

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

Date 7 <sup>th</sup> November 2019		Venue & Time: West Alvington Village Hall 7pm
<b><u>Present:</u></b>  Cllr Didi Alayli Cllr Liz Chin Cllr Gillian Green Cllr Graham Johns Cllr Geoffrey Rossetti Cllr Gilly Rossetti (Chairman) Cllr John Walster	<b><u>In Attendance:</u></b>  Kathy Harrod (Parish Clerk)  10 Parishioners	<b><u>Apologies:</u></b>  Cllr Tony Head CC Cllr Rufus Gilbert Dist. Cllr Mark Long Dist. Cllr Judy Pearce

REF 2019/20 MINUTES

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### 27/19 WELCOME & APOLOGIES

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### 28/19 DECLARATIONS OF INTEREST:

The Chairman and Cllr Rossetti declared an interest in respect of finance and withdrew from these discussions. Cllr Alayli declared an interest in respect of Widegates planning application and withdrew from these discussions.

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### 29/19 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

The minutes of the 3<sup>rd</sup> October Parish Council meeting were agreed without alteration.  
Proposed: Cllr Walster, seconded: Cllr Green agreed unanimously

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### 30/19 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING

All items covered later in Agenda

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### 31/19 POLICE CONTACTS & ADVICE

We would like to remind residents that there are many ways to contact their local police

- EMERGENCY CALLS 999.
- NON-EMERGENCY TELEPHONE 101
- SIGN UP TO DEVON & CORNWALL ALERT HERE: <https://alerts.dc.police.uk/Join>
- INFORMATION SITE HERE: <https://www.devon-cornwall.police.uk/askned>
- RESEARCH LOCAL CRIME FIGURES HERE: [www.police.uk](http://www.police.uk)

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### 32/19 COUNTY COUNCILLORS REPORT & HIGHWAYS

1. Town Park Car Park: The Clerk and Chairman met with Adam Keay at Town Park, ideally the middle section of the car park should be tarmacked but the costs for this would appear to be prohibitive. A discussion re the various surfacing options took place with no definitive outcome. We will speak with Cllr Gilbert about the situation. **ACTION: Clerk**
2. Road Reclassification & New Signage: Following the meeting with Adam Keay we will pursue the Highways Team via Cllr Gilbert for action.
3. WATAG: The following update has been received from Peter Everitt:  
[I have logged a call \(twice now\) with DCC highways to request permission to site automatic speed monitoring camera equipment and associated signage in the village. I am yet to receive permission, or indeed any formal correspondence from them. I have chased again today and they said they would pass my request onto the relevant person.](#)

Details on the units are here:

<https://store.autospeedwatch.org/>

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

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The cameras themselves are solar powered and require no maintenance. They would send a photograph of cars caught speeding at a point through the village. Information regarding persistent offenders would be shared with D&C police for them to send out warning letters. Data would also give us more ammunition to persuade enhancements to the highway and/ or police speed traps. We would need to review the best location of this unit (needs to be in as much sunshine as possible). We also need to set up the WATAG as a community speedwatch organisation (there is some training to go on), as my understanding is that we cannot access the information from the unit without the training. We would also need to install some signage, for which we would need permission to install (again sought from DCC but yet to receive correspondence).

In addition to the camera/s, I think that we need to pursue some of the other ideas within the report that was written last year. Until we can understand the process, we need to undertake to move this forward with permission of DCC, it is very difficult to do anything.

I plan to keep chasing up DCC highways until we open the dialogue.

WAPC will speak with Peter re the situation to establish how we can best support WATAG and to help with obtaining a new SCARF assessment and improve correspondence with Highways. **ACTION: Clerk**

4. Ponding at Lane End (Junction off A381): There is a problem with ponding at Lane End, we will work in conjunction with South Milton Parish to bring the issue to the attention of the Highways team.
5. Highways Weed Control: Adam Keay has advised that he will try to get a road sweeper to visit the parish.

**PLEASE report all highways issues ONLINE at:**  
<https://new.devon.gov.uk/roadsandtransport/report-a-problem/>  
If you do not have internet access, please contact the Clerk on 07704 941150

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### 33/19 DISTRICT COUNCILLORS REPORT

1. Planning Training: Two councillor planning training sessions took place in October. We thank Cllr Long and Pat Wymer for providing this and sending over the copies of the presentation.
2. December Election: No update.

**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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### 34/19 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

#### a) LIST OF APPLICATIONS RECEIVED

- 3113/19/FUL Langworthys Barn Proposed workshop for fabrication of Shepherd Huts – WAPC Support subject to the Highways report being satisfactory.
- 3344/19/PIP Widegates – permission in principle for four dwellings. WAPC Object to the proposals and, as this is a permission in principle submission, we reserve the right to put forward additional comments once full information is received.
- 3257/19/HHO Lower Barn WA, replacement garage with games room over. WAPC Objection

#### b) APPLICATIONS AWAITING SHDC DECISIONS (Determination Dates shown): No outstanding applications.

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

In an AONB the planning authority can refuse to accept an outline planning application within 30 days of its receipt and can insist on a full application being sent in. WAPC will always insist on a full application being submitted.

**NOTE:** All planning responses from WAPC will incorporate a request for:

- Sight of a letter from South West Water confirming that any increased sewage load will not adversely affect the existing sewage works in respect of new build properties and extensions incorporating bathrooms/kitchens.
- Damage caused to any infrastructure to be made good to a comparable standard.

c) **SHDC DECISIONS** – No outstanding applications.

d) **ENFORCEMENT & OTHER PLANNING ISSUES**

**Enforcement continues to be dealt with.**

Please will all parishioners continue to provide the Clerk with 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)

e) **NEIGHBOURHOOD PLANNING:**

Further to the last meeting some councillors felt more consideration is required for the West Alvington Settlement Boundaries before our final acceptance is given to the Neighbourhood Plan team. The Clerk advised that no resolution could be made at this meeting however, if councillors were in majority agreement, the item can be included on the December Agenda for a potential new resolution.

There was a long and heated debate regards this item on the agenda, the content of which was considered contrary to the Nolan principles and inappropriate to minute.

Ultimately, councillors approved, by a majority, for a proposal to be included on the December Agenda to give parishioners the opportunity to comment on the settlement boundaries prior to a final statement being issued from WAPC.

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### 35/19 BUSINESS TO BE DISCUSSED

1. S106 Project including essential works to the village hall & shed roofing felt. The repairs to the shed roof amount to £66.94, Cllr Walster volunteered to organise the repairs. Approved by all. Insurance policy to be checked.

Re S106 the following funding has been approved:

Village Hall £43,527 towards improvements to Sport and Recreation facilities at Kingsbridge Cricket Club at The Butts and/or West Alvington Village Hall.

Plus, a further £26,678 towards footway improvements to the play area and playing field at Townsend Lane and/or improvements to the play area and playing field itself.

Following receipt of a structural survey it is clear that the hall is in need of significant repair. As yet we do not have a suggested specification of works to be done. There are also issues with the potential extent of the works to be undertaken as we are unaware of the state of the timbers under the building.

The Village Hall Committee will decide on what basis they want to deal with the issues and will report back to WAPC, the options would appear to be:

- Obtain quotes for all works (including those potential unseen issues) and arrange for repair to the hall

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

- OR, consider the option of fundraising for a purpose-built hall.

Either way, the Parish Council will provide their full support with the chosen project.

There remains a query re land ownership, the Chairman will ascertain ownership.

The working group have been busy and are to be applauded for their efforts. They have undertaken site visits, measured and drawn up a plan, considered materials to be used, built a database of contacts for quotes and started to approach local groups for consultation purposes.

NB: There will also be at least one open session at the Village Hall to ensure that everyone in the parish will have the opportunity to be consulted.

### ACTION Plan:

- Establish Land Ownership - Chairman
- Arrange consultation at the hall with the various users.

2. Play Area Fencing: Cllr Chin has kindly obtained three quotes, all of which were provided to councillors prior to the meeting for consideration. The Chairman advised that having seen the works to be done WAPC may be able to save some money by keeping the gate and nearby fence posts which appear to have been recently replaced. The Chairman will contact the suppliers for an alteration to the quotes, once these are received the Chairman, Cllr Chin, the Clerk and any other interested Councillors will meet to award the contract. Proposed Cllr Geoffrey Rossetti, Seconded Cllr John Walster.
3. Snow Warden & Grit Bins: A review of all grit stored, grit bins, their condition and the condition of their contents will take place in November. WAPC will also obtain quotes for shovels as previous shovels have gone missing over the years. The Clerk will take on the position of Snow Warden on behalf of WAPC.
4. Defibrillator: The Village Hall have agreed to a defibrillator being installed on the outside wall. WAPC would need to arrange an electrician to install the devices. Cllr Walster will be taking responsibility for the monthly internet report. **ACTION: Clerk to order & arrange electrician.**
5. Kingsbridge Estuary Forum Representative: Liz Green has kindly offered to be the KEFR, Cllr Alayli to provide contact details. **ACTION: Cllr Alayli**
6. Climate Emergency: DCC & SHDC have declared a Climate Emergency and will be providing a plan in January with targets to meet to reduce their impact on this issue. It was proposed that WAPC also declare a climate emergency with a view to taking on board the DCC/SHDC report and acting on it. Proposed: Cllr Rossetti Seconded: Cllr Alayli
7. Emergency Plan: The parish should have an up to date emergency plan, this will be added to the next agenda.

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### 36/19 CORRESPONDENCE & PARISHIONERS OPEN FORUM (Maximum 15 minutes)

1. Tidy Village Campaign: *I myself cut and clear the lane to our houses and the hedge opposite my mum's house. Wishing everyone would take the view of weed control and hedge tidying opposite and outside their property or those of elderly neighbours.*

*The hedges in lower street and down towards Longfields are forever over growing the ancient walls. These ancient walls need to be maintained before losing sections due to the height and size of vegetation above them. I'm sure none of us would want the sight of modern walls should these ancient walls fail.*

*Whilst colourful planters and planting in sections look lovely they are over shadowed by the large amounts of weeds growing at roadside and pavements.*

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

*Should we have regular village tidy up days? Or politely have a campaign to encourage everyone to do their bit outside and opposite their houses (this used to be the norm)*

It will be established who is responsible for the hedges and letters will be sent – a draft letter will be sent to all councillors for feedback prior to distribution. A village clean-up date will be agreed in the spring.

2. West Alvington C of E Age Range: Effective September 2019 the age range has been extended to 2yrs – 11yrs.
3. There is a serious water issue in the village with drains overflowing, particularly noted at Longbrook. Information re flooding will be provided to the parishioner present.
4. Invitation South Devon AONB: The next meeting of the South Devon AONB Partnership Committee is taking place on **Friday 6<sup>th</sup> December 10am – 12pm** at Holbeton Village Hall.

To increase engagement with local communities, we are trialling a new format with effect from the December meeting. The AONB Partnership Committee meeting will be preceded by a **presentation and public forum**. This is designed to provide an opportunity for the wider AONB community to share views and concerns about the South Devon AONB with the Partnership Committee Chairman and the AONB Manager. This format is a new feature for December and will continue as a trial throughout 2020.

The December presentation will be made by Gary Jolliffe from 'Till the Coast is Clear'. The presentation commences at **9am on Friday 6<sup>th</sup> December** (doors open from 8:45am). The open forum will follow at **9:35am** with up to fifteen minutes available for the statements, each individual statement being a **maximum of three minutes duration**. If any councillor would like to attend the meeting please email [vanessa.gray@southdevonaonb.org.uk](mailto:vanessa.gray@southdevonaonb.org.uk)

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### 37/19 FINANCE & GOVERNANCE –

- a. Governance –
  1. Lloyds Bank Update: Lloyds have requested additional information; this will be provided.
  2. Parish Plan Account: This account will be closed, the monies transferred to the holding account. A letter requesting this will be sent to the bank signed by two of the existing three signatories.
  3. Election Fees: We have been advised that the cost to WAPC re the two elections earlier in the year is £82.62, payment will be made upon receipt of an invoice.
  4. Website Upgrade: Cllr Rossetti is in the process of upgrading the website and we hope to have the new one online soon.
  5. Precept Review: Delayed until December. Dispensation.
- b. **Receipts & Payments – Month 8 SEE APPENDIX A Please note the sums shown in respect of the Parish Plan Account are now correct.**

**Accounts to pay** – Clerk Salary (paid by direct transfer monthly), Play Area Inspection, Ballantine Arnold Ltd, Land Registry Fees & AONB Planning Booklets.  
Proposed Cllr Walster, Seconded Cllr Chin

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### 38/19 NEXT MEETING

Next Meeting **5<sup>th</sup> December Venue: West Alvington Village Hall, 7.00pm**

With there being no further business, the Chairman thanked all in attendance and the meeting closed at 9.42pm

# 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, Cllr Mark Long, WPC Pengilly, 1 WAPC Notice Board

## APPENDIX A:

Category	Descriptor	Date	Month No. of Report to Council	Paid In	Paid Out	Cash Book Balance
<b>Cash Book Balance b/f from last financial year</b>						<b>6,611.94</b>
Receipt	October Gross Interest	09/10/2019	8	0.37		10,897.49
Payment	HMRC	11/10/2019	8	-	330.92	10,566.57
Receipt	Table Hire	16/10/2019	8	25.00		10,591.57
Payment	31/10 Clerks Salary	31/10/2019	8	-	242.53	10,349.04
						10,349.04
<b>TOTALS YTD Financial year 2019/20</b>				<b>£ 6,967.86</b>	<b>-£ 3,230.76</b>	<b>£ 10,349.04</b>
<b>RECONCILIATION CASH BOOK TO BANK</b>						<b>£</b>
Cash book balance b/d			<b>FY 2019/20 month</b>		<b>8</b>	<b>£ 10,349.04</b>
Balance at bank at end :					<b>07-Nov-19</b>	
	Revenue Accounts					
	Unpresented Items			receipts	6,967.86	
				payments	- 3,230.76	
					<b>£ 3,737.10</b>	<b>- 0.00</b>
	Parish Plan Account	£1,112.68				Variance
	Operating Account	£555.06				
	Holding Account	£9,793.68				
	<u>Outstanding Payments:</u>					
	SHDC PAYE Fee	£120.00				
	HMRC Oct	£60.80				
		£180.80				
<b>ACCOUNTS FOR PAYMENT</b>						
	<u>K Harrod Salary</u>			paid by direct transfer on 31st of each month		
	<u>HMRC NIC</u>					
	Play Area Inspection					240.00
	Ballantine Arnold Structural Survey					900.00
	Land Registry Fees					22.00
	AONB Planning Booklets					20.00
	<b>Meeting Sub Total</b>					<b>1,182.00</b>
<b>Receipts &amp; PAYMENTS REPORT TO COUNCIL</b>						
MEETING DATE				<b>07/11/2019</b>		
	Prepared By:			<i>K Harrod for West Alvington Parish Council</i>		
	Date:			<b>07/11/2019</b>		