

# WEST ALVINGTON PARISH COUNCIL ANNUAL MEETING

## Minutes of Parish Council Meeting

<b>Date 6<sup>th</sup> July 2023</b>		<b>Venue &amp; Time: WA Village Hall, 7.30pm</b>
<b><u>Present:</u></b>  Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Kathryn Rawlinson Cllr Helen Rhymes	<b><u>In Attendance:</u></b>  Kathy Harrod (Parish Clerk)  Dist. Cllr Mark Long Dist. Cllr Samantha Dennis County Cllr Rufus Gilbert  Parishioners/Guests: 0	<b><u>Apologies:</u></b>  Cllr Derek Winser Cllr Charlotte Oakey Cllr Chris Povey

### REF 2023/24 MINUTES

**220 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):

- A letter has been received regarding another untaxed vehicle. This will be reported.

### DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: [Rufus.Gilbert@devon.gov.uk](mailto:Rufus.Gilbert@devon.gov.uk)

- Roadworks on West Alvington Hill are showing on one.network between 28<sup>th</sup> August – 11<sup>th</sup> September for a gas connection to new housing development. The company organising works is saying they will take place between 24<sup>th</sup> July to 4<sup>th</sup> August for full road closure but this is still awaiting approval from Devon County Council.
- Cllr Gilbert confirmed that a donation of £500 could be claimed from his localities allowance towards the forthcoming repairs of the village hall.
- Cllr Lees advised that an update following the Highways Meeting earlier in the year will be provided to DCC highways prior to the next meeting.

### DISTRICT COUNCILLOR REPORTS:

Email Cllr Samantha Dennis: [Samantha.dennis@swdevon.gov.uk](mailto:Samantha.dennis@swdevon.gov.uk)

Email Cllr Mark Long: [cllr.mark.long@southhams.gov.uk](mailto:cllr.mark.long@southhams.gov.uk)

- Cllrs Dennis & Long confirmed that a donation of £500 each could be claimed from their localities funds towards the forthcoming repairs of the village hall.
- Cllr Mark Long and Cllr Samantha Dennis have been nominated to serve for the next four years on the Salcombe Harbour Board with Cllr Mark Long taking the role of Salcombe Harbour Board Chairman.
- The new administration at the District Council Executive Committee have outlined the approach to be taken in setting the priorities for the new Council for the next four years. These will be developed over the summer and a formal consultation will follow with residents, businesses and key partners. There will I understand be online forums with Town and Parish Councils to seek thoughts on the broad principles.
- One area that is proposed for the Executive is a plan, with an enhanced approach to tackle poor quality Social and Private rented accommodation within the South Hams.
- There will be a Town & Parish Council forum online 6pm, 26th July, this will be the start of conversations with focus being on the next four year plan, it is hoped representatives from each parish will attend.
- The Executive agreed to give a sizeable grant of £40k to support the work of Sustainable South Hams. Plus it was agreed to form a new council advisory panel for climate matters. Sustainable South Hams works closely with a number of parish councils and support grass roots projects as well as sharing knowledge and inspiration. Website resources are particularly valuable, please see <https://www.sussh.org/> for full information .

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- j. The Active Travel project is being funded from UK Shared Prosperity Fund. This will identify the most effective initiatives to help people make more short journeys on foot/wheels. There is a survey online, details of which will be forwarded to Thurlestone Parish Council. An online session (open to all) regarding the project is due to take place on 11th July. A separate meeting can be arranged by Parish Councils if required.
  - k. Since the last meeting Cllr Dennis has continued with training attending sessions on Audit as well as Licensing and has been speaking with a number of parishioners in the Ward regarding the increased cost of taxi fares. There is a maximum fare set by South Hams District Council (<https://www.southhams.gov.uk/article/9087/Hackney-Carriage-Fares-2022>) and it has recently come to light that some taxis have exceeded this. If anyone has been charged more than the maximum amounts stated please contact Cllr Dennis.
  - l. The Executive have been approached to tackle poor quality rented housing across the South Hams covering both social and private lets. Residents now have the ability to report issues of disrepair i.e. works not being dealt with, mould, condensation. There is an online form to report issues with the facility to upload photographs. When an enquiry is received South Hams District Council guarantees a response within two weeks however, each received report is triaged and if it is a problem deemed to require more urgent attention it will be dealt with as a priority. If affected parishioners are not available to access the internet they have the ability to phone in to make a report. <https://www.southhams.gov.uk/report-disrepair>. It was noted that SHDC are in the process of taking over and refurbishing a number of flats in Kingsbridge which will be let as social housing when ready.
  - m. A planning training session is due to be organised to provide training for newer Councillors and a refresher for those who have been in office some time. This is due to be set up early September. Questions/queries should be forwarded to Cllr Long prior to the event to ensure the session is as current and relevant as possible.
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### THE MEETING CONVENED

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#### 221 WELCOME & APOLOGIES

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

Cllr Rawlinson declared an interest in respect of Finance and withdrew from these discussions.

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#### 223 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meeting held on 1<sup>st</sup> June 2023 without alteration, these were then signed by the Chairman.

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#### 224 VACANCIES & Co-Option

No further expressions of interest have been received, we currently have two vacancies to fill.

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#### 225 CLERKS REPORT:

- 1. Village Hall Update: The Committee recently met with contractor to discuss requirements, the updated quote is due to be received this week at which point the Committee hope to give authority for works to commence. We have had a flurry of booking enquiries which have resulted in another regular term time booking and some one off events. The works to the hall have been approved by the Village Hall Committee and South Hams District Council will be contacted for the funds.  
Due to the cost of the electricity we have now had to ask that the water heater is turned off between sessions. Signage has been put up regarding this and the cleaner is also checking each time he attends.
- 2. Glebeland Update: The Diocese are now asking people with queries regarding this site to speak to the West Alvington Church Wardens. We are aware that a young man has recently asked if he can arrange a group of

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people to tidy the area at no cost to the owners, no response has been received. We have invited the Warden to attend a meeting with us to discuss the area but he is unable to meet with us. A further letter will be sent requesting urgent attention to the overgrowing weeds/plants as they are causing obstruction.

3. We have confirmed the artwork for the new noticeboard and now await delivery.
4. It has been noted that the drop kerb on the corner of the road adjacent to the village hall is often blocked by vehicles and this is causing issues for those less able, the young and vulnerable. The issue has been reported.
5. Councillors have been provided with details of a Town & Parish Forum meeting to be held on 26th July at 6pm via Teams, they will hear from Councillor Brazil (Leader of the Council) and fellow District Councillors about their ambitions as well as having an open discussion about how we can all work together to achieve our collective ambitions.
6. A replacement grit bin for Longfields has been received and will be in place during August.
7. West Alvington Parish Council have signed up to the Road Warden Scheme, details of training to follow.
8. Thanks to Liz Green for forwarding details of a Species Survival Fund grant.
9. We obtained a quote for cyber insurance as per the Internal Audit, this came in at over £360 per annum and as such is not considered affordable at this time.

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### 226 PLANNING & ENFORCEMENT

#### a) LIST OF APPLICATIONS RECEIVED:

1. 1593/23/VAR, Gerston Point, Variation of a condition 1(i) and related grant of Condition Discharge following planning consent 3853/22/ARC & Enforcement Appeal B Ref: APP/K1128/C/21/3268328. 6/7 **SUPPORT**
2. 1705/23/LBC, Longbrook Farm, Listed building, repair to roof of granary (retrospective), 13/7 **SUPPORT** on the proviso that the property has been repaired as sympathetically as possible to the original.
3. No statutory consultation requirement: 2071/23/ARC, "Land at SX731422 Gerston Gate Barn, Application for approval of details reserved by condition 9 (Hard and Soft Landscaping) of planning consent 1655/19/OPA
4. Reg 16 Consultation for modification to South Milton Neighbourhood Plan. Councillors support the modification to ensure that a S106 Principal Residence agreement is in place for all new builds in the parish of South Milton.

#### b) SOUTH HAMS DISTRICT COUNCIL DECISIONS:

1. 1153/23/ARC, The Stable, Longbrook Farm – **No Decision Yet.**
2. 1256/23/HHO, Herons Cottage, Collapit. **Conditional Approval.**
3. 1108/23/FUL, Land At Sx 729 441 Morley Way Kingsbridge. **No Decision Yet**
4. 1248/23/FUL, Land At Sx 731 422, Gerston Lane. **No Decision Yet.**
5. 1444/23/ARC, Easton Farm, West Alvington. **No Decision Yet.**

#### 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](https://www.southhams.gov.uk/article/3043/Report-a-Planning-Breach)

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### 227 BUSINESS TO BE NOTED/DISCUSSED:

1. To agree a project manager for the Planter Project and area opposite Town Park Car Park.

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Cllr Lees will speak with a parishioner regarding taking the lead on the project. Cllr Rhymes would be involved in the planting and is also aware of a number of other parishioners who may like to be involved.

### 2. Town Park Car Park, Lease, Use by Parishioners, Signage & Works.

It was resolved to hold an open meeting on Thursday 13<sup>th</sup> July from 7.30pm to discuss options for the proposed lease at £1,800 per annum on a ten-year agreement with a five-year break clause. It should be noted the Parish Council also have to accept being contracted out of the 54 act if the renewal of the lease is to proceed.

A Parish Council meeting will be held directly after the open meeting to agree how to proceed.

Parishioners are asked to note that the field to the north is part of a working farm and not to be used as open space for dog walking. The conservation headland is also not to be used for recreation.

### 3. Burial Ground Policy Review. The Councillors resolve to accept updated eligibility wording regarding burials at the site.

### 4. Overgrown hedging & PROWs works to be agreed

- a. The clerk recently met with another contractor regarding a variety of required works including fencing, addition of gates, clearing Lower Street and clearing the old school access path, adding in a rail by the path and securing the bench. Councillors agreed to proceed with the works on the understanding payment would come from the S106 funds.
- b. Path from Horsemans to the village sign needs to be cleared and overgrowth around the VAS sign removed. Cllr Long will arrange a team to hoe the area and then spray it off plus a follow up team to deal with the subsequent dead weeds. Cllr Long will also arrange a manual collection of the dirt/rubbish on the side of the road (where vehicles park).
- c. Footpaths 2 & 3 (West Alvington to KCC) needs vegetation cutting back.
- d. The hedge in front of the pump house is the responsibility of SWEB, they will be written to asking for urgent attention.
- e. The tree above the sub-station has cables running through it, this will also be reported for urgent attention.
- f. Note re Stockwell hedges need a significant tidy, this will be reported to Devon County Council .
- g. The footpath into Kingsbridge requires the gaps to be plugged. We have successfully applied to the Woodland Trust for a tree pack that will be provided in November. Cllr Long continues to discuss options regarding fencing with Baker Estates.

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## 228 FINANCE & GOVERNANCE

### a. Receipts & Payments: Month 4.

Invoices Received: Mathias Property Solutions £95, WAVH £20, EDF £115.19, Alison Marshall £175, Glasdon £159.73, SLCC Renewal £61.38, K Rawlinson Bunting £36.19, Cornwall Cleaning £255,

Standing Orders: Clerks Salary & HMRC, SHEPS £80

Bank Balances as at 06.07.2023: Current Account £2,795.54, Deposit Account £22,132.35

The councillors resolved to accept the above payments.

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### Receipts/Payments June 2023:

Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
VHSWilliams	Receipt - Village Hall Book		X	130.00		130.00
VHATIDY	Receipt - Village Hall Book		X	40.00		40.00
VHATIDY	Receipt - Village Hall Book		X	50.00		50.00
Monthly Interest	Receipt - Interest (Gross)	Lloyds Bank	X	11.79		11.79
VHABULL	Receipt - Village Hall Book	Friends of West Alvington	X	45.00		45.00
Monthly	Payment - WAPC Hall Hire	West Alvington Village H	X	-20.00		-20.00
27	Payment - Village Hall Cle	Cornwell's Cleaning & M	X	-236.25		-236.25
31	Payment - SLCC Renewal	SLCC Enterprises	Z	-61.38		-61.38
26 & 26a	Payment - Grass Cutting -	Mathias Property Solutio	X	-190.00		-190.00
25	Payment - Village Hall Elec	EDF Energy	L	-192.44	-9.62	-202.06
30	Payment - Grit Bin Purcha	Glasdon UK Ltd	S	-133.11	-26.62	-159.73
31	Payment - Coronation Exp	Kathryn Rawlinson	X	-36.19		-36.19
Tidy	Payment - Village Hall Dep		X	-50.00		-50.00
2762023	Receipt - Village Hall Book	All Saints Parish Church	X	40.00		40.00
Monthly	Payment - Salary Payment	Katharine Harrod, Parish	X	-456.63		-456.63
34	Payment - Grass Cutting -	Mathias Property Solutio	X	-95.00		-95.00
	Receipt - Village Hall Elect	Katharine Harrod, Parish	X	40.00		40.00
36	Payment - Burial Ground C	South Hams Elite Propert	X	-80.00		-80.00
37	Payment - Village Hall Elec	EDF Energy	L	-100.18	-5.01	-105.19
37	Payment - Village Hall Elec	EDF Energy	X	-10.00		-10.00
<b>Total</b>				<b>-1,304.39</b>	<b>-41.25</b>	<b>-1,345.64</b>

### b. Governance:

1. We have received confirmation from the External Auditor that they are now looking through the documents sent.
2. The website has been updated with the new files/information.
3. The annual VAT claim has been made, we await payment of £2,462.38.

**229 NEXT MEETING DATES:** 13<sup>th</sup> Jul, 7<sup>th</sup> Sept, 5<sup>th</sup> Oct, 2<sup>nd</sup> Nov – **WA Village Hall**, 7.30pm

**Meeting Ends 21:42 hrs**

**Items for the next Agenda:**

**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, South Hams District Council Ward Councillors, Parish Tree Warden, WAPC Notice Board.