

# WEST ALVINGTON PARISH COUNCIL Minutes of Parish Council Meeting

<b>Date 2<sup>nd</sup> March 2023</b>		<b>Venue &amp; Time: WA Village Hall, 7.30pm</b>
<b><u>Present:</u></b> Cllr Leanne Carr Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Helen Rhymes Cllr Rachel Saunders	<b><u>In Attendance:</u></b> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long Parishioners/Guests: 0	<b><u>Apologies:</u></b> DCC. Cllr Rufus Gilbert Dist. Cllr Judy Pearce Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Derek Winser

REF 2022/23 MINUTES

## 179 WELCOME & APOLOGIES

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

No declarations of interest or updates were received.

## 181 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 2<sup>nd</sup> February 2023 without alteration, these were then signed by the Chairman.

## 182 CLERKS REPORT:

### 1. Elections: Local Elections.

Nomination packs will be posted to the Parish Clerk on 6th March.

Nomination papers required candidates to include the electoral numbers of their proposer and seconder, this information can be obtained from the Parish Clerk if you do not already have those details. Please note that you will only receive the electoral numbers and NOT a copy of the electoral register.

Legislation allows candidates to have their home address excluded from the Statement of Persons Nominated and the ballot papers – there is a form to complete in the nomination pack if this is their wish. It should be noted that the person who witnesses the home address form MUST also be the person that signs their Consent to Nomination form.

Candidates must put their full name on the nomination paper but they can complete the ‘commonly used’ section if they are known by an abbreviated or different name. However, a candidate cannot use their first name as a commonly used name so that only their first name and surname appear on a ballot paper, thus excluding their middle name.

Nomination papers must be hand delivered between the hours of 10am and 4pm from Thursday, 23 March and Tuesday, 04 April (to the Civic Entrance, South Hams District Council, Follaton House, Plymouth Road, Totnes, Devon, TQ9 5NE). They will be dealt with on a first come first served basis and will try to process them quickly and efficiently to save any long waits. Before formally accepting any papers, they will do an informal check – if there are any minor errors it is possible that these can be amended if the candidate is present, otherwise papers might need to be rejected and resubmitted (therefore, candidates please submit sooner rather than later!)

Please see the following link if you are considering standing as a parish councillor: -

<https://www.electoralcommission.org.uk/sites/default/files/2022-01/Overview%20Parish%20LGE.pdf>

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2. Scam Alert - Police are warning people to be on their guard after an elderly couple from Gloucester lost more than £20,000 to fraudsters this week. The couple were called by the scammers, who claimed they were police officers from the Met investigating a criminal transaction. Officers believe that other people in the county could now be targeted and are reminding family and friends to keep an eye on elderly and vulnerable loved ones.
3. Allianz Insurance Report: The annual report on the play area has been received, there are some minor adjustments required, these have been forwarded to a contractor.
4. P3: The P3 forms for 2023/24 have been submitted to Devon County Council, we await confirmation of the approved grant.

**183 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):

## DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: [Rufus.Gilbert@devon.gov.uk](mailto:Rufus.Gilbert@devon.gov.uk)

1. New DCC CEO and Head of Children's Service have both settled in and getting to grips with the myriad of issues.
2. DCC Council Tax confirmed at 4.9%
3. My visit with Adam Keay to West Alvington on 20th February to see first-hand traffic issues went well and we await a written proposal from West Alvington Parish Council.

### 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/>

## DISTRICT COUNCILLOR REPORTS:

Email Cllr Judy Pearce: [cllr.judy.pearce@southhams.gov.uk](mailto:cllr.judy.pearce@southhams.gov.uk)

Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)

- There are discounts & premiums available in respect of business rates for selected hospitality businesses. This is available for one year only, full details are available on the South Hams District Council website.
- Due to the Business Rates revaluation coming into force on 1 April 2023, the Government has announced a relief scheme for businesses which will cap bill increases at £600 per year for any business losing eligibility for some or all Small Business Rates Relief or Rural Rate Relief at the 2023 Valuation. If your business was receiving one of these reliefs, the limit in the increase in your Business Rates bill will be set at £600 per year whilst the scheme exists. You do not have to apply for this relief as it will automatically be applied to your Business Rates bill.
- The Council will deliver section 249a of The Housing Act 2004 in order to issue civil penalties as alternative to prosecution. These provisions give the local housing authority the power to issue a financial penalty for certain Housing Act 2004 offences as an alternative to prosecution.
- South Hams District Council have now officially adopted the Armed Forces covenant.
- The Budget for 2023/24 was endorsed at Council on 16 Feb, this included all the town and parish precepts.

Precepting Authority	Band D 2023/24	£ Increase	% Increase
South Hams District Council	£185.42	£5.00	2.77%
Devon County Council & Adult Social Care	£1,419.21 £214.92	£46.62 £31.05	4.99%

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Devon & Cornwall Police & Crime Commissioner	£261.56	£15.00	6.08%
Devon & Somerset Fire & Rescue	£96.79	£5.00	5.45%
Average Parishes/Towns	£83.29	£3.22	4.02%
<b>TOTAL:</b>	<b>£2,261.19</b>	<b>£105.89</b>	<b>4.91%</b>

- The Modbury Neighbourhood Plan is going to referendum on 9th March.
- We have allocated an extra £50k of discretionary discounts to help struggling residents. Grants are likely to be small, but please direct anyone experiencing financial difficulties to the Council website.
- Cllrs Brazil & Long proposed that public conveniences are no longer charged for across the South Hams, this was recently approved by the Executive and will be actioned in due course.
- A schedule for street sweeping will be shared with the Parish Council once the final details have been agreed. New refuse routes are also being reviewed.
- Waste bins across the South Hams are being reviewed.
- The garden waste collection scheme commences 6th March. Those taking part in the scheme have been provided with the relevant stickers. If you are not part of the scheme but would like your brown bins collected please make a request for this on the SHDC website.
- **Photo ID will be required for the May 4th Elections for anyone intending on voting at a polling station. No ID is required for postal votes. If a parishioner does not have the required ID they can either apply for a postal vote or to SHDC for a Voter Authority Certificate. More details can be found at <https://www.southhams.gov.uk/voter-ID>**

**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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## 184 PLANNING & ENFORCEMENT

a) **LIST OF APPLICATIONS RECEIVED:** No planning received for the period.

b) **SOUTH HAMS DISTRICT COUNCIL DECISIONS:**

1. 3288/22/FUL, Easton Farm. **Conditional Approval.**
2. 3289/22/LBC, Easton Farm. **Conditional Approval.**
3. 3853/22/ARC, Gerston Point. **Discharge of Condition Approved.**

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](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

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## 185 BUSINESS TO BE DISCUSSED:

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- a. Update: Highways – Village Gateway and other developments. A scheme and provisional costings are due to be created for Councillors to view prior to being forwarded to Devon County Highways.  
Concerns were raised regarding vehicles mounting the kerb at the bottom of Town Park opposite the pub. Is there an option for bollards? This will be added to the details for Devon County Highways.
- b. To consider renewal of the Defibrillator lease at £1,000 due January 2024. Defibrillator Contract Renewal, 27/01/2024 £1,000 plus VAT for a four-year contract subject to the same terms and conditions as previously agreed. Councillors resolved to renew the contract when it falls due in January 2024.
- c. To approve the installation of a motion light for WAVH. Councillors resolved to install a motion light.
- d. To approve the filling of the gaps on the public footpath to Kingsbridge. Cllr Long has approached Baker Estates, we have not yet received a response from them. Councillors resolved to wait for a response from Baker Estates and also for the Parish Clerk to apply to the Woodland Trust for a hedging pack.  
There are issues with the quality of the path, these will be brought to the attention of PROW.  
Part of the footpath has been cut back severely this is a potential safety issue. Cllr Rhymes will speak with the homeowner.
- e. To approve a new noticeboard for Lower Street. Councillors resolved to approve a two-bay noticeboard; pricings will be brought to the April Meeting. S106 monies could potentially be used for this project.
- f. To approve a maintenance contractor and the lease renewal for Town Park Car Park: No lease update available, the agent has the matter in hand. Deferred until April.
- g. Update: Public Rights of Way and connectivity. Cllr Lees has been in contact with Kingsbridge Town Councillors. A team is being put together to speak with local landowners. The organisers of the Primrose Trail have also been in touch with a view to sharing knowledge and experience. It may be possible to obtain some funding for a feasibility study from the UK Shared Prosperity Fund, Cllr Pearce has been contacted regarding this.
- h. Update: Coronation of King Charles III: An event will be held on Sunday 7<sup>th</sup> May, noon – 4pm at the playing field.

## 186 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 12.

### West Alvington Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
03/02/2023	M11	Current Account		Village Hall Electricity	EDF Energy	L			
26/02/2023	M12	Current Account	79	Village Hall Cleaning	Cornwell's Cleaning & Mainte	X	231.75		231.75
28/02/2023	M12	Current Account	Monthly	Salary Payment	Katharine Harrod, Parish Cler	X	456.43		456.43
01/03/2023	M12	Current Account	78 WAPC Burial Groun	Burial Ground Cuts	South Hams Elite Property Se	X	80.00		80.00
01/03/2023	M12	Current Account	80	Village Hall Booking	West Alvington Village Hall	X	20.00		20.00
<b>Total</b>							<b>788.18</b>		<b>788.18</b>

The councillors unanimously resolved to accept the above payments, plus £95 to Mathias Property Solutions, a mandate sheet was signed.

## 187 NEXT MEETING DATES: 6<sup>th</sup> Apr, 11<sup>th</sup> May, 1<sup>st</sup> Jun, 6<sup>th</sup> Jul, 7<sup>th</sup> Sept, 5<sup>th</sup> Oct, 2<sup>nd</sup> Nov – WA Village Hall.

**Meeting Ends 20:46 hrs**

### Items for April Agenda:

- Planters on the main street.

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- Jubilee Tree
- Noticeboards
- March Newsletter – Elections, Village Hall Committee, Coronation

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, Parish Tree Warden, WAPC Notice Board.

## Payments & Receipts February 2023:

Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
WAPC Hall Hire	02/02/2023	Payment - Village Hall Boc	West Alvington Village H	X	-20.00		-20.00
Ground Maintenance	02/02/2023	Payment - Burial Ground C	South Hams Elite Propert	X	-80.00		-80.00
Village Hall Utilities	03/02/2023	Payment - Village Hall Elec	EDF Energy	L			
Cleaning Materials etc	03/02/2023	Payment - Village Hall Clei	Amazon	S	-42.57	-8.52	-51.09
P3 Cuts	03/02/2023	Payment - P3 Contractor	Mathias Property Solutio	X	-304.00		-304.00
Village Hall Cleaning	03/02/2023	Payment - Village Hall Clei	Cornwell's Cleaning & Mi	X	-236.25		-236.25
Maintenance/Repair	03/02/2023	Payment - Village Hall Mai	Ace Fire Equipment	S	-45.00	-9.00	-54.00
Maintenance/Repair	03/02/2023	Payment - Village Hall Mai	Do It All Services	X	-40.00		-40.00
Interest (Gross)	09/02/2023	Receipt - Interest (Gross)	Lloyds Bank	X	8.99		8.99
Village Hall Deposit Refu	10/02/2023	Payment - Village Hall Dep	Village Hall One Off Book	X	-50.00		-50.00
Village Hall	20/02/2023	Receipt - Village Hall Book	Horticultural Society	X	40.00		40.00
Village Hall Cleaning	26/02/2023	Payment - Village Hall Clei	Cornwell's Cleaning & Mi	X	-231.75		-231.75
Stationery & Admin	28/02/2023	Payment - Salary Payment	Katharine Harrod, Parish	X	-456.43		-456.43
			<b>Total</b>		<b>-1,457.01</b>	<b>-17.52</b>	<b>-1,474.53</b>