

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council

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Date 5 <sup>th</sup> January 2023		Venue & Time: WA Village Hall, 7.30pm
<b>Present:</b> Cllr Liz Chin Cllr Stephen Lees (in the Chair) Cllr Helen Rhymes Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Derek Winser	<b>In Attendance:</b> Kathy Harrod (Parish Clerk) Dist. Cllr Mark Long DCC Cllr Rufus Gilbert Parishioners/Guests: 1	<b>Apologies:</b> Dist. Cllr Judy Pearce Cllr Leanne Carr Cllr Rachel Saunders

REF 2022/23 MINUTES

### 159 WELCOME & APOLOGIES

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

No declarations of interest or updates were received.

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### 161 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 1<sup>st</sup> December 2022 without alteration, these were then signed by the Chairman.

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### 162 COUNCILLOR VACANCIES:

If you, or anyone you know would like to become a Parish Councillor please contact the Parish Clerk or speak with a Councillor, this is a proactive council who are vested in ensuring the Parish of West Alvington is one to be proud of!

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### 163 CLERKS REPORT:

- School Sign:** Apologies have been received from the School for not having asked permission to erect the new signage. The aim of the sign was to make the school more visible as feedback from visitors has been that they could not find the main entrance to the school or did not realise there was a school in the village. As a small school marketing and visibility is very important to sustaining healthy, good numbers in the village school. For these reasons, if at all possible, they would like to be able to retain the sign. This will be added to the February Agenda for discussion. The sign suggests the land belongs to the school instead of the Parish Council. Signage directing people from the main road to the school & (parish) recreation ground will be costed and added to the list of items for a DCC Highways meeting.  
A copy of the lease between the school and WAPC will be forwarded to Councillors.
- Old School Play Area:** We have received confirmation that no progress has been made to date as approval by the Diocese has not yet been granted. It was due to be dealt with in October but was deferred. West Alvington Parish Council will be informed when there is an update.
- Play equipment inspection & second phase update:** The full inspection documentation has now been received and accepted by South Hams District Council, the document has also been forwarded to the installation company to deal with the points raised.
- K5 Path:** Both Kingsbridge Town Council and West Alvington Parish Council have received communications about the dangers of the new path, particularly during the cold snap in December. The issues have been raised with planning as the path is not in accordance with the original plans and the gradient exceeds the required gradient standards. We await further feedback from South Hams District Council and Devon County Council PROW who are discussing the issues with Baker Estates, the developer.
- Village Hall Management update:** Fire extinguishers have been certified and we have a meeting next week with a representative from Devon Communities who will check our documentation and provide help and assistance re the future of the hall and its use.

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6. Parish Paths Partnership: Documentation has been received for the 2023/24 year. An invoice has been sent to DCC for the 2022/23 year.
7. Lloyds Bank Signatories: We continue to receive contradicting information from the bank regarding the situation with signatories. In the meantime, access to the accounts is limited although we do receive all statements. We will commence the entire process again while continuing to ensure the bank are aware of their failings.
8. Burial Ground Bench Order: Funding has been received from South Hams District Council and the order will be submitted.

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### 164 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):

1. On behalf of a parishioner who wished to remain anonymous, a letter was read out regarding the gravelled areas at Homefield. A brief summary of the letter is as follows:
  - The plot is classified as agricultural land and was only temporarily altered during construction.
  - There have been cattle on the land during 2022.
  - The plot has been used for overflow parking. On occasion it has been used for funerals and other events that were well attended, also during Covid it was used by the local pub, however, it was noted that this use is the exception rather than the rule.
  - There was previously an application for five dwellings to be built on the plot, this was not granted being contra to Dev 25.
  - The area is protected in the Neighbourhood Plan – important views, it is agricultural not brownfield land and also under the avoidance of coalescence.
  - Alterations still underway for parking at the old school play area as well as additional parking at Town Park.
  - Whatever the outcome, parking at Homefields would still remain at discretion of landowner. It would not be available to all and as such there is no discernible advantage to allowing it to remain or be improved upon.
  - Turning right from this area dangerous. It is considered inadvisable to encourage more traffic at that junction
  - If this site is turned to brownfield land the long term assumption is that it is more likely to be built on.
  - It was stated that the bank should be flattened as the splay is currently impacted which adds to the danger of using this junction.

The Councillors are not able to comment at this time, however, it should be noted that when considering any future planning applications they have to first and foremost focus on the policies of the Neighbourhood Plan.

### DEVON COUNTY COUNCIL REPORT:

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

1. The scheduled road closure of Main Street in Modbury for three months beginning January 9<sup>th</sup> has now been now deferred until January 2024.
2. Subject to Council, DCC looks to be setting a balanced budget for 2023/24 and therefore the immediate threat to its survival is receding.
3. A question was raised re the repairs to potholes, Cllr Gilbert advised that DCC are not currently in position to repair the potholes as they are full of water and the repairs would not last. PLEASE KEEP REPORTING POTHOLES.
4. A meeting will be arranged with Cllr Gilbert and our Highways representative to discuss the traffic issues in the parish.

### 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.

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<https://www.devon.gov.uk/roadsandtransport/report-a-problem/>

### DISTRICT COUNCILLOR REPORTS:

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)

- South Hams District Council passed a resolution in council to implement an extra 100% council tax on second homes, and empty properties after one year (currently two), but not until the legislation permits, which is unlikely to be until 2024-5 earliest, and more likely to be 2025-6.
- The Kingsbridge, Churchstow and West Alvington Neighbourhood Plan has now been officially 'made' as of 15<sup>th</sup> December. Councillors were reminded that this now needs to be their main focus when commenting on planning applications in the ward.
- At the December Executive meeting a report was received on the Waste Service. This confirms that the service has been stabilised, but the timetable for the new rounds and extending improved recycling is not yet firmed up. The great majority of people are getting a much-improved service and the crews on the vehicles are in a much better frame of mind, but there is much still to sort out.
- If parishioners are intending to start using the new garden waste service in March they must apply by not later than 22<sup>nd</sup> January.
- There was also a report received on the new Devon Carbon Plan. South Hams District Council will be revising its Climate Change Strategy and Action Plan to align with this.

**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...

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## 165 PLANNING & ENFORCEMENT

### a) LIST OF APPLICATIONS RECEIVED

1. 3853/22/ARC, Gerston Point, approval of details reserved by condition 1 (Part i) (Solar Panels/Landscaping) of Enforcement Appeal B Ref: APP/K1128/C/21/3268328.  
Councillors commented that they are extremely confused and disappointed that in this day and age, the planning inspector conditioned the removal of the solar panels.

### b) SOUTH HAMS DISTRICT COUNCIL DECISIONS:

1. 1070/22/HHO, Wayside, Lower Street. **No Decision Yet.**
2. 3288/22/FUL, Easton Farm. **No Decision Yet.**
3. 3289/22/LBC, Easton Farm. **No Decision Yet.**
4. 3865/22/LBC, Roke. **Conditional Approval.**
5. 3691/22/PAU, Rose Farm. **Withdrawn.**

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

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### 166 BUSINESS TO BE DISCUSSED:

- a. **South Hams Policing Councillor Advocate Scheme:** Cllr Rhymes will provide an update in February.
- b. **Town Park Car Park: Lease & Maintenance:** The Estate have not yet provided a response to our November communication, we have followed it up.  
A quote has been received for works to the car park, assuming the lease is renewed, Councillors were open to the following works to create a larger parking area to include:
- Use of an excavator to remove soil & scrub from the rough areas around the edge of the existing car park.
  - Existing bushes & greenery on outer banks to be removed, making room for the soil from the rough area to be lost along the top of the banks.
  - Tarmac planings to be spread over the newly cleared area.
  - Area to be compacted using a twin drum vibrating roller & a vibrating compaction plate for the areas where the roller cannot reach.
- We await a response re the lease from the Estate, in the meantime, Cllr Pascoe will obtain two further quotations as per Council policy.
- c. **Community Events Update:** The Coronation of King Charles III takes place on 6<sup>th</sup> May. The school will be arranging a family event on the Friday prior to the event. WAPC agree an event in principal and would like to hold a street party on the main street, however, until more details have been released regarding times/dates of approved events we are unable to confirm any exact details.

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### 167 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 10.  
Clerk Salary & HMRC, WAVH Hire £20, WAVH Cornwell's Cleaning £146.25, SHEPS £80, Kingsbridge Estuary Churches £20. RATIFY: WAVH Electricity £204.46, Mathias Property Solutions £95, 123 Reg £14.39. **The councillors unanimously resolved to accept the payments.**
- b. **Governance:**  
Financial Review & Setting of the annual precept:
1. 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.
  2. 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.
  3. The meeting then considered the commitments, inflationary pressures and the likely increase in services needing to be both provided and funded locally.
  4. The base band D on which precept calculations are based has increased from 266.28 to 266.80.
  5. The meeting noted that the Government has decided to defer the setting of council tax referendum principles to town and parish councils for 2023/24. 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.
  6. In anticipation of additional costs...
  7. With proposed annual expenditure reaching £22,638 the Council concluded that they needed to increase the precept to £23,221 so the average household will pay £87.04 per year (i.e.: £1.67p per week). This will mean our budget increases by £2111 allowing us to fund the costs of more benefits to the community and any services devolved from County or District etc.
  8. A proposal was made to request a precept level of £23,221 as per the above information.  
**Proposed by Cllr Lees, seconded by Cllr Pascoe, approved unanimously.**

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**168 NEXT MEETING DATES:** 2<sup>nd</sup> Feb, 2<sup>nd</sup> Mar, 7<sup>th</sup> Apr, 11<sup>th</sup> May, 1<sup>st</sup> Jun, 6<sup>th</sup> Jul, 7<sup>th</sup> Sept, 5<sup>th</sup> Oct, 2<sup>nd</sup> Nov – **West Alvington Village Hall.**

Items for the February Agenda:

1. Aspirational policies of the Neighbourhood Plan
2. Overflow Parking Area, Homefield.
3. School Signage

**Meeting Ends 21.28 hrs**

**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, Tree Warden Shirley Worrall, 2 WAPC Notice Boards

5 January 2023 (2022 - 2023)

### West Alvington Parish Council PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
25	Localities Grants	02/12/2022		Current Account	Grant for Burial Groun	Receipt - Localities Grant	South Hams District Council	X	380.00		380.00
26	Village Hall Electric Meter	05/12/2022		Current Account		Receipt - Village Hall Electricity	West Alvington Village Hall	X	37.00		37.00
65	Grass Cutting	06/12/2022		Current Account	64	Payment - Grass Cutting	Mathias Property Solutions	X	-190.00		-190.00
65	P3 Cuts	06/12/2022		Current Account	64	Payment - Grass Cutting	Mathias Property Solutions	X	-203.00		-203.00
65	Grass Cutting	06/12/2022		Current Account	64	Payment - Grass Cutting	Mathias Property Solutions	X	-95.00		-95.00
65	Underpayment Oct/Nov	06/12/2022		Current Account	64	Payment - Grass Cutting	Mathias Property Solutions	X	-20.00		-20.00
36	Interest (Gross)	09/12/2022		Deposit Account		Receipt - Interest (Gross)	Lloyds Bank	X	4.13		4.13
61	WAPC Hall Hire	09/12/2022		Current Account	54	Payment - Village Hall Booking	West Alvington Village Hall	X	-20.00		-20.00
66	Remembrance Wreath	09/12/2022		Current Account	66	Payment - Remembrance Wreath	Royal British Legion	X	-50.00		-50.00
64	Ground Maintenance	09/12/2022		Current Account	WAPC Burial Ground	Payment - Burial Ground Cuts	South Hams Elite Property Services	X	-80.00		-80.00
62	Village Hall Cleaning	09/12/2022		Current Account	60	Payment - Village Hall Cleaning	Cornwell's Cleaning & Maintenance	X	-232.50		-232.50
63	Village Hall Utilities	09/12/2022		Current Account	62	Payment - Village Hall Electricity	EDF Energy	L	-46.72	-2.34	-49.06
67	Administration	09/12/2022		Current Account	Eden.co.uk 67	Payment - Burial Register	One Off Supplier NO VAT	X	-34.30		-34.30
68	Website Costs	09/12/2022		Current Account	67	Payment - Website Related	123 Reg	S	-11.99	-2.40	-14.39
35	WAPC Hall Hire	30/12/2022		Current Account	Lean with Leann Dec	Receipt - Village Hall Booking	Lean with Leanne	E	30.00		30.00
76	Salary Payment	30/12/2022	157a	Current Account	9	Payment - Salary Payment	Katharine Harrod, Parish Clerk	X	-683.47		-683.47
<b>Total</b>									<b>-1,215.85</b>	<b>-4.74</b>	<b>-1,220.59</b>

5 January 2023 (2022 - 2023)

### West Alvington Parish Council DRAFTPAYMENTS LIST

Voucher	Cheque	Name	Description	Amount
77	M10	Scribe Accounts	Annual Scribe Fee	565.20
78	M10	Cornwell's Cleaning & Maintenance	Village Hall Cleaning	146.25
79	M10	South Hams Elite Property Services	Burial Ground Cuts	80.00
80	M10	Kingsbridge Estuary Churches	Village Hall Marketing	20.00
81	M10	West Alvington Village Hall	Village Hall Booking	20.00
			Subtotal No. M10	<b>831.45</b>
<b>TOTAL</b>				<b>831.45</b>