

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

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| Date 6 <sup>th</sup> January 2022   |   | Venue & Time: All Saints Parish Church, 7pm,   |
| <b><u>Present:</u></b><br>Cllr Leanne Carr<br>Cllr Liz Chin<br>Cllr Stephen Lees (in the Chair)<br>Cllr Helen Rhymes<br>Cllr Derek Winser | <b><u>In Attendance:</u></b><br>Kathy Harrod (Parish Clerk)<br><br>Dist. Cllr Mark Long<br><br>Parishioners/Guests: 1 | <b><u>Apologies:</u></b><br><br>Cllr Rachel Saunders<br>Dist. Cllr Judy Pearce<br>DCC Cllr Rufus Gilbert<br><br>Cllr Andrew Pascoe<br>Cllr Kathryn Rawlinson |

REF 2021/22 MINUTES

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### 67 WELCOME & APOLOGIES

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### 68 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

No declarations of interest were received.

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### 69 MINUTES OF PREVIOUS COUNCIL MEETING:

The minutes from the meeting held on 4th November 2021 were approved without alteration and signed.

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

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### 70 COUNCILLOR VACANCIES:

Parish Council seeks Councillors for long term relationship! 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.

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### 71 CLERKS REPORT:

- P3: All documents for the 2022/23 submission have now been received and the paths are being checked prior to submitting the final report by 14<sup>th</sup> February.
- Burial Ground Bench Request: A response has been forwarded regarding the type of benches approved for the burial ground.
- Register of Electors: The request for an updated Register of Electors has recently been submitted.
- Longfields overgrowth & other maintenance: A communication has recently been received regarding overgrowth at Longfields, this will be viewed and assessed for action by the relevant party. Mathias Property Solutions have been asked to undertake some additional work around the parish including footpaths 2 & 3, Lower Street and an area out towards Blanks Mill.
- Parish News Feedback: We have received positive feedback regarding the quarterly newsletter, those delivering the newsletter have been asked to ensure they pay full attention to the Covid rules/regulations and to be aware that some people are still shielding.
- Cllr Training: Cllr Lees has recently undertaken Chairman training, we are hopeful that a course will shortly be confirmed for Cllr Pascoe. The Clerk is signed up for FiLCA and will receive details shortly. We await details of a Councillor course for Cllr Saunders (and any other Councillor who may wish to attend). Due to the Covid situation the majority of courses are currently virtual.
- Airband Community Liaison Executive: Our contact is now Sarah Beverley, for more information or to register your interest in full fibre broadband please see <http://www.airband.co.uk/>.
- SHDC Grounds Maintenance Proposals: SHDC have various proposals to enhance biodiversity on land they own across the South Hams, none of their proposals affect West Alvington.
- EV Charging Points: SHDC have asked if there are any potential EV charging sites in the parish, feedback is that there may be room at Town Park Car Park. The landowners will be asked for their thoughts and we will then feed back to SHDC.

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- j. Bin Stickers re speeding, we have still not received a response from SHDC in respect of this request despite various communications.

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**72 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)

#### Waste

- 2020 statistics for the Energy from Waste (EfW) facility in Plymouth which processes some 65,000 tonnes of our waste each year from the South and West of the County.
  - Overall Waste Processed 261,000 Tonnes.
  - Electricity Generated 204,000 MWh.
  - Steam Generated 57,000 MWh.
  - Plant Availability 88.93% (target 91%);
  - Co2 Savings 84,000 Tonnes.
  - Landfill Diversion 99.9%
  - Cash Savings (Vs Landfill) approx. £12million

#### Afghan Refugees

- We now have about 150 refugees in the county temporarily housed in hotels in Exeter and Exmouth with a number of rescued cats and dogs from the well-publicised animal sanctuary in the Tiverton area. We should be paid back monetarily by the Home Office, but staff are becoming increasingly stretched by lack of resources.

#### **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/>

### DISTRICT COUNCILLORS REPORT:

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)

1. The improvement plan that SHDC have been working on in respect of the planning team is moving on well, there should be a full team in place by the end of January. This will ensure less time delays and issues in respect of both planning and Enforcement.
2. Planning case numbers remain high with over 800 active cases in the South Hams.
3. The housing strategy including homeless strategy is in development, housing officers are actively pursuing 'rough sleepers' to work with them to improve their housing situation. There has been a bigger issue with homelessness over the past year as more properties have been transferred into Airbnb or similar.
4. The teams within benefits/council tax have been continuing to work on distribution of funds to assist those parishioners and businesses who have been financially affected by Covid, if you have been affected, please register on the SHDC website to ascertain if you are eligible for additional support.
5. Cllr Long offered to provide information to assist with Councillor's planning understanding. The Councillors welcomed this offer.

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

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

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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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### 73 PLANNING, ENFORCEMENT & NEIGHBOURHOOD PLAN

#### a) LIST OF APPLICATIONS RECEIVED

- Ratification: 4311/21/HHO & 4312/21/LBC Longbrook Cottage. WAPC Support.
- Ratification: 4076/21/HHO, Myrtle Cottage. WAPC 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](http://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

#### c) NEIGHBOURHOOD PLANNING:

The Neighbourhood Plan has now been submitted to SHDC following approval from the respective Councillors at Churchstow, Kingsbridge and West Alvington.

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### 74 BUSINESS TO BE DISCUSSED:

- a. P3: Proposal to purchase maintenance equipment. Equipment is required with immediate effect if we are to meet our P3 responsibilities. It was resolved to ringfence £500 of the P3 monies to purchase equipment as required subject to approval of our P3 Representative, Cllr Chin. Purchased items will be noted on the asset register and added to the insurance schedule.

**Proposed: Cllr Winsor, Seconded Cllr Rhymes, approved unanimously.**

- b. S106: Funding update and proposal to place order for new playing field equipment & gym equipment. The funding request is due to be submitted to SHDC following confirmation of support from the two Ward Councillors.

Further to the November meeting, it was proposed to award the contract to The Play Company.

**Proposed: Cllr Lees, Seconded Cllr Rhymes, approved unanimously.**

- c. S106 Funds & Village Hall Update including lease renewal. No communications have been received from the Village Hall Committee. Further to our November meeting we have received news from the solicitors regarding the lease renewal, a full response will be provided once we have supplied additional information.
- d. S106 Funds & Cricket Club Update: We have been advised that they are progressing with their proposals and hope to provide an update in the New Year.
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### 75 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 10 see **APPENDIX A** for details.

Accounts to pay – Clerk Salary & HMRC, Mathias Property Solutions (1386/22) £95, All Saints Church £25, DALC Training £36, Beers Solicitors £474, Domain Renewal 123Reg £14.39, Land at Town Park Rent £328.21 & 131.17. A mandate sheet was produced and signed accordingly.

**Proposed: Cllr Chin, seconded Cllr Rhymes, approved unanimously.**

- b. **Governance:**

Precept Discussion & Agreement:

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- The monthly accounts always show the Council's spend to date in the financial year. In December/January the Parish Council uses this information to estimate and assess the projected outturn spend for the year. This then gives the Council a likely carry forward figure for the next financial year and informs the precept discussions.
- The meeting therefore reviewed the year-to-date financial position and worked through the modelling supplied by the Clerk to assure itself of the validity of the projected outturn.
- The meeting then considered the commitments, inflationary pressures and the likely increase in services needing to be both provided and funded locally. Year on year the Parish Council has to pick up more of the services previously provided by the County or District Councils – if the Parish and its' parishioners wish them to continue. It should be noted there was a desire to bring general funds up to a twelve month level over the next five years.
- The Council Tax Support Grant (CTSG) from SHDC has been removed entirely and the base band D on which precept calculations are based has increased marginally from 266.04 to 266.28.
- The meeting noted that the Government has decided to defer the setting of council tax referendum principles to town and parish councils for 2021/22. However it has again issued a challenge to those councils to demonstrate restraint when increasing precepts that are not a direct result of taking on additional responsibilities.
- The Council concluded that they needed to increase the precept to £21,110 so the average household will pay £79.28 per year (i.e.: £1.52p per week). This will mean our budget increases by £4,222 allowing us to fund the costs of more benefits to the community and any services devolved from County or District etc.
- A proposal was made to request a precept level of £21,110 as per the above information.

**Proposed by Cllr Winsor, seconded by Cllr Rhymes and approved unanimously.**

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**76 NEXT MEETING: 3<sup>rd</sup> Feb, 3<sup>rd</sup> Mar. Venue All Saints Parish Church.**

**Item for next agenda: FiLCA, Social Media Account,**

**Meeting Ends 20.10hrs**

After the Chairman declared the end of the public meeting, the Councillors went into Closed Session to discuss Enforcement. There is a meeting to be held at Follaton House on 8<sup>th</sup> & 9<sup>th</sup> February, Councillors discussed the meeting and it was resolved to provide a response in writing to be read at the session on behalf of WAPC in the event that Cllr Lees is unable to attend.

**Proposed: Cllr Derek, seconded Cllr Rhymes, approved unanimously.**

**Confidential Session Closed 20.40**

**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

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### APPENDIX A – Month 10:

| Category                          | Descriptor                   | Date | Month No. of<br>Payment approval | ban<br>ked | Paid In                             | Paid Out                        | Cash Book Balance |
|-----------------------------------|------------------------------|------|----------------------------------|------------|-------------------------------------|---------------------------------|-------------------|
| TOTALS YTD Financial year 2020/21 |                              |      |                                  |            | £ 19,944.29                         | -£ 11,914.50                    | £ 12,835.64       |
| RECONCILIATION CASH BOOK TO BANK  |                              |      |                                  |            |                                     |                                 | £                 |
| Cash book balance b/d             |                              |      |                                  |            | FY 2021/22 month                    | 10                              | £ 12,879.64       |
|                                   | Revenue Accounts             |      |                                  |            |                                     |                                 |                   |
|                                   | Unpresented Items            |      |                                  |            | receipts                            | 19,944.29                       |                   |
|                                   |                              |      |                                  |            | payments                            | - 11,914.50                     |                   |
|                                   |                              |      |                                  |            |                                     | £ 8,029.79                      | - 44.00           |
|                                   |                              |      |                                  |            |                                     |                                 | Variance          |
| FUNDS:                            |                              |      |                                  |            | ACCOUNTS FOR PAYMENT & RATIFICATION |                                 |                   |
| £ 500.00                          | Training                     |      |                                  |            | -                                   | Clerks Salary January           | -249.83           |
| £ 200.00                          | Election Recharge            |      |                                  |            |                                     | HMRC                            | -62.60            |
| £ 200.00                          | Website & Computer Equipment |      |                                  |            | Plus                                |                                 |                   |
| £ 200.00                          | Snow Warden/New Grit Bins    |      |                                  |            |                                     | Mathias Property Solns 1386/22  | - 95.00           |
| £ 500.00                          | Town Park Car Park           |      |                                  |            |                                     | Michaelmore Hughes Town Park RE | - 328.21          |
| £ 500.00                          | NDP                          |      |                                  |            |                                     | Michaelmore Hughes Town Park RE | - 131.17          |
| £ 1,000.00                        | P3                           |      |                                  |            |                                     | 123 Reg Domain Renewal          | - 14.39           |
| £ -                               | WA Traffic Action            |      |                                  |            |                                     | DALC Chairman Training          | - 36.00           |
| £ 4,085.00                        | Repairs/Maintenance          |      |                                  |            |                                     | Beers Solicitors                | - 474.00          |
| £ 250.00                          | Defibrillator                |      |                                  |            |                                     | All Saints Church               | - 25.00           |
| £ 5,400.64                        | General funds                |      |                                  |            |                                     | Meeting Sub Total               | - 1,416.20        |
| 12,835.64                         | TOTAL                        |      |                                  |            |                                     |                                 |                   |