

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

Date 9 th June 2022		Venue & Time: WA Village Hall, 7.30pm
Present: Cllr Leanne Carr Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Helen Rhymes Cllr Rachel Saunders	In Attendance: Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long Parishioners/Guests: 0	Apologies: DCC Cllr Rufus Gilbert Dist. Cllr Judy Pearce Cllr Derek Winser

REF 2022/23 MINUTES

WELCOME & APOLOGIES

111 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

Declarations of interest were made by Cllrs Lees in respect of Finance, the Councillor withdrew from these discussions.

112 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 5th May 2022 without alteration, these were then signed by the Chairman.

113 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.

114 CLERKS REPORT:

1. Play Area Update including repairs: The monthly inspection of the play area has recently been undertaken, the report has been forwarded to the school for action. The new play equipment installation date has not been agreed.
2. Landmark Tree: The tree has been potted to ensure survival. It will be planted at the start of the next planting season (October), the proposed site is by the West Alvington village sign. The Landowners have been approached and have approved siting on that plot. Many thanks to the Landowner for allowing us to plant the tree at this location and thanks also to Cllr Rhymes for consulting with the landowner.
3. Wires above the school: We are liaising with BT regarding the wires above the school play area and have now included other low hanging wires that have "appeared" in the parish. The school have provided copies of their correspondence which clearly shows that they do not accept the height of the wires – this was contrary to the initial response received from BT.
4. Platinum Jubilee: Commemorative water bottles were handed out to all the children at the school on 25th May. The bottles were well received. Our thanks to Cllrs Pearce and Long who provided the funding for these.
5. Strimmer/Brush cutter Courses: All Councillors have been asked if they would like to attend a free course, courtesy of the Devon County Council Public Rights of Way Team. To date we have received confirmation that Cllr Lees is booked in to attend on 7th July.
6. Burial Ground Report & Maintenance: South Hams Elite Property Services are now contracted by WAPC to mow the burial ground. There has been one burial in the last month and we have a burial booked in June.
7. Graffiti Update: We are now in communication with Kingsbridge Town Council re the issues with graffiti in both areas. All instances of graffiti are being reported to the police, they also have a detailed description of the individual and CCTV footage. Graffiti to public property is being removed as soon as possible. Graffiti on

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

privately owned property is notified to the landowner with a request for it to be dealt with at the earliest convenience.

8. Village Hall – Bookings, Banking, Policies and Procedures: We have taken some new bookings for the village hall and continue to promote availability where possible. The banking switch has not yet taken place meaning that we have had little option but to use the Parish Council account for Receipts and Payments for the short term. Policies and Procedures are currently being updated and will all be available in the public domain once finalised. Further discussion regarding the hall will take place during the course of the meeting.
9. Insurance Renewal: We have a Long-Term Agreement in place until 18th August 2023, this is to our advantage at the moment as the market is hardening fast and many towns and parishes are seeing significant uplifts in pricing. The renewal review for 2023 will take place early in the year to ensure that premiums can be obtained in good time. The 2021 premium was £387.97 inclusive.
10. Parish Survey: Currently being finalised.
11. Neighbourhood Plan Update: The Examiner has come back with some questions, a response and additional evidence are being collated before being forwarded by a deadline of 10th June.
12. We will follow up again with Livewest for a response regarding the unofficial cut through between the road and the village hall car park.
13. We will follow up regarding our communications in respect of the old play area opposite the school.
14. As yet we have received no response to the application for a 20mph limit through the parish. There have been no further communications with Councillor Gilbert regarding potential traffic schemes.

115 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): **No Parishioners Present.**

DEVON COUNTY COUNCIL REPORT: See Appendix B.
Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

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

- a. Homes for Ukraine – guests continue to come to the South Hams. SHDC are inspecting premises, processing monies out to hosts and visitors as well as trying to deal with any issues that arise. A range of support is being made available including schooling, medical and mental health issues. Payments of £200 per guest are arranged, hosts receive £350 per month. All hosts and guests are now connected to SHDC & Govt websites. Everything is currently running smoothly and follow up visits are being organised to ensure this continues. A Parish & Town Council briefing is due to be issued.
- b. Council tax rebates – continues successfully but there are 25% who do not pay via direct debit and they have not all been in contact to claim their refunds. If you do not pay directly, please contact SHDC and complete their form to enable the payment to be processed.
- c. Bin Collections: The service has worsened over the month, FCC are sending out fewer brown bin rounds. There are developments behind the scenes and FCC issued a statement on Wednesday. SHDC have also issued a

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

statement, essentially stating that they have taken legal advice and have written to FCC demanding that they rectify the situation as a matter of priority. The situation has gone on far too long and it urgently requires a resolution for residents.

Further updates will be provided by our Ward Councillors at the July meeting.

All missed collections MUST be reported.

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...

116 PLANNING, ENFORCEMENT & NEIGHBOURHOOD PLAN

a) LIST OF APPLICATIONS RECEIVED

- 1602/22/HHO, Archway Barn, Collapit, construction of detached triple garage & ancillary floor space above. **WAPC: Support** with conditions regarding remaining ancillary to the main accommodation.
- 1366/22/FUL, Woolston House, TQ7 3BH, alterations to dwelling & conversion of adjacent Barn to ancillary/guest accommodation. **WAPC: Support**

b) DECISIONS:

- 0639/22/HHO, Coombe Lodge, Alterations to garage/studio building (21/4) **SHDC No Decision Yet.**
- 0736/22/FUL, Crabshell, Kingsbridge, New pergola for external seating (21/4) **SHDC No Decision Yet.**
- Gerston Point Inquiry: No update.

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:
- The Examiner has asked some questions regarding the plan, responses to these questions are due to be provided by 10th June.

Full details regarding the plan can be found at:

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

117 BUSINESS TO BE DISCUSSED:

- Proposal to purchase strimmer safety equipment: Cllr Lees is due to attend a strimmer/brush cutter training session run by the Public Right of Way Team. It was resolved to purchase high visibility vests for volunteer groups while working.
- Proposal to purchase additional keys for the noticeboard/Village Hall. As we have a limited number of keys for the noticeboard and the village hall it was resolved to purchase duplicate keys which will be held by the clerk and two councillors.
- To consider submitting West Alvington Village Hall as a potential future police hub. A letter has been received from Anthony Mangnall MP asking if we would consider the hall as a potential future police hub. Limited

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

information is available at this time, it was resolved to put the hall forward as a potential hub subject to receipt of more details when available.

- d. Proposal to create a social media and website presence for West Alvington Village Hall. It was resolved to create a social media and website presence for the village hall with immediate effect subject to the costs of a domain name being approved. A query was raised regarding updates to the West Alvington Facebook page, we will contact the page Administrator.
- e. A parish event will take place later in the year. Party in the parish has been given a provisional date of 17th September, interested parties are asked to meet at the pub on 23rd June at 7.30pm to talk through the event. It is anticipated there will be a marquee, licensed bar, bring your own picnic, live music and dancing as well as entertainment for children. Cllr Carr will create an initial spreadsheet of potential requirements. The meeting details will be added to noticeboards/social media and forwarded to the school.
- f. Proposal to actively seek a new Village Hall Committee. It was resolved to actively seek a new committee to ensure that the hall is represented by the whole community and does not become an extension of the parish council. If anyone is interested in joining the committee, please contact us at westalvingtonpc@gmail.com.
- g. To consider the proposed Town Park Car Park reorganisation: A work group is going to cut back some of the overgrowth at the car park on Saturday 11th June, following this it is hoped that parking bays can be clearly defined through the use of white paint/spray. The cost for a paint applicator plus twelve cans of spray was approved at £90 plus VAT & Delivery. It was resolved to purchase the applicator.

<https://www.linemarkerpaint.co.uk/product/diy-line-marking-kit/>

118 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 3 see **APPENDIX C** for details.
Accounts to pay – Clerk Salary & HMRC, S Lees Planter Project £107.92, Mathias Property Solutions £393, Alison Marshall Internal Audit £100. A mandate sheet was produced and signed accordingly.
The councillors unanimously resolved to accept the payments.
- b. **Governance:**
 1. 2021/22 Audits: The Internal Audit report has now been received and forwarded to all Councillors. It will be uploaded to the website shortly. It was resolved to renew the services of Alison Marshall for the 2022/23 Internal Audit.
 2. The External Audit documentation is now due to be submitted.

119 **2022 MEETING DATES:** 7th July, 1st Sept, 6th Oct, 3rd Nov – **West Alvington Village Hall.**

Meeting **Ends 21.30hrs**

Items for the next agenda:

- **Moving of sign near the village hall & noticeboard review**
- **20mph application update**
- **Funding bid, feasibility study for a new parish path to connect rural areas.**
- **Community Event**
- **Approval of Policies and Procedures**
- **Clerks Hours**

Signed as a true record: _____

