

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

Date 6th October 2022		Venue & Time: WA Village Hall, 7.30pm
<u>Present:</u> Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Kathryn Rawlinson Cllr Helen Rhymes Cllr Derek Winser	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long Parishioners/Guests: 0	<u>Apologies:</u> DCC Cllr Rufus Gilbert Dist. Cllr Judy Pearce Cllr Leanne Carr Cllr Andrew Pascoe Cllr Rachel Saunders

REF 2022/23 MINUTES

139 WELCOME & APOLOGIES

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

No declarations of interest or updates were received.

141 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 1st September 2022 without alteration, these were then signed by the Chairman.

142 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!

143 CLERKS REPORT:

1. Play equipment inspection & second phase update: The inspection has taken place but did not appear to have viewed all the equipment, we await their response. We also await an updated quote from The Play Company for the additional works and equipment that they will potentially instal. A second gate could be added to the side of the gym equipment to enable access from the parking area. WAPC are due to arrange a meeting with the school to discuss options available.
2. Village Hall management update & audit request: The September invoices are being issued, October is set to be a busy month with well over 20 bookings and November is also looking promising.
3. Parish Paths Partnership: We spoke with PROW about the P3 funds, we have sent duplicates of the original documentation. PROW are currently finishing the PROW training sessions and will come back to us shortly.
4. Livewest communications: Livewest are looking to add a fence to the cut through to the village hall and school.
5. Quotes for works at Town Park Car Park: Cllr Lees is dealing with a local contractor.
6. New Path connecting West Alvington & Kingsbridge (Baker Estates): Both WAPC and Kingsbridge Town Council have received numerous communications and complaints regarding the new connecting path. The councils have both brought this to the attention of the authorities. Kingsbridge Town Council is taking the lead on it.
The Public Right of Way team (PROW) have contacted both the developer and SHDC for an urgent site meeting, PROW are in agreement that it is very steep and absolutely not acceptable.
7. Parish Survey: The survey ends this week, analysis will take place immediately after with results provided to Councillors next week.
8. Lloyds Bank Signatories Update: Lloyds have now received the documentation for both the village hall and WAPC twice. They claim to have updated the village hall account but we don't have access. With respect to

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the WAPC accounts they have stated that one of the signatories was invalid so they were unable to process the order. We will have to visit the bank to speak to a staff member to ascertain who they believe the signatories are and why the village hall access has still not been granted.

9. Burial Ground Bench Order: A full update will be given in November.
10. Sustainable South Hams Living Churchyards field trip & Parish Council Interest Group. Cllr Saunders has shared information a field trip and presentation in respect of the Living Churchyards for Devon scheme. There are 23 churches signed up to the scheme to date.
11. Sustainable South hams Assembly - Sat 8th October: Sustainable South Hams is a network for climate and nature groups in the South Hams. They are holding their first regional meeting, the Sustainable South Hams Assembly, on Saturday 8th October at Kingsbridge Community College from 10.00 am to 2.00 pm They are particularly keen to have as many Parish Councillors as possible to attend at least the afternoon session (1.00 to 2.00 pm) for the new Special Interest Group for Parish Councillors.
12. Remembrance Wreath. This will be collected in approximately two weeks and will be given to a councillor to place on behalf of WAPC.
13. The following Devon & Somerset Fire Service consultation has been received:
Every year we ask our communities and businesses about the level of precept (council tax contribution) for the fire and rescue service. This consultation is open now until midday on 30 November.

We would like to hear from as many people as possible across Devon and Somerset to better understand our residents' views. Please can you complete the [online survey](#) and share this with your networks. Should you or anyone else be unable to complete this online please call 01392 872354 and leave a message with your name and number. Please see attached a poster for you to display if there are any appropriate places, or please include in any timely newsletters you may have.

Whilst we are aware of the pressures many of us are facing now and in the coming months, your feedback will help to make more informed decisions for the next financial year.

144 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):

1. Will there be any Christmas activities in the village? Can WAPC provide a Village update on social media / poster if there is anything planned, carol singing etc. It may be a good opportunity for a little coffee morning or mince pies and carols one evening.
2. Will there be a village tree? The parish Council will arrange a suitable decoration.
3. The Town Park Car park is being used by a number of commercial type vehicles. The car park signage will be reviewed.

DEVON COUNTY COUNCIL REPORT:

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

A379 Frogmore Drainage – Full Road Closure for 3 Weeks: The road will be closed 24 hours per day including weekends.

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Due to the nature of the works a road closure is required and the diversionary route for traffic will signposted and advance signs will also be placed on the Highway. Extra signs **will** be provided stating local businesses are open at each end of the closure.

I apologise in advance for any inconvenience caused, including construction noise. We will endeavour to keep all disruption to a minimum.

The planned on-site working hours will be **Monday 7th November until Friday 25th November 2022**

Our planned programme for the delivery of the work is:

- Excavation and replace and repair existing drainage and drain chambers across the A379 in Frogmore village.
- Reinstatement of the road surface and some associated patching.

Please see the below map showing the affected area for works which highlighted in **orange**.



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

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

1. Information regarding 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. It is particularly important to note that some of the available grants are based on disposable income after expenses and not simply on total household income.
2. The waste service came back in house on 3rd October, there will be challenges in the first months of the new control. The number one priority is for the service to be legal and compliant. The waste service also includes street sweeping, fly tips, public waste and more. The council are engaging and collaborating with the staff to

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understand their perspective on the situation and how they believe improvements can be made. The brown bin service will stop at the end of October, plans are in place for a new paid for service to commence from Spring 2023. There are a lot of people who do not require a brown bin service either because they have no garden or they opt not to use the brown bins. The charge for the service from Spring will amount to £49, the scheme will operate fortnightly for eleven months and will not operate over Christmas and New Year. If you are left with a full brown bin in October, you will receive one final pickup before the service is stopped. Letters are being issued now with full details of the service stopping and how to apply for the new fortnightly service. The old brown bins can be collected by SHDC if requested or they can be used by residents – but not for the storage of waste.

Within the council tax payment there are a raft of services that may or may not be used by residents – i.e., planning, homelessness as well as many others such as the Covid Grant payments.

The Parish Councillors were again requested to feedback their views on the refuse collection service.

3. For all planning applications made after 31st October there will be an online webtool to direct applicants as to what they need to provide, this includes a lot more information regarding sustainability, climate change and measures that need to be taken to mitigate the situation. Building regulations changed in June 2022 meaning that all development after this date needs to adhere to the increased requirements. A validation checklist will be provided to the Councillors.
4. Rural England Prosperity fund over 800k has been allocated to the South Hams. This is to replace the South Devon Coastal Local Action Group and will cover rural tourism, infrastructure such as cycle paths, village hall technology and more. All bids are to be submitted via SHDC, full information including an application form is available on their website.
5. Parts of Devon/Cornwall/Somerset remain 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...

145 PLANNING, ENFORCEMENT & NEIGHBOURHOOD PLAN

a) LIST OF APPLICATIONS RECEIVED

- 3024/22/LBC, Roke House, Listed building consent re garden/drive/landscaping (20/10). **WAPC Support.**
- 1070/22/HHO, Wayside, Lower Street, ground and attic floor extensions (3/11). **WAPC Deferred until November due to lack of proposed elevations.**
- 3353/22/TPO, Land at SX 736 435, Tacketwood, ash to be felled to ground level due to dieback. **Support subject to a replant condition.**
- Outcome of the Langworthys Barn appeal: Appeal dismissed and award of costs refused.

b) DECISIONS:

- 0639/22/HHO, Coombe Lodge, Alterations to garage/studio building (21/4) **SHDC No Decision Yet.**
- 1069/22/FUL, September Cottage, Collapit, solar PV panel structure & EV garage beneath. **Conditional Approval.**
- 3503/21/ARM – Gerston Gate Barn, approval of reserved matters following outline approval 1655/19/OPA (for provision of an agricultural worker's dwelling). **SHDC Refused.**

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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:** We understand the plan is due to be taken to referendum on Thursday 24th November, official confirmation of this will follow. A Zoom meeting to agree how to best market the referendum was held earlier today.

Full details regarding the plan can be found at:

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

146 BUSINESS TO BE DISCUSSED:

- a. Parish Newsletter & Delivery. The latest edition of the newsletter has been issued and distributed by the Councillors. The next issue will be January 2023, as many people as possible will be encouraged to sign up to the newsletter via email as this will reduce costs and make for easier distribution. If any parishioners would be willing to deliver newsletters to the properties on their street, please contact the Parish Clerk.
- b. South Hams Policing Councillor Advocate Scheme: There is a new scheme being created to ensure that parishes have police contact information and can obtain updates regarding crimes and police work in their areas. Cllr Rhymes is currently our representative for the Emergency Services and will report back to the council at a future meeting.
- c. Community events update: Further to the distribution of the newsletter, we have received feedback that an event for the coronation for King Charles III would be appropriate. The current favoured date would appear to be early June 2023. This would be an ideal time to hold a large community event. Councillors agreed to wait until a date is agreed before confirming an event.
- d.

147 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 6 see **APPENDIX A** for details.
Clerk Salary & HMRC, WAVH Hire £20, WAVH Cornwell's Cleaning £157.50, WAVH Electricity £185.04 & TBC, Mathias Property Solutions £180, SHEPS £80, Play Area Hygiene Svs £10,449.60, Padlocks £8.99, PKF Littlejohn £240, South Hams District Council Annual Park Inspection & Insurance £252, Post Office £4.90. A mandate sheet was produced and signed accordingly. **The councillors unanimously resolved to accept the payments.**
- b. **Governance:**
- i. AGAR Update. The notice of conclusion of audit and associated documents have been issued as required. The only issue raised was regarding an update to the asset register.

148 2022 MEETING DATES: 3rd Nov – **West Alvington Village Hall.**

Meeting Ends 21.20hrs

Items for the next agenda:

- **Traffic Calming Update – for the next meeting at which Cllr Gilbert will be in attendance.**
- **Parish Survey outcome.**
- **P3**

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- Civility & Respect
- Town Park Car Park Lease
- Cricket Club S106 funds.

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 A – Month 7:

Category	Descriptor	Date	Month No. of Report to	ban ked	Paid In	Paid Out	Cash Book Balance
Receipt	Village Hall Lara Christopher Pilates Hire	02/09/2022	7	Y	20.00		13,161.82
Payment	DL Cornwall VH CLEANING	05/09/2022	7	Y		67.50	13,094.32
Payment	SHEPS Burial Ground	05/09/2022	7	Y		80.00	13,014.32
Payment	Timber Jack Maintenance Gate Post	05/09/2022	7	Y		628.35	12,385.97
Receipt	HMRC VAT Rebate	07/09/2022	7	Y	2,917.91		15,303.88
Payment	The Play Company	09/09/2022	7	Y		10,449.60	4,854.28
Receipt	Village Hall Hire	12/09/2022	7	Y	45.00		4,899.28
Receipt	Donation for hire of WAPC Tables	12/09/2022	7	Y	25.00		4,924.28
Receipt	SHDCouncil PRECEPT	16/09/2022	7	Y	10,555.00		15,479.28
Receipt	SHDCouncil S106 funds	23/09/2022	7	Y	8,708.00		24,187.28
Payment	Village Hall Energy	23/09/2022	7	Y		185.04	24,002.24
Payment	Village Hall Energy to May 2022	23/09/2022	7	Y		163.02	23,839.22
Payment	September Wages	30/09/2022	7	Y		473.51	23,365.71
Receipt	September Gross Interest	09/09/2022	7	Y	0.13		23,365.84
							23,365.84
							23,365.84
TOTALS YTD Financial year 2022/23					£ 35,430.75	-£ 19,109.18	£ 23,365.84
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2022/23 month	7	£ 23,435.84
Balance at bank at end :							
Revenue Accounts					receipts	35,430.75	
Unpresented Items					payments	- 19,109.18	
					£ 16,321.57	-	70.00
							Variance
FUNDS:					ACCOUNTS FOR PAYMENT		
£ 500.00	Training				Clerks Salary & HMRC		-518.56
£ 600.00	Election Recharge				Play Company		-10449.60
£ 400.00	Website & Computer Equipment				Plus Hall Hire		- 40.00
£ 300.00	Snow Warden/New Grit Bins				D Cornwell Cleaning		- 172.50
£ 1,500.00	Town Park Car Park				Mathias Property Solns		- 500.00
£ 185.13	Planter Project				SHEPS Burial Ground		- 80.00
£ 500.00	NDP				WAVH Electricity		- 348.06
£ 2,500.00	WA Traffic Action				K Harrod Expenses		- 13.89
£ 3,000.00	Repairs/Maintenance				PKF Littlejohn		- 240.00
£ 500.00	Defibrillator				South Hams DistrictPlay area ins		- 252.00
£ 13,380.71	General funds				Meeting Sub Total		- 12,614.61
23,365.84	TOTAL						