

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

<b>Date 14<sup>th</sup> January 2021</b>		<b>Venue &amp; Time: Virtual Zoom Meeting, 7pm, Due to Coronavirus Regulations</b>
<b><u>Present:</u></b> Cllr Liz Chin Cllr Ryan Kilgannon Cllr Stephen Lees Cllr Andrew Pascoe (in the Chair) Cllr Kathryn Rawlinson Cllr Helen Rhymes Cllr John Walster	<b><u>In Attendance:</u></b> Kathy Harrod (Parish Clerk)  DCC Cllr Rufus Gilbert Dist. Cllr Mark Long Dist. Cllr Judy Pearce  Parishioners/Guests: 3	<b><u>Apologies:</u></b>  Cllr Leanne Carr

REF 2020/21 MINUTES

---

### 53/20 WELCOME & APOLOGIES

---

### 54/20 ELECTION OF CHAIRMAN

It was agreed at the meeting in July 2020 that the position of Chairman would alternate at each meeting until such time as a permanent Chairman can be agreed but not later than May 2021.

Cllr Pascoe was proposed as Chairman for the meeting by Cllr Chin, this was seconded by Cllr Walster and voted through unanimously. Cllr Pascoe took the Chair.

---

### 55/20 DECLARATIONS OF PECUNIARY AND OTHER INTERESTS:

A declaration of interest was made by Cllrs Pascoe and Rawlinson in respect of Finance, minute reference 51/20/a, the councillors withdrew from these discussions.

---

### 56/20 MINUTES OF PREVIOUS COUNCIL MEETING:

The minutes from the meeting held on 3<sup>rd</sup> December 2020 were approved without alteration.  
Proposed Cllr Rhymes, seconded Cllr Chin and approved unanimously.

---

### 57/20 CLERKS REPORT:

- Longfields Potholes: We have now received the money to purchase the items required.
- Cllrs Pascoe & Walster have obtained the materials for the Easton Hill bench, repairs will be finalised shortly.
- Grit Bins & Defibrillator Signage have been ordered.
- The localities budget funds in respect of Town Park Car Park have been received, we thank Cllr Gilbert for his generous donation.
- The Emergency Plan will be uploaded to the website this month.
- The village hall update will take place in February 2021, I have advised them to contact me if we can provide any assistance to ensure progress.
- The new Electoral Roll has been received from SHDC.
- All Councillor names are now on the website, individual contact details will be added this prior to the next meeting.
- Two of the footpath signs have been vandalised, we will try to remove the graffiti prior to reporting to the Public Right of Way team.

---

### 58/20 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): **Nothing raised.**

---

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

### 59/20 COUNTY COUNCILLORS REPORT & HIGHWAYS:

- a. DfE are providing devices (laptops and tablets) for disadvantaged children who:
  - Have no digital devices in the home.
  - Only have a smart phone.
  - Only a single device in the home.
- b. Information re the latest info on superfast fibre has been provided.
- c. Recycling centres are to remain open through this lockdown. Detail re permissible vans will be forwarded shortly for clarification.
- d. Highways have a lot of flooding damage to clear up after recent heavy rains.
- e. WAPC have now received £990 from my DCC Locality funds towards the car park repairs.
- f. The Town Lane surfacing has been completed but the Parish Council have reported that it is already failing, Highways are going to visit to establish what, if any, action can be taken.
- g. No decision has been reached in respect of the County Council and Police Crime Commissioners Elections due to be held in May 2021.
- h. A rural transport consultation has been received, please see the following link  
<https://www.gov.uk/government/consultations/future-of-transport-rural-strategy-call-for-evidence>
- i. A379 Closure nr Modbury including evenings - Devon County Council will be undertaking works upon the A379 near the entrance to Edmeston Farm (approx. 3/4 mile west of Modbury) to stabilise the highway embankment. Works include the installation of large sheet piles and ground anchors.  
Works are scheduled to commence on Monday 11th January 2021 for a period of 13 weeks.  
Due to restricted working space upon the highway a series of night-time road closures will be required to complete the works. It is anticipated night-time closures will be in operation for 6 weeks from the 18th January 2021 between the hours of 19:00-06:30.  
A signed diversion route will be in place for the duration of the closures, the diversion route is signed using the same category of carriageway.
- j. Gerston Water Treatment Plant: The Parish Council have been liaising with Cllr Gilbert regarding the excessive number of large tankers going to and from the water treatment plant. The tankers are causing damage to the roads and hedgerows as well as being a danger to parishioners. Highways have confirmed that the Collapit Bridge has no restrictions on weight limit and the road is not restricted either, meaning that no Highway laws are being broken. Highways are trying to raise repair money for the area of highway by Collapit Bridge. The Parish Council will write to SWW to ask why they are using the road more and to establish if this is a long-term problem or not.
- k. Traffic Action Group Update:  
The Traffic Action Group have, over the last three years, made a concerted effort to address the speeding issue through the village through the right channels as was requested by Highways.  
Question: What criteria was met by West Charleton that has not been met by West Alvington to allow them to action a 20mph speed limit through their village.  
Answer: No 20mph speed limits are currently being approved in Devon. A trial is now taking place in Newton Abbot and once this has finished a new policy will be approved for the whole of Devon.  
Question: If the parish council were to raise money to pay for a Vehicle Activated Sign would we be able to fit it? In the past we have been visited by the authorities and a telegraph pole was identified as being the ideal location for a unit to be placed.  
Answer: Technically yes, the rules have changed but it should be noted that the location would have to be approved by Highways prior to installation. Cllr Gilbert confirmed his support for the parish to instal a VAS sign.

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

Once purdah has ended the parish will be supported, including financially if the funds are available via the localities budget. The parish council will now action the following:

- A new SCARF test will be requested.
- A request for Highways approval for a VAS site will be made.
- Remote control of the Wigwags (school lights) will be requested to enable them to be automatically activated at the required times.
- The Clerk will contact Kingsbridge Town Council to establish why the VAS at West Alvington Hill is somewhat sporadic.

### 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/>

---

### 60/20 DISTRICT CCOUNCILLORS REPORT:

- a. There is a lot of consideration being given to the anticipated May County Council and Police Commissioner Elections. A final decision has yet to be made.
- b. There are a number of grants that people can apply for at the moment, SHDC are in the process of uploading new software that will advise past applicants which grants they can now apply for. Regulations have also changed on certain grants to make them easier to obtain. Parishioners and business owners are encouraged to revisit the site.
- c. The new lockdown has again led to a lot of work being added to the SHDC workload which would not normally be part of the daily work, please bear with officers if they are taking longer than usual to respond.
- d. SHDC has now adopted the Climate Change Strategy & Action Plan.
- e. SHDC has also gone through the draft budget, it will be increasing by the maximum amount allowed which equates to £0.10p per band D property per week.
- f. The three Covid officers have undertaken 133 visits, there were 10 issues and action has been taken in 2 cases. Additionally, they have been visiting shops and take away venues that are allowed to open to ensure that all regulations are being adhered to and providing advice where appropriate. They have now been asked to add supermarkets to their list of places to visit.
- g. The new virus has encroached into the South West in a way that the original one never did. The rates in Devon are still much reduced from other areas in the country but this does not mean we should become complacent.
- h. There is only 4% of the country more than ten miles away from a vaccination centre. Unfortunately this encompasses nearly all this area as our nearest centre is Buckfastleigh. Details in respect of the vaccination strategy are all available online.
- i. There is evidence that the police are tightening up on compliance, we understand they are now under instruction to follow up any complaints that come in. We have received confirmation that where appropriate, second homeowners are being asked to return home or face being fined. Please ensure all issues are reported.
- j. The SHDC housing strategy is out to consultation until 1<sup>st</sup> February. You can read a copy of the draft Housing Strategy here: [www.southhams.gov.uk/housing-strategy-2021](http://www.southhams.gov.uk/housing-strategy-2021)  
Please fill out this short survey with your views: <https://www.surveymonkey.co.uk/r/8MMVGG8>

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

- k. The rollout of the new recycling service has been delayed slightly. It will take place over a number of weeks with an anticipated start date of Easter for the Ivybridge area. Full information will be provided to all in good time prior to the first collections.

**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...

---

### 61/20 PLANNING, ENFORCEMENT & NEIGHBOURHOOD DEVELOPMENT PLAN

#### a) LIST OF APPLICATIONS RECEIVED

1. 4097/20/TEX, Dismantle/fell an ash tree, advanced Ash dieback. For information only.
2. 3336/20/HHO, Yarnacombe Farm, Readvertisement. WAPC Support

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

#### NEIGHBOURHOOD PLANNING:

Prior to the meeting Cllr Walster had provided a summary of the current status and aspirations (see Appendix B). A request was made for the copy of the traffic findings by Peter Everitt to be incorporated in the plan document. This will be provided to Cllr Walster.

---

### 62/20 BUSINESS TO BE DISCUSSED:

- a. Proposal to create a Parish Council Newsletter.  
A proposal was made to issue two trial newsletters, each being a two-sided A4 document. Cllr Kilgannon kindly agreed to sponsor this to the sum of £50 per 6 months. Cllrs Rawlinson and Pascoe would also be willing to contribute. The first draft will be ready for the meeting on 3<sup>rd</sup> February.  
Proposed Cllr Lees, seconded Cllr Rawlinson, approved unanimously.
- b. Proposal to purchase signs for Wood Lane to direct delivery vehicles accordingly.  
Advice will be sought from Highways prior to any decision being made.
- c. Continued funding of coffee mornings at the village hall.  
Full details of the coffee mornings will be obtained prior to a decision being made.
- d. Village Overgrowth/tidy up, P3 & Upkeep Tender:
- Confirmation will be provided to SHDC as to what is required to enable them to include the works into their schedule.
  - Cllrs Chin & Walster have walked all footpaths and made notes on the condition of them.
  - Local farmers will be contacted to request that they cut the hedges to the side of their fields.
  - One local parishioner has land with a footpath crossing through it, this requires attention, a letter will be forwarded to request attention.
  - Lower street wall and trees requires urgent attention, the tree warden will be asked to view those trees and advise what maintenance can be undertaken on them.
  - Next winter the parish council will investigate applying for hedgerow pack from the Woodland Trust.
  - P3 forms will be sent to the clerk for forwarding to the Public Right of Way team.
  - The old school playground is understood to be on lease from the diocese to the primary school. Katie Coombe to provide an update.
- The Council thank Cllrs Long and Chin for their work on this project.

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

---

### 63/20 FINANCE & GOVERNANCE – Month 10

a. **Receipts & Payments:** Month 10, see **APPENDIX A** for details

Accounts to pay – Clerk Salary & HMRC £312.43, LexisNexis Reference Book £119.99, Bench Materials £44

**Proposed: Cllr Lees Seconded Cllr Chin**

**approved unanimously.**

**Due to COVID-19 restrictions the payments sheet will be signed at the first possible opportunity.**

b. **Governance:**

1) Councillor Vacancies, further to the December meeting, no expressions of interest have been received. This leaves one vacancy to fill.

2) Precept Dispensation:

A blanket dispensation is required for all current Parish Councillors, effective immediately and to remain in force for a period of one year, or until repealed by Council, to enable Members to speak and vote at meetings of the Council (as defined in the Code of Conduct) relating to Setting the Council Tax or a Precept. This dispensation is now due for review. The grounds for granting this particular dispensation are:

- That so many members of the Council have disclosable pecuniary interests in the matter of setting the precept/Council Tax that it would impede the transaction of the business.
- That the Council considers that the dispensation is in the interests of persons living in the Council's area.
- That without a dispensation no member of the Cabinet would be able to participate on the matter.

Proposed Cllr Pascoe and seconded by Cllr Walster the meeting unanimously agreed to renew this dispensation for a further one year or until repealed by Council. Accordingly discussions then took place re the BUDGET & PRECEPT for the coming financial year.

3) Precept Discussion and Agreement:

- 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.
- 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.
- The meeting then considered the commitments, inflationary pressures and the likely increase in services needing to be both provided and funded locally. Year on year the Parish Council has to pick up more and more of the services previously provided by the County or District Councils – if the Parish and its' parishioners wish them to continue.
- The Council Tax Support Grant (CTSG) from SHDC has now been removed entirely and the base band D on which precept calculations are based has reduced from 271.40 to 266.04.
- The meeting noted that the Government has decided to defer the setting of council tax referendum principles to town and parish councils for 2020/21. However it has issued a challenge to those councils to demonstrate restraint when increasing precepts that are not a direct result of taking on additional responsibilities.
- The Council concluded that they needed to increase the precept to £16,888 so the average household will pay £63.48 per year (i.e.: £1.22p per week). This will mean our budget increases by £8,186 allowing us to fund the costs of more benefits to the community and any services devolved from County or District etc.
- A proposal was made to request a precept level of £16,888 as per the above information.

Proposed by Cllr Lees, seconded by Cllr Rawlinson and approved by a majority of 6:1 with no abstentions.

# WEST ALVINGTON PARISH COUNCIL

## Minutes of Parish Council Meeting

### 64/20 NEXT MEETING & CHAIRMAN

#### Items for the February agenda will include:

- Potential trim trail project
- Town Park Car Park Lease Review
- Road Warden Scheme
- Parish Noticeboard

The next meeting will take place on **4<sup>th</sup> February 2021, 7.00pm, Zoom.**

**Cllr Pascoe will act as Chairman for the next meeting (to be voted in on the night)**

With there being no further business, the Chairman thanked all in attendance and the meeting closed at 21.23pm

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, Tree Warden Shirley Worrall, 1 WAPC Notice Board

## APPENDIX A

Category	Descriptor	Date	Month No. of Report to Council	ban ked	Paid In	Paid Out	Cash Book Balance
Cash Book Balance b/f from last financial year							6,385.11
Receipt	December Gross Interest	09/12/2021	10	Y	0.06		8,210.95
Receipt	Devon County Council Car Park Localities Claim	17/12/2021	10	Y	990.00		9,200.95
Payment	December Clerk Salary	30/12/2021	10	Y		250.03	8,950.92
TOTALS YTD Financial year 2020/21					£ 9,793.36	-£ 7,227.55	£ 8,950.92
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2020/21 month	10	£ 8,950.92
Balance at bank at end :							
					Revenue Accounts		
					Unpresented Items		
					receipts	9,793.36	
					payments	- 7,227.55	
						£ 2,565.81	- 0.00
							Variance
FUNDS:					ACCOUNTS FOR PAYMENT		
-	2,280.00	O/S Payment Town Park Car Park			Clerk	Via DD	-312.43
-	161.39	O/S Payment Mayne £97, Phone £50, Domain £14.39			HMRC		Incd in above
-	227.80	O/S Payment HMRC			Plus		
-	476.42	Current Month O/S Payments			Lexis Nexis Clerk Reference		119.99
-	446.97	O/S Grit bins & Defib Signage			Bench Materials		44.00
-	2,115.28	O/S Maintenance as per Dec Minues 50/20/g					
	8,950.92	Total holdings as at 14/1/21					
	3,243.06	TOTAL AFTER ABOVE EXPENDITURE FOR 2020/21					
					Meeting Sub Total		- 476.42
Receipts & PAYMENTS REPORT TO COUNCIL							
MEETING DATE					14/01/2021		
Prepared By:					K Harrod for West Alvington Parish Council		
Date:					14/01/2021		

## **APPENDIX B:**

Report from Cllr Walster in respect of the Neighbourhood Plan:

The following lists the main points that we are currently concentrating on:

1. Locally Important Views---the current presentation is being reviewed by the Parish Councillors.
2. Local Green Spaces and Corridors---the current status will be discussed and the extent of outstanding information will be established. We are not certain of the scope of photos required. Feedback will be obtained from Councillors and colleagues on other possible corridors - is it possible to enhance the details and clarity of the map of the proposed corridors?
3. Introduction---An update status will be obtained.
4. Local Heritage Assets---Cllr Walster will discuss with Liz Green how much more input is required.
5. Principle Residents Policy---delayed until mid-January due to circumstances beyond our control.
6. Parish Activities--- Details to be provided.
7. Allotments---We are trying to establish if additional allotments could be provided and potential sites for their location if there is a public desire for them in the parish.
8. Footpaths West Alvington already has a map of the 17 designated footpaths in the parish. We are not aware of any additional requirements other than the possible extension of path no 17 from Tackett Wood to Collapits along the West shoreline to the estuary ( also suggested as a possible green corridor).
9. Users of the Village Hall ---details to be provided.
10. Overall Plan---we will continue to comment on any drafts produced.