

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Date 6th February 2020		Venue & Time: West Alvington Village Hall 7pm
<u>Present:</u> Cllr Liz Chin Cllr Tony Head Cllr Graham Johns Cllr Geoffrey Rossetti Cllr Gilly Rossetti (Chairman) Cllr John Walster	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long 19 Parishioners/Guests	<u>Apologies:</u> Dist. Cllr Judy Pearce DCC Cllr Rufus Gilbert Absent without Apology: Cllr Didi Alayli

REF 2019/20 MINUTES

POST MEETING NOTE:

Since the meeting held on 6th February, five councillors and the clerk have, with regret, tendered their resignations with immediate effect. The council is no longer quorate and is currently in the hands of South Hams District Council.

Updates will be provided on the WAPC website when available.

39/19 WELCOME & APOLOGIES

40/19 DECLARATIONS OF INTEREST:

Declarations of interest were received from Cllrs G & G Rossetti declared an interest in respect of the planning application 2434/18/ARM and left the room for this element of the meeting.

Cllr Chin requested clarification re the declaration of interests. It was explained that the WAPC declaration of interests policy is the same as that for SHDC. Under Paragraph 8 councillors can be excluded for both pecuniary and personal interests.

41/19 MINUTES OF PREVIOUS PARISH COUNCIL MEETING

The minutes of the 9th January Parish Council meeting were agreed with no alterations.

Proposed: Cllr Head, seconded: Cllr Johns, approved 5:1

42/19 ITEMS CARRIED FORWARD FROM PREVIOUS MEETING

1. Play Area Fencing – we await a date for the works to proceed.
2. Snow Warden & Grit Bins – new bins should be in place as previously agreed by the March meeting.
3. Defibrillator – this has now been delivered and awaits installation.
4. Town Park Car Park Lease – no further news from the owners re outstanding monies.

43/19 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

44/19 COUNTY COUNCILLORS REPORT & HIGHWAYS

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1. Cllr Gilbert has confirmed that Town Park will be resurfaced, it has been approved for the top surface to be removed and a new surface laid. The monies for this will come from the Cllrs pothole fund. Works will take place this year. We will request that the scalplings be placed on the Town Park Car Park.
2. Road Reclassification & Signage – No further update.

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

45/19 DISTRICT COUNCILLORS REPORT

1. Council Tax on empty homes – SHDC have voted to go through the process of looking in to increasing the council tax charged on long term empty properties – that is, those empty for longer than 2 years. It will not happen immediately and there will have to be a policy and maybe even public consultation.
2. Sophie Hosking, the SHDC Chief Executive is leaving in mid-March to take up a director post at Cornwall Council. Her family home is just outside Truro, so this makes absolute sense for her and we wish her well – though will be sorry to see her go. The search is on for a new Chief Executive.
3. Next year's budget goes to Council on 13th Feb. It is intended to increase car parking charges by 4% across the District as a once off increase in four years, and therefore considerably less than forecast inflation. A fairly large sum of money (£400K) has been set aside as a Climate Change reserve as there will be costs involved in trying to become carbon free.
4. The council is procuring a new IT document management platform. What this means in plain English is that online reporting by clerks, residents etc will become much simpler and easier and cover an even wider number of functions. The request should be actioned automatically, leaving a lot less latitude for human error or delay, leading, we hope, to a much better self-serve service for all.
5. Re the article in the Gazette about the Harbour Office in Salcombe. It is hoped the project will happen once the covenant situation is sorted out, though again the article is inaccurate as a covenant has nothing to do with planning.
6. The Bantham Estate has applied for a new estate/harbour office beside the track to the beach – this caused much widespread interest last time.
7. Application 2434/19/ARM, W Alvington Hill, is likely to go to the next committee on 12 Feb so the officer reports will be finalised by the end of this week.
8. The Kingsbridge questionnaire is live re the Ropewalk site. All parishioners are encouraged to respond.
9. There is a new process for pre-application planning, the advice will have to be paid for but will have a dedicated planning officer making it an easier and more efficient process.

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...

46/19 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

a) LIST OF APPLICATIONS RECEIVED

- 2434/18/ARM Readvertisement West Alvington Hill.
Baker Estates Representatives were in attendance, this is a reserve matters application for 52 homes.
Cllr Walster took the Chair for this section of the meeting.
Graham Hutton from Baker Estates was present, a brief overview of the proposed development was provided.

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There have recently been approximately 60 new documents uploaded to the planning portal. Councillors cannot be expected to have full understanding of the application unless sufficient time is allowed to view the new documentation. A proposal was made not to support the application until clarification has been provided re a list of queries. This response will be submitted on Tuesday 11th February.

Proposed: Cllr Head, Seconded Cllr Johns. Approved by all.

b) APPLICATIONS AWAITING SHDC DECISIONS (Determination Dates shown):

- 4152/19/HHO Tacket Wood
- 3911/19/FUL Blanksmill

c) SHDC DECISIONS – No decisions during the period

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

e) NEIGHBOURHOOD PLANNING:

A report re the January & February meetings was provided by the two representatives

Cllr Walster confirmed that an excellent meeting took place with Peter Sandover which clarified points on settlement boundary, Local Green Space, Heritage Assets and Local Views. Date for proposed consultation 14th March.

A letter will be drafted to provide to all to ensure that everyone is aware of the consultation and how they can provide feedback if they are unable to attend.

Proposed Cllr Johns seconded Cllr Head approved by all.

Following the creation of the draft document there will be two further opportunities for parishioners to forward their opinions and feedback.

Peter Sandover subsequently forwarded the following:

1. Richard Smith will email the Clerk with the latest templates for the Local Green Space, Local Heritage Asset and Locally Important views. This will be distributed to the West Alvington Group.
2. The mapping base used for the draft local settlement boundary for WA shows in the vicinity of the church and Pam Baker's land a 'sports facility'. There is no record of a sports facility there so is a mistake on the mapping base. Sue Kinch has been asked if this can be removed (as its likely to cause confusion) if it can't be removed locally we may need to speak to Parish Online. Sue has already produced a map base for Cllr Walster and this may need updating- it would also be sensible to print it out at a large scale.
3. There was some discussion on whether a Principal Residence Policy could be appropriate from West Alvington (and Churchstow if the parish is supportive) we would need some local evidence on Principal and Second Homes in the Parish (on similar lines to that produced by South Huish) but worth a discussion at the community event to gauge local support.

47/19 BUSINESS TO BE DISCUSSED

1. WATAG Update – No update

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2. Sustrans Feasibility Study – There was a mixed view in the room regarding the proposals. A meeting is being arranged between the relevant parish/town councils. Cllrs Chin and Geoffrey Rossetti
Proposed Cllr Walster, Seconded Cllr Head approved by all.
 3. S106 project – A meeting is due to take place next week; a report will be made at the March meeting.
 4. Parish Grass Cutting & Spring Clean. The existing grass contractor has stated that they are not able to continue with the cuts. We therefore need to put the contract out to tender.
The Clerk will pull together the basis for a tender and forward to Cllrs for approval prior to issue.
Spring Clean date for the parish including weeding/litter pick and general tidy needs to be agreed, the last event took place two years ago. Sunday 23rd was agreed, this will be promoted. **ACTION: Clerk.**
 5. P3 Funding – The footpath funding is due for the 2020/21 period. Cllr Geoffrey Rossetti to pull together the information prior to submission. Councillors will receive an email showing parish footpaths and are asked to respond to Cllr Rossetti ASAP.
 6. Parish Emergency Plan, in hand but requires more work before bringing to council.
 7. Climate Emergency, now ready for further discussion as more information has been received regarding the potential actions a council can take.
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48/19 CORRESPONDENCE & PARISHIONERS OPEN FORUM (Maximum 15 minutes)

1. Village Hall Improvement Grant Fund (31st March Deadline) the Clerk has provided the village hall committee with details of the fund and offered assistance if they opt to apply for a grant.
 2. Reclassification of the A381 – would this lead to a lower level of funding for the road. How is this a benefit for the village? GPS appears to take vehicles via Churchstow. It is understood that with reclassification it would be possible to obtain additional traffic calming measures. The original suggestion appears to have come from DCC.
 3. Liz Green, the Representative for Salcombe Kingsbridge Estuary Forum is attending a workshop called Choices and Challenges. Further details will be forthcoming, our thanks again to Liz for representing the parish.
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49/19 FINANCE & GOVERNANCE –

a. Governance –

1. Councillor Vacancies: The appropriate signage is now displayed. If no election is requested by 20th February the Council will be in a position to co-opt two councillors. **ACTION: Clerk**
2. Lloyds Bank Update: The Clerk continues to resolve the signatory problem. On a positive note, Lloyds have paid £200 in compensation in recognition of their error.
3. Website Upgrade: At a recent seminar attended by the clerk new information was received re website compliance, this is being reviewed and any appropriate updates will be made in due course.

b. Receipts & Payments – Month 11

Accounts to pay – Clerk Salary 428.61 (paid by direct transfer monthly), Adrian Mundy Parish Grass Cutting £950, DALC Clerks Essentials Course £66

Cllr Johns requested clarification re the level of clerks salary. It was explained that the work of the clerk has increased due to the issues relating to Cllr Alayli. This has to be paid for either by reducing the work undertaken for the parish or by charging for the additional hours. The continued lack of adherence to the policies and procedures along with the increased correspondence caused by the disruptions at parish meetings is costing the parish money.

Proposed Cllr Walster Seconded Cllr Johns Approved by majority.

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50/19 NEXT MEETING

Next Meeting **5th March 2020 Venue: West Alvington Village Hall, 7.00pm**

With there being no further business, the Chairman thanked all in attendance and the meeting closed at **9.00pm**

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
Cash Book Balance b/f from last financial year						6,611.94
Payment	HMRC Quartely Payment	20/01/2020	11	-	213.20	8,871.40
Payment	Malborough PC Defibrillator Payment	20/01/2020	11	-	1,000.00	7,871.40
Receipt	Lloyds Bank Compensation Payment	24/01/2020	11	200.00	-	8,071.40
Payment	January Clerks Salary	31/01/2020	11	-	428.61	7,642.79
Payment	January Gross Interest	09/01/2020	11	0.32	-	7,643.11
TOTALS YTD Financial year 2019/20				£ 8,281.62	-£ 7,250.45	£ 7,643.11
RECONCILIATION CASH BOOK TO BANK						£
Cash book balance b/d			FY 2019/20 month		11	£ 7,643.11
Balance at bank at end :					06-Feb-20	
	Revenue Accounts					
	Unpresented Items			receipts	8,281.62	
				payments	- 7,250.45	
					£ 1,031.17	- 0.00
	Parish Plan Account	£0.00				Variance
	Operating Account	£2,048.05				
	Holding Account	£5,595.06				
	<u>Outstanding Payments:</u>					
	Newton Garden Services	£2,170.00				
	SHDC PAYE Fee	£120.00				
	HMRC Jan	£107.20				
		£2,397.20				
ACCOUNTS FOR PAYMENT						
	<u>K Harrod Salary</u>			paid by direct transfer on 31st of each month		428.61
	<u>HMRC NIC</u>			paid quarterly		107.20
	Adrian Mundy Annual Grass Contract					950.00
	DALC Training Course Essential Clerks					66.00
	Meeting Sub Total					1,016.00
Receipts & PAYMENTS REPORT TO COUNCIL						
MEETING DATE				06/02/2020		
Prepared By:				K Harrod for West Alvington Parish Council		