

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Date 4 th November 2021		Venue & Time: All Saints Parish Church, 7pm,
<u>Present:</u> Cllr Liz Chin Cllr Andrew Pascoe (in the Chair) Cllr Kathryn Rawlinson Cllr Helen Rhymes Cllr Rachel Saunders Cllr Derek Winser	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long DCC Cllr Rufus Gilbert Parishioners/Guests: 3	<u>Apologies:</u> Cllr Leanne Carr Cllr Stephen Lees Dist. Cllr Judy Pearce Liz Green

REF 2021/22 MINUTES

57 WELCOME & APOLOGIES

58 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

No declarations of interest were received.

59 MINUTES OF PREVIOUS COUNCIL MEETING:

The minutes from the meeting held on 7th October 2021 were approved without alteration and signed.

Proposed: Cllr Rhymes, Seconded Cllr Winser, approved unanimously.

60 COUNCILLOR VACANCIES:

Since the last meeting we have not received any expression of interests re the vacancy, if you, or anyone you know would like to become a Parish Councillor please contact the Parish Clerk or speak with a Councillor in the first instance.

61 CLERKS REPORT:

- a. Easton Hill Bench: The bench has been dismantled and repairs are due to be finished this week, the bench will be back in place shortly. POST MEETING NOTE: The bench is now in place.
 - b. Play Area Work: The school have this in hand and the materials are being sourced.
 - c. Lane End Signage: Cllr Gilbert is arranging for signage at the area where the ponding occurs. The works are anticipated to take place by spring.
 - d. Kingsbridge to West Alvington Footpath: The footpath between Kingsbridge & West Alvington has been cut by Devon County Council.
 - e. Snow Warden Update: DCC have issued a Snow Warden Update, the grit bins will be checked and requests submitted for refills where appropriate.
 - f. Airband (ultra-fast fibre broadband): Further to the meeting, details have been received confirming those people who will be connected. This information is not able to be publicly shared but if you live more than one mile away from a box and would like to know if you are on the list, please contact the Clerk for confirmation. See **Appendix B** for the presentation.
 - g. Bank signatories: No update for this meeting.
 - h. Minute Books: We were unable to collect the minute books last week as the office was not open on the Friday. Cllr Lees will collect the books shortly.
 - i. December Event: We understand that an event is being arranged for the village, contact will be made with the coordinator to obtain more information and offer our assistance.
 - j. Bin Stickers re speeding, we have not received a response from SHDC in respect of this request. A reminder has been sent again.
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WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

62 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):

- Liz Green has submitted her report from the recent meeting of Salcombe and Kingsbridge Estuary Conservation Forum. See **Appendix C** for full details.
- Re the flooding on the road Estuary Farm, could a pipe be supplied and the landowner would instal the drainage. It was agreed for the parishioner to forward details to Cllr Gilbert who will then provide a response.

COUNTY COUNCILLORS REPORT:

- The Highways Parish & Town Council Conference will be taking place virtually this year. WAPC Councillors have all received the agenda details and they will be in attendance.
- The Airband meeting was very informative and the project is still operating to the planned timetable. Connections will start to be made in early 2022. A list of properties that are due to be connected has now been obtained, if you would like further information, please contact the Clerk.
- The A381 Totnes to Kingsbridge Road is due to be closed overnight from 7pm to 6am to enable works to take place, it is due to reopen by the end of the week. For details of road repairs/closures please visit <https://one.network/uk/devon>
- The VAS units are working well and the parish council are now considering further actions that can be taken to reduce traffic speeds to within the speed limits. Further to a recent accident a letter will be sent to the police with details of the speed recorded on the VAS unit immediately prior to the accident.
- The recent road closure at the school was not as well co-ordinated as it could have been and a large number of people ignored the signage which ultimately caused chaos in the village. If any future road closures are required the Parish Council will look to work with Highways to prevent a similar situation occurring again.

REPORT IT:

Members of the public are requested to report all Highways 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/>

Cllr Gilbert left the meeting.

DISTRICT COUNCILLORS REPORT:

1. The Planning and Enforcement Teams are currently expanding by an additional four specialist planning officers and two legal specialists. This will improve the service levels from both sections.
2. The new planning website comes online in mid-November and should improve the whole process. It will be easier to search and more information will be available. Documents will also be easier to load which will help streamline the planning department.
3. In light of the housing crisis, SHDC have resolved to form a council controlled a company to build affordable housing that will be available for letting but will not be part of the right to buy scheme. They have also resolved to help those people who want to downsize by increasing the amount of money available to help with the move. SHDC have an excellent housing team who are there to support people in need and can talk through the housing options available, including how to downsize while remaining in the same area. They aim to make the best use of the housing stock available. There are also options to reallocate S106 housing funds according to the need of each given area.
4. Recycling and Waste: A letter should have been received detailing the situation with the waste collection provided by FCC. It remains essential that anyone who is not getting their assisted collection, or their regular

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

collection has been missed ensures this is reported online, particularly as there is a financial penalty to FCC for missed collections. It must be reported on every occasion and Cllr Pearce and Long be copied in.

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

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

5. A new campaign #Kingsbridge is commencing to encourage people to shop local. The windows of some of the empty properties will have attractive stickers to promote the scheme.
6. SHDC will be releasing news regarding the Jubilee Celebrations due to take place over the four-day weekend in May/June 2022.
7. Grassed areas that are currently maintained by SHDC are being considered for rewilding. If you are aware of any areas that would be suitable for rewilding, please contact the Parish Clerk in the first instance.

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...

63 PLANNING, ENFORCEMENT & NEIGHBOURHOOD PLAN

a) LIST OF APPLICATIONS RECEIVED

- 3756/21/HHO, Archway Barn, Collapit, single storey oak framed orangery. **WAPC Support**
- 3503/21/ARM, Gerston Gate Barn, Agricultural Workers Dwelling. **WAPC Conditional Support**
- 3491/21/LBC, Bowringsleigh, Listed Building replacement bays, door & frame. **WAPC Support**
- 3955/21/FUL, Waterside Garage, NEIGHBOURING PARISH CONSULTATION. **WAPC Conditional Support.**
- 3936/21/TPO, Easton Court, Ash Fell due to dieback and property proximity. **WAPC Conditional Support**

b) 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

c) NEIGHBOURHOOD PLANNING:

Various appendices are being updated so that the plan can be submitted for the next stage of review.

Full details of the neighbourhood plan can be found at <https://kingsbridge.gov.uk/category/neighbourhood-plan/>

64 BUSINESS TO BE DISCUSSED:

- a. Playground update & proposal to place order: A meeting was recently held at the school to agree some potential alterations to the proposed designs provided. Once the updated design and costs have been received it will be forwarded to the Councillors for majority approval and an agreement to place an order.
- b. A proposal was made to install a noticeboard at Town Park, the noticeboard should be two bay, magnetic interior able to fit 8 sheets of A4 paper. The cost of a typical noticeboard of this size is £500 plus the cost of posts. It was resolved to purchase a board.
Proposed Cllr Rhymes, seconded Cllr Winsor, approved unanimously.
- c. Proposal to work with Sustainable Malborough & South Huish on their 2nd April 2022 Environment Fair.
Proposed Cllr Saunders, seconded Cllr Rawlinson, approved unanimously.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

- d. P3: At the start of the financial year, the parish received £1,000 from Devon County Council to undertake the following works:

Strimming and cutting back of vegetation twice annually to:

- Footpath 2 –section between Wood Lane and West Alvington woods. Approx. 200m
- Footpath 3 – the raised pathway leading to Kingsbridge. Approx. 330m
- Footpath 5 – the fenced off area at the top of the field with the bench
- Byway 17 - from lane down to the creek. Approx. 60m

Plus annual cutting back and trimming of hedges to footpaths 2, 3 & Byway 17.

The anticipated costs were £810 plus costs for PPE equipment.

Cllr Chin & the Clerk will meet to agree final works to be undertaken by our contractor prior to the spring cuts. The roadside hedge will be reported as this requires to be cut back by approximately 2ft to ensure vehicle safety.

- e. Burial Ground Maintenance & Request to add a bench: SHDC have been asked to cut the whole burial ground back now that the wildflowers have finished blooming. We have received a request for a bench/seat up in the cemetery under the trees by the hedge near the row where Mr Dean is buried. The Councillors agreed in principle, however, the exact site needs to be shown on the schematic before permission can be given. The Funeral Director has confirmed that they would put down a slab base so that the maintenance around it is easy. If this is to proceed it should be the same make & model as the bench at the entrance which can be obtained from The Plastic Company at Torr Quarry.
- f. S106 Funds & Village Hall Update:
- Lease Renewal: We have contacted four solicitors for quotes regarding advice in respect of the lease renewal. Beers have responded to confirm that provision of a detailed advice letter setting out the legal position and giving suggestions for courses of future action would cost in the region of £395 plus VAT. It was resolved to proceed with this quote.
Proposed: Cllr Chin, seconded Cllr Rhymes, approved unanimously.
 - The Village Hall Committee have been invited to join forces with WAPC on the proposed survey, we have yet to receive a response.
 - No further updates or information regarding meetings has been received from the Village Hall Committee since the October meeting of WAPC.
 - Land Registry information was obtained by Cllr Lees and is being reviewed.
- g. S106 Funds & Cricket Club Update: No update received for this meeting.

65 FINANCE & GOVERNANCE

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

Accounts to pay – Clerk Salary & HMRC, Mathias Property Solutions (1374/22, 1368/22 & 1360/22) £285, All Saints Church £25, SHDC Burial Ground July/August £296.98, South Huish Parish Council Survey Facility £100, Cllr Lees £57 land registry documents (ratification). A mandate sheet was produced and signed accordingly.

Proposed: Cllr Rhymes, seconded Cllr Winsor, approved unanimously.

66 NEXT MEETING: 6th Jan, 3rd Feb, 3rd Mar. Venue All Saints Parish Church.

Item for next agenda: Budget & Precept, FiLCA,

Meeting Ends **20.36hrs**

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

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, WPC Pengilly, Tree Warden Shirley Worrall, 1 WAPC Notice Board

APPENDIX A – Month 8:

Category	Descriptor	Date	Month No. of Payment approval	ban ked	Paid In	Paid Out	Cash Book Balance
Receipts	October Gross Interest	11/10/2021	8	Y	0.07		14,489.11
Payment	Mathias Property Solns 1346 1352	11/10/2021	8	Y		- 190.00	14,299.11
Payment	All Saints Church Sept/Oct	11/10/2021	8	Y		- 50.00	14,249.11
TOTALS YTD Financial year 2020/21						£ 19,944.09 -£ 10,500.83	£ 14,249.11
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d						FY 2021/22 month 8	£ 14,293.11
Revenue Accounts							
Unpresented Items							
						receipts 19,944.09	
						payments - 10,500.83	
						£ 9,443.26 -	44.00
							Variance
FUNDS:					ACCOUNTS FOR PAYMENT & RATIFICATION		
£ 500.00	Training			-	Clerks Salary	October	-249.83
£ 200.00	Election Recharge				HMRC		-62.60
£ 200.00	Website & Computer Equipment			Plus			
£ 200.00	Snow Warden/New Grit Bins				SHDC July/August Ground Maint.	-	296.98
£ 500.00	Town Park Car Park				Mathias Property 1360 1368 1374	-	285.00
£ 500.00	NDP				All Saints Church Nov	-	25.00
£ 1,000.00	P3				Cllr Lees, Land Registry Refund	-	57.00
£ -	WA Traffic Action						
£ 4,085.00	Repairs/Maintenance						
£ 250.00	Defibrillator						
£ 6,814.11	General funds						
14,249.11	TOTAL				Meeting Sub Total		- 976.41