

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council Meeting

Date 7 th October 2021		Venue & Time: All Saints Parish Church, 7pm,
<u>Present:</u> Cllr Leanne Carr Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Helen Rhymes Cllr Rachel Saunders	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long Dist. Cllr Judy Pearce Parishioners/Guests: 1	<u>Apologies:</u> Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Derek Winser DCC Cllr Rufus Gilbert

REF 2021/22 MINUTES

47 WELCOME & APOLOGIES

48 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

No declarations of interest were received.

49 MINUTES OF PREVIOUS COUNCIL MEETING:

The minutes from the meeting held on 2nd September 2021 were approved without alteration and signed.

Proposed: Cllr Rhymes, Seconded Cllr Saunders, approved unanimously.

50 COUNCILLOR VACANCIES:

Since the last meeting we have not received any expression of interests re the vacancy, 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.

51 CLERKS REPORT:

- Easton Hill Bench: The bench has been dismantled and repairs are in hand, we hope that the bench will be back in place shortly.
- Play Area Work: The school are aware of the repairs required to the play equipment following receipt of the recent report. There are delays in obtaining some of the repair materials but the works will be addressed as soon as possible.
- Wood Lane: Highways had requested that any potholes along the lane that meet with their criteria be reported online. The Public Right of Way team were contacted at the same time by Cllr Rhymes, they advised that they view the lane on their next inspection but clearly stated that Highways has no maintenance duty in respect of vehicular use. The Parish Council are unable to take any further action.
- Our sincere thanks go to our Ward Cllr Mark Long who recently spent some hours in West Alvington Woods cleaning the trees that had been sprayed with graffiti.
- Bin Stickers re speeding, we have not received a response from SHDC in respect of this request. A reminder has been sent.

52 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):

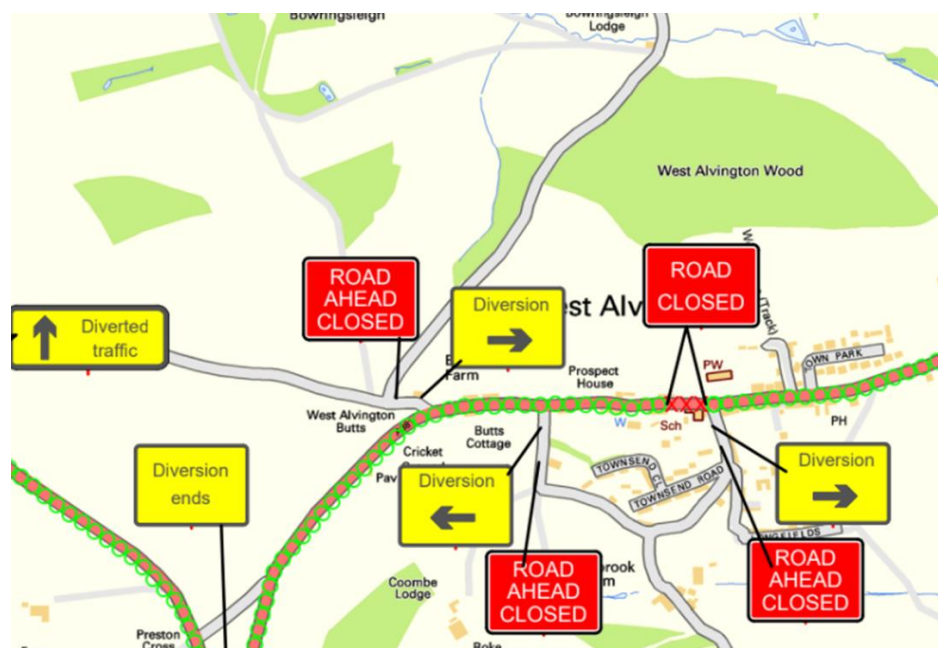
COUNTY COUNCILLORS REPORT:

Lane End flooding. The CCTV has shown that the system is full of concrete and tarmac which has blocked the outlet chamber. This will need a drainage system put in place to rectify the problem requiring the area being dug up and re-laid including road closure etc. It is on the list of repairs to be budgeted for but is unlikely to be done before spring.

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REMINDER: Road Closure West Alvington Hill 23rd – 31st October: For information only. The area of road by the school will be closed between 23rd -31st October, alternate routes will be clearly signposted.



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:

1. Devon & Torbay Residential Charge Point Scheme – this is a residential scheme that Parish Councils can apply for if there is a requirement for charge points in the parish. Charging points are being installed in the area, two are on the quay in Kingsbridge, more will be installed locally for residents use only.
2. Better Lives for All - a program of what the District Council will do for the next three years, full details are contained in the action plan on the website.
<https://mg.swdevon.gov.uk/ieListDocuments.aspx?CId=151&MId=1631&Ver=4>
3. SHDC Have also declared a housing crisis in the South Hams due to the lack of affordable rental accommodation which is due in part to the number of properties being used as Air BnB and Holiday Homes. A paper is going to the Executive next week with a view to actioning as many of the points as possible. If people are letting houses that would normally be on long lets SHDC want to ensure that they are compliant for short term lets - this will include having the relevant planning in place, they have made proper arrangements to dispose of their waste and that they are paying council tax for a separate dwelling if they are letting it.
If anyone thinks they are going to be made homeless please contact SHDC at the earliest opportunity.
4. Recycling and Waste:
Information is being received regarding the tonnage of waste that is being missed.
SHDC are aware of the shortcomings of the “service” and reiterate if you know of anyone who is not getting their assisted collection, or their regular collection has been missed, it needs to be reported online. It must be reported on every occasion and Cllr Pearce and Long be copied in.
Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk
Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

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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...

53 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

a) LIST OF APPLICATIONS RECEIVED

- 3097/21/HHO, 1 Butts Cottages. Ratification Only. **WAPC Support** subject to removal of the driveway incorrectly shown on the plans.

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

c) NEIGHBOURHOOD PLANNING:

Following the closure of the Regulation 14 consultation, the information received has been reviewed and amendments made accordingly. SHDC have advised that their preference would be a revised Plan showing all the amendments. The Neighbourhood team are now in the process of providing a list of amendments that are proposed to be included, SHDC will take this up with the consultees. SHDC will forward a reply to each of the consultees addressing the issues they have raised with plans. It will be for SHDC, at Reg 15 submission, when all the amendments are included and agreed to ensure the Screening is satisfactory since SHDC are the responsible Authority.

Full details of the neighbourhood plan can be found at <https://kingsbridge.gov.uk/category/neighbourhood-plan/>

54 BUSINESS TO BE DISCUSSED:

- Review of tenders for new equipment for the playground. The tenders received all have both plus and minus points, none of which work 100% with what the school require. Katie Coomb and the Parish Clerk will meet and discuss all options before requesting relevant alterations from the suppliers.
- P3: Equipment Purchase & Works Required.
 - The footpath between Kingsbridge & West Alvington still requires attention. The parish side needs the nettles and brambles cutting back. Our contractor will be asked to deal with this as well as undertaking work along Lower Street to prevent it becoming overgrown again. Following this the next cuts will not be due until Spring 2022.
 - The car park, if cut right back would increase the number of available spaces.

Prior to the potential purchase of maintenance equipment and safety clothing, a request for assistance from the community will be included in the next newsletter, school newsletter and on social media. We are looking for a small team of volunteers to help with maintenance of the area for the good of the community. Training will be provided where applicable.

- Village Events: The parish used to have regular events including the Parish Fun Day, Best Kept Garden, Carol Singing, October Work Party, Beating of the Bounds and the Time Out Club. Cllr Carr expressed interest in

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organising a Fun Day event or similar for 2022. Cllr Chin is hopeful that the Time Out club will restart again in spring 2022. Additionally, we will look to help organise carol singing in December and to support the school if they are able to organise an advent event.

d. S106 Funds & Village Hall Update, including car park issues, lease renewal & consideration of retrieval of minute books from archives:

- Parking Issues, our local MP, Anthony Mangnall has recently been contacted by a concerned resident, he has spoken with LiveWest about the recent parking decisions, they have reviewed their stance and advised the following:

The concern raised is that LiveWest is going to be claiming 4 spaces (out of 16 we own) at the West Alvington Village hall car park for use by LiveWest residents. Having looked into this you are right that there is apparently a historic arrangement whereby villagers could continue to use the spaces although we have not seen a copy of such an agreement. I note that the village hall also has an additional 4 parking spaces which are not available for residents to use.

This issue has arisen as a result of limited parking in the village and we have been contacted by our residents to advise that they are unable to park near their homes, many of which do not have allocated parking. We are trying to improve this situation for our residents.

At the same time we are aware of our commitment to the community and the village hall as an asset to the village and we do not want to limit its use. As a means of meeting both objectives we initially decided to reallocate just 4 of the 16 spaces for use of LiveWest residents leaving 12 (plus the 4 owned by the hall) for general use.

However we have revisited this and at this time are now going to trial just allocating 2 spaces for LiveWest residents. We will review this in the future to see if this is adequate.

We also note that the parking spaces in the village hall are often occupied by teachers at the local primary school. If the school decided it wanted to create some additional parking within its grounds, we would be happy to consider granting a right of way through the car park to facilitate this.

- The Village Hall belongs to the parish and is managed by the Village Hall Committee. The Committee are creating a survey regarding the future of the village hall. WAPC have the opportunity to share the cost of a year's subscription to a site specialising in the creation, promotion and analysis of surveys and would like to use this to obtain information from the residents to create a five-year plan for the parish. The cost of this is £100 and would be for one year only. The Village Hall Committee will be invited to amalgamate their survey and any additional questions into the larger survey as this would allow them a greater number and variety of questions in addition to full analysis of the results.

Proposed: Cllr Chin, Seconded Cllr Lees, approved unanimously.

There have been various problems with parking including incidents of verbal abuse to residents, the school and a visitor. The Village Hall Committee will be asked if parking access can be given while the hall is not in use.

- Lease Renewal: Despite several phone calls and emails to the solicitors we have not yet received a response from Windeatts. We have therefore contacted other solicitors and await their breakdown of costings.
- It was resolved that we retrieve all WAPC minute books from archive, the books will be in the care of Cllr Rhymes until returned. Cllr Rhymes will review the books and obtain costings for them to be scanned and uploaded before being returned to Devon Archives.

Proposed: Cllr Lees, Seconded Cllr Carr, approved unanimously.

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- It is possible that there is a restrictive covenant on the land in question, Cllr Lees will obtain any relevant information from Land Registry.
 - Cllr Chin will speak with the Church regarding the plans for the old play area.
- e. S106 Funds & Cricket Club Update:
The Cricket Club have been in communication with WAPC and are gathering the details of their potential S106 projects into a document for submission.

55 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 7, see **APPENDIX A** for details.
Accounts to pay – Clerk Salary & HMRC, Mathias Property Solutions (Aug/Sept) £190, SHDC Burial Ground May/June £296.98, All Saints Church £50. A mandate sheet was produced and signed accordingly.
Proposed: Cllr Chin, Seconded Cllr Rhymes, approved unanimously.
- b. **Governance:**
1. Proposal to accept draft Memorandum of Understanding between SHDC & WAPC
Proposed: Cllr Chin, Seconded Cllr Carr, approved unanimously.
 2. Bank Signatories. It was agreed that Cllrs Lees, Winsor, Carr & Rhymes will be added as signatories.
 3. Councillor Training: Chairing Meetings training has been offered to Cllrs Lees & Pascoe at a cost of £36 each. There is also a four-part Zoom training session available for new Councillors, various dates for the sessions are available between October and December at a cost of £18 per session. Payment for the courses is met by the Parish Council. Full information is available from the Parish Clerk.

56 NEXT MEETING: 4th Nov, 6th Jan, 3rd Feb, 3rd Mar. Venue All Saints Parish Church.

Item for next agenda: Proposal for a new noticeboard near Town Park

Meeting Ends 20.42hrs

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

APPENDIX A – Month 7:

Category	Descriptor	Date	Month No. of Payment approval	ban ked	Paid In	Paid Out
Payment	SHDC May/June Burial Ground Maintenance	21/09/2021	7	Y		- 296.98
Receipts	Burial Ground Reservation	21/09/2021	7	Y	275.00	
Receipts	Precept Second Tranche SHDC	24/09/2021	7	Y	8,444.00	
Payment	September Clerks Salary	30/09/2021	7	Y		- 480.83
Payment	September HMRC		7			- 120.00
Receipts	September Gross Interest	09/09/2021	7	Y	0.09	
TOTALS YTD Financial year 2020/21					£ 19,944.02	-£ 10,260.83