

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

Date 4th August 2022		Venue & Time: WA Village Hall, 7.30pm
<u>Present:</u> Cllr Stephen Lees (in the Chair) Cllr Andrew Pascoe Cllr Kathryn Rawlinson Cllr Helen Rhymes	<u>In Attendance:</u> Kathy Harrod (Parish Clerk) DCC Cllr Rufus Gilbert Parishioners/Guests: 3	<u>Apologies:</u> Dist. Cllr Judy Pearce Dist. Cllr Mark Long Cllr Leanne Carr Cllr Liz Chin Cllr Rachel Saunders Cllr Derek Winser

REF 2022/23 MINUTES

WELCOME & APOLOGIES

Prior to the start of the meeting, on behalf of all the Councillors, Cllr Lees paid tribute to former Chairman, Simon Wright who recently passed away.

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

No declarations of interest or updates were received.

121 MINUTES OF PREVIOUS COUNCIL MEETING:

It was resolved to accept the minutes from the meetings held on 9th June 2022 without alteration, these were then signed by the Chairman.

122 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.

123 CLERKS REPORT:

1. Boundary Hedge Maintenance: We request that all parishioners ensure that any overgrowing hedges or foliage extending onto the public footpaths or highways are sufficiently maintained to prevent a reduction in visibility or accessibility.
2. Pothole reporting: A reminder to report all qualifying potholes via the Devon County Council website at <https://www.devon.gov.uk/roadsandtransport/report-a-problem/> . Noted the website has issues with uploading of images from iPhones and will regularly return error messages, this has been raised with DCC.
3. Further to the June meeting we contacted the Diocese as requested, they in turn contacted the PCC who subsequently advised that they are planning on converting the old play area into a church car park.
4. The graffiti has been reported to South West Water some weeks back. They advised they would send someone out to deal with it. This will be followed up.
5. The play equipment installation is still on hold while clarification is being sought regarding underground pipes.
6. The village hall continues to be managed by WAPC, we have recently issued and received payment for the long term bookings. The banking is in the process of being transferred.
7. The SHDC play area agreement will automatically renew in September.

124 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):

DEVON COUNTY COUNCIL REPORT:

Cllr Rufus Gilbert, Email: Rufus.Gilbert@devon.gov.uk

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

ROADS.

Normally in May and June 4,500 pot holes are dealt with, but this year due to the dry weather and thereby less potholes we have attended about 1,000 in May and 1,500 in June.

On the back of fuel price increase June saw an 8% decrease in rural vehicle numbers compared to 2021 with little change in urban numbers.

Please note the roadworks at Kitterford Cross on the B3196 North of Loddiswell are beginning and will last for some time.

Cllr Gilbert was with MP Rishi Sunak recently, the question of the state of the roads was raised.

Cllr Gilbert was particularly disappointed to read recently that he was accused of not being supportive of the road situation in West Alvington when he has supported resurfacing of the road, purchase and erection of the VAS signs and more.

Cllr Pascoe advised that WATAG are looking at the potential of ANPR equipment but this is being hampered by the police who say they are not legally acceptable in Devon whereas it is legally acceptable in Shropshire, this in turn hinders any progress DCC could make. Unfortunately, this is a police issue.

Cllr Gilbert reconfirmed his support for WAPC and the issues the parish experience with traffic and speeding through the area. Cllr Gilbert will ask Highways what the costs would be to change the traffic speeds to 20mph and, furthermore, if the funding could be found would Highways do the works?

FINANCES.

There is enormous pressure on DCC finances with an overspend in Children's Services and Adult Services such as to make it extremely difficult to set a budget for 23/24 without major structural changes to how the council operates.

GENERAL

The CEO Dr Phil Norrey has resigned and an interim appointment has been made with a new CEO starting hopefully in February 2023

An email has been forwarded with details of the Growing Communities Fund. This has been sent out to all Councillors.

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:

A query was raised regarding Car Park Signage to WA Village Hall - if this is a private car park, then why are there blue signs pointing to the car park? This would indicate it is a public park, and not one for private residents. As no Ward Councillors were able to be present they will be contacted for comment.

1. South Hams District Council, in partnership with West Devon Borough Council and Plymouth City Council, has launched a new consultation asking local residents what they like about their neighbourhood and what could be improved. A link has been added to the West Alvington Facebook page.

The survey, My Place, My Views, is open for comments until 5pm on 17 October 2022 and residents can fill out the survey by visiting: <https://pshwd.commonplace.is/>.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

2. The waste service is being brought back into house by SHDC effective from 2nd October. FCC will continue to work with SHDC until this time. The brown bin service is likely to be limited to once every four weeks to ensure that everyone gets their brown bins emptied at least once per month further information will be forthcoming.
3. SHDC passed a motion at council regarding the long-term future of the Slapton Line. The current Environment Agency and Natural England have stated that the road will not continue to be repaired when damaged in storms, this would ultimately lead to the ley being breached and filling with saltwater. This is a site of national historic interest as well as being the largest freshwater lake in Devon. It is a place of high tourism and needs to be preserved. The social and economic longevity of the communities would be destroyed if the road were closed. Until there is an alternate vehicular route around the back of the ley the road must be kept open, other options for the long-term continuity of access are also being considered.
4. Housing – all the traction with Michael Gove may have been lost following the recent issues with Central Government.
From March 2023, in order to claim business rates, owners must provide evidence of letting a property for more than 70 nights and having advertised that property for more than 140 nights. The information has to be sent to the District Valuer who will advise if business rates can be claimed. At same time, SHDC will have the option of charging up to 200% council tax on empty properties – this includes second homes as they are not lived in as a principal residence.
It is possible that a new separate use class for short term holiday lets will be introduced. This would result in a licensing system to ensure that all lets are known and are registered on the correct basis.
5. There is a consultation about second homes written from the point of view of the tourist organisations and companies: <https://www.gov.uk/government/consultations/developing-a-tourist-accommodation-registration-scheme-in-england>
6. SHDC are installing solar panels on the roofs of leisure centres. It should be noted this only provides a maximum of 42% of power used. Further initiatives are required to reach 100% renewables.

Email Cllr Judy Pearce: cllr.judy.pearce@southhams.gov.uk

Email Cllr Mark Long: cllr.mark.long@southhams.gov.uk

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...

125 PLANNING, ENFORCEMENT & NEIGHBOURHOOD PLAN

a) LIST OF APPLICATIONS RECEIVED

- 1069/22/FUL, September Cottage, Collapit, construction of solar PV panel structure with EV garage beneath. Ratification of **WAPC Support** providing neighbouring properties are not impacted by water runoff.
- 1730/22/ARM, Land at sx 731 422 Gerston Gate Barn, approval of reserved matters following outline approval 1655/19/OPA (Provision of agricultural worker's dwelling) relating to access, appearance, landscaping, layout & scale. Ratification of **WAPC Support** subject to an agricultural tie.
- 0904/22/HHO, 15 Town Park, alteration & extension to dwelling. (4/8) **WAPC Support**
- 2139/22/TPO, Riverbank, Tacketwood, Oak crown thin by 30%: The Councillors agreed this seemed a reasonable request, however, prior to commenting, Cllr Long will be asked for his views.

b) DECISIONS:

- 0639/22/HHO, Coombe Lodge, Alterations to garage/studio building (21/4) **SHDC No Decision Yet.**

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

- 0736/22/FUL, Crabshell, Kingsbridge, New pergola for external seating (21/4) **SHDC Conditional Approval.**
- 1602/22/HHO, Archway Barn, Collapit, detached triple garage & ancillary floor space above. **Withdrawn.**
- 1366/22/FUL, Woolston House, TQ7 3BH, alterations to dwelling & conversion of adjacent Barn to ancillary/guest accommodation. **SHDC Conditional Approval.**
- 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 draft report from the examiner has now been received and reviewed by the steering group. It was resolved to accept the content of the report, and the associated adjustments, once some matters of accuracy have been corrected.

Full details regarding the plan can be found at:

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

126

BUSINESS TO BE DISCUSSED:

- Moving of sign near the village hall & notice board review. It was agreed to move the sign and to refer the purchase of a village hall notice board to the Village Hall Committee.
- Resolution to fix the gate between the village hall and the school: It was resolved to obtain quotations for the repairs with a view to getting the repairs completed by the start of the new school year, this can be purchased with some of the remaining S106 monies.
- Burial Site Update: Cllr Chin advised we have produced a set of proposals that we feel will improve the appearance of the site. Cllr Pascoe has already cut the whole area for us. The Clerk has met with a local undertaker to discuss any problems they encounter and Cllr Rawlinson has spoken with the gravedigger who dug the latest grave. A new directive for people working in the burial ground will be provided to any funeral director requesting a plot in the burial ground. The grass contractor has also been advised of the changes to the wildflower area and the updated cutting requirements.
We have been asked to approve a new bench to be provided free of charge by WAPC and sited in the burial ground near a family member of the people who donated the ground. Cllrs were shown the proposed location and resolved to approve the purchase and siting of the bench.
- 20mph application & traffic calming update: Unfortunately, this application was not successful, 105 applications were received, four of which were taken forward, the areas who were chosen had significantly worse issues. There will be further opportunities to apply for a speed reduction and traffic calming, in the meantime the Councillors resolved to look into the potential costs with a view to paying for it from the precept. Cllr Gilbert confirmed that further funding will be found for future schemes.
- Funding bid, feasibility study for a new parish path connecting rural areas: This application was also not successful, the fund was also massively oversubscribed with the majority of applicants being unsuccessful.
- Community event, September 2022: A meeting for interested parties took place on 23rd June, this was attended by 6 councillors, 6 parishioners and the parish clerk. A second meeting was due to take place on 11th July, however, since then it has been agreed to delay the event until spring 2023 to ensure that sufficient time is

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

available to put plans in place. In the meantime, a coffee morning and a Christmas event will be held. As yet we do not have any one person prepared to take the lead on any of these events.

- g. Village Hall quotes and update including resolution to use the hall as a future police hub:

Following the June meeting, the hall has now been confirmed as being a potential police hub. The hall could potentially be used as an emergency response base in the event of a major incident, traffic officers could use the hall or it could be used by a local policeman as a community drop in site.

Regarding quotations for works, Councillors have received two quotes for works, various others have been requested but no responses have been received. With this in mind the Councillors resolved to proceed with the quote to replace all windows/doors which equates to half the allocated S106 funding. A second phase of the works will take place once alternate funding has been obtained. An application will be submitted to SHDC for the S106 funds.

- h. As previously stated, S106 - the following funding has been approved:

Village Hall £43,527 towards improvements to Sport and Recreation facilities at Kingsbridge Cricket Club at The Butts and/or West Alvington Village Hall.

Plus, a further £26,678 towards footway improvements to the play area and playing field at Townsend Lane and/or improvements to the play area and playing field itself. Some of these monies have been allocated leaving £9,262 – it was resolved to approve additional play equipment and seating to this value, this would include the replacement gate and posts.

The cricket club has submitted an application via WAPC for approval. The councillors resolved to support the funding on the basis that the funds are shared between the Cricket Club and West Alvington Village Hall.

127 FINANCE & GOVERNANCE

- a. **Receipts & Payments:** Month 4&5 see **APPENDIX C** for details.

SUPPLIER	DESCRIPTION OF SUPPLY	INVOICE AMOUNT £	NOTES
DL Cornwall Cleaning VH May	Village Hall	- 157.50	RATIFY ONLY
DL Cornwall Cleaning VH June	Village Hall	- 176.25	RATIFY ONLY
DL Cornwall Cleaning VH July	Village Hall	- 150.00	RATIFY ONLY
Quarter ONE HMRC	HMRC	- 284.60	RATIFY ONLY
SHEPS MAY	Burial Ground	- 80.00	RATIFY ONLY
SHEPS JUNE	Burial Ground	- 80.00	RATIFY ONLY
SHEPS JULY	Burial Ground	- 80.00	
Trade Gear Ltd & High Viz Jackets	Town park & P3	- 151.62	RATIFY ONLY
Salary July	Wages	- 474.55	
Mathias Property 1449	Maintenance	- 95.00	RATIFY ONLY
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Mathias July (inv TBC)	Maintenance	- 95.00	
Apr/Jun/Aug HALL HIRE	Village Hall	- 70.00	

A mandate sheet was produced and signed accordingly. **The councillors unanimously resolved to accept the payments.**

- b. **Governance:**

1. Implementation of the findings of the Internal Audit: Deferred to the next meeting.
2. It was resolved to accept the policies and procedures for the 2022/23 period.

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

3. Proposal to increase the Clerks hours. It was resolved to increase the clerks hours to a minimum of eight hours per week with the option of two further hours if required. This is in line with other similar sized councils.
4. It was resolved to ratify the Annual Governance & Accountability Return as detailed in June:
 - a. 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.
 - b. Annual Governance & Accountability AGAR Part 3: With gross income in excess of £25,000 in the year of account ended 31 March 2022, Malborough Parish Council are required to submit Part 3 of the Annual Governance & Accountability Return.
 - c. Annual Governance & Accountability, Section 1 – Annual Governance Statement 2021/22 was reviewed, completed, and approved unanimously.
 - d. Annual Governance & Accountability. Section 2 – Accounting Statements 2021/22 was reviewed and approved unanimously as being a true record of the 2021/22 accounts.

128 2022 MEETING DATES: 1st Sept, 6th Oct, 3rd Nov – **West Alvington Village Hall.**

Meeting **Ends 20.54hrs**

Items for the next agenda:

- **Civility and Respect Pledge**
- **Traffic Calming Update – for the next meeting at which Cllr Gilbert will be in attendance.**
- **Town Park Car Park works - quote received for £450**

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

WEST ALVINGTON PARISH COUNCIL

Minutes of Parish Council

APPENDIX C – Month 4&5:

Category	Descriptor	Date	Month No. of Report to Council	ban ked	Paid In	Paid Out	Cash Book Balance
Receipt	June Gross Interest	09/06/2022	5	Y	0.03		14,937.95
Receipt	July Gross Interest	11/07/2022	5	Y	0.03		14,937.98
Receipt	King Funerals PC	10/06/2022	5	Y	375.00		15,312.98
Payment	N. Mathias 36/44/35	21/06/2022	5	Y		- 383.00	14,929.98
Payment	S Lees - Planter	21/06/2022	5	Y		- 107.92	14,822.06
Payment	N. Mathias 1449/23	21/06/2022	5	Y		- 95.00	14,727.06
Payment	SHEPS Burial Ground	21/06/2022	5	Y		- 80.00	14,647.06
Payment	DL Cornwall VH CLEANING	21/06/2022	5	Y		- 157.50	14,489.56
Payment	Line Marker Paint - Trade Gear Ltd	21/06/2022	5	Y		- 120.00	14,369.56
Payment	VH DEPOSIT REFUND	27/06/2022	5	Y		- 50.00	14,319.56
Payment	June Salary	30/06/2022	5	Y		- 379.75	13,939.81
Receipt	VILLAGE HALL INCOME	05/07/2022	5	Y	25.00		13,964.81
Payment	HMRC Quarter one payment	18/07/2022	5	Y		- 284.60	13,680.21
Receipt	VILLAGE HALL INCOME	21/07/2022	5	Y	90.00		13,770.21
Payment	SHEPS Burial Ground	21/07/2022	5	Y		- 80.00	13,690.21
Payment	N Mathias 1458/23	21/07/2022	5	Y		- 95.00	13,595.21
Payment	DL Cornwall VH CLEANING	22/07/2022	5	Y		- 326.25	13,268.96
Receipt	VILLAGE HALL INCOME	22/07/2022	5	Y	972.50		14,241.46
Payment	July Salary	01/08/2022	5	Y		- 379.55	13,861.91
Payment	High Viz Jackets (10)	21/06/2022	5	Y		- 31.62	13,830.29
							13,830.29
TOTALS YTD Financial year 2020/21					£ 12,607.61	-£ 5,821.59	£ 13,830.29
RECONCILIATION CASH BOOK TO BANK							£
Cash book balance b/d					FY 2021/22 month	4&5	£ 13,830.29
Balance at bank at end :							
Revenue Accounts							
Unpresented Items					receipts	12,607.61	
					payments	- 5,821.59	
						£ 6,786.02	-
							Variance
FUNDS:							
£	500.00	Training					
£	400.00	Election Recharge					
£	300.00	Website & Computer Equipment					
£	200.00	Snow Warden/New Grit Bins					
£	900.00	Town Park Car Park					
£	185.13	Planter Project					
£	500.00	NDP					
£	1,700.00	WA Traffic Action					
£	2,354.40	Repairs/Maintenance					
£	500.00	Defibrillator					
£	6,290.76	General funds					
13,830.29	TOTAL						