.98
Balance at bank at end :							
Revenue Accounts							
Unpresented Items							
					receipts	35,711.25	
					payments	- 21,402.54	
						£ 14,308.71	- 110.00
							Variance
FUNDS:					ACCOUNTS FOR PAYMENT		
£ 500.00	Training				Clerks Salary & HMRC		-518.56
£ 600.00	Election Recharge						
£ 400.00	Website & Computer Equipment				Plus		
£ 300.00	Snow Warden/New Grit Bins				Mathias Property Solns	-	180.00
£ 1,500.00	Town Park Car Park				SHEPS	-	80.00
£ 185.13	Planter Project				November Hall Hire	-	20.00
£ 500.00	NDP				D Cornwall Cleaning	-	266.25
£ 2,500.00	WA Traffic Action				Salary October	-	473.51
£ 3,000.00	Repairs/Maintenance				Play Inspection Company	-	390.00
£ 500.00	Defibrillator						
£ 11,367.85	General funds				Meeting Sub Total		- 1,928.32
21,352.98	TOTAL						