

KINGSKERSWELL PARISH COUNCIL



Meeting held on Monday 25th January 2021 at 7pm via Zoom

MINUTES

Present: Cllr N Penman (Chair), Cllr A Hartley, Cllr P Hartley, Cllr M Braund, Cllr R Jones

Attending: Cllr A Dewhirst, Mrs J Thompson – Clerk, and two members of the public

3100: Welcome and apologies of absence:

The Chair opened the meeting at 7.03pm

Apologies were received from Cllr M Haines, Cllr S Stone and Cllr W Dixon.

3100.1 The Chair noted the resignation of Alex Huntley and said that the parish council had lost a valuable member.

3100.2 The Chair (who had sent an email to all Cllrs tendering his resignation), said that he may be prepared to stay on until April 2021, but only if all Cllrs started to take responsibility for the duties that they had agreed to undertake. He voiced his concerns over some Cllrs causing extra work for others by disregarding their duties. He asked all Cllrs to check their emails at least every two or three days and respond to requests. He reminded all Cllrs that they were part of the council and if they were not helping then they were not helping the village.

Cllr M Braund felt that the committees were not working; the Chair said this would be discussed later in the meeting.

3101: Public participation:

3101.1 A member of the cricket club gave full details of the plans for the KSC storage proposal. He confirmed that planning permission was required and had been submitted to TDC. He also confirmed that building regulations were not required. Cllr A Hartley reminded all that this would need to be agreed with the Charities Commission. It was confirmed that the storage would be used by the football, cricket, and navigators' clubs.

3101.2 KKAG planting of six fruit trees at Coles Lane Gardens.

3101.3 KKAG planting of cherry trees along Newton Road

Cllr A Hartley asked for the following information for the two schemes:

Photos of locations from mobility shop to jury's corners.

How many trees in total, species, and size so this can be submitted to DCC.

A site map of all trees and exact locations so checks can be made with any underground utilities.

Costings and the long-term costs/bond to the parish council who will be liable once the trees are planted.

A consultation/letter to be sent to the residents so that they are fully aware of all proposed tree planting works, complete with exact locations, species etc.

Clerk to produce map of the positioning of the trees for both proposals for Cllr A Dewhirst to check with utilities.

Once the scheme was agreed the PC would need to submit a letter to DCC saying that monies would be put away for future maintenance of the trees.

For both schemes DCC Highways need to give their permission.

3102: Declarations of Interest from members:

Cllr N Penman regarding 3106.1 one of the quotes may be from the provider of his business website.

3103: To agree the minutes of the previous meetings:

After changing Cllr A Hartley to Cllr A Huntley (item 3088.1), it was proposed by Cllr R Jones, seconded by Cllr N Penman, and agreed by the majority to approve the minutes of the meeting held on Monday 21st December 2020, as a true and accurate record. Cllr P Hartley and Cllr A Hartley abstained as they were not at the meeting.

3104: Questions from Cllrs regarding County Councillors written report: attached.

No questions.

Cllr A Dewhirst gave an update on the latest coronavirus figures.

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3105: Questions from Cllrs regarding District Councillors written report: read by the clerk.

Budget proposals for 2021-22 - The proposal is to increase council tax in Teignbridge by 2.85% or £5 to £180.17. This is the annual charge for an average band D property and the increase equates to less than 10p a week. This is currently out for consultation, and a decision is due to be made at the Council meeting on 22nd February.

Coronavirus - TDC continues to send weekly electronic updates to residents.

Local Plan - At the Council meeting on 14th January it was agreed to formally withdraw from the preparation of the Greater Exeter Strategic Plan, but to support in principle the production of a joint non-statutory plan.

No questions.

3106: Chair's update

3106.1 Website quotes received for providing a new parish council website:

Company no. 1 - Website prices from £1,000. Build time 2-6 weeks. Hosting starts from £15 per month.

Company no. 2 - Create new website and migrate from old website £650.00 + VAT. Hosting and email addresses annual cost £84.95 + VAT. Back-up, security, licences etc annual cost £55 + VAT.

Company no. 3 - Create new website and migrate from old website £8,000 + VAT. Hosting includes updates, maintenance & support annual cost £300 + VAT. Ongoing costs as req'd p/ hr £50 + VAT
Companies 4 and 5 have not quoted, but are parish council specific website providers, included to give more choice:

Company no. 4 - Free template. Pay for the domain name. £10, £20 or £30 per month depending on what level of service you need. Migration available at a cost of £500 - £1000 approx.

Company no. 5 - Fully compliant and accessible with transparency code, GDPR and WCAG2.1
Set up £599 + VAT. Unlimited email addresses. Annual cost £300 to include hosting, maintenance, updates training and support. Domain name/.gov available at extra cost

It was felt that having a '.gov.uk' domain name would look more professional. The providers were shortlisted to no's 2 and 5 pending further information. It was agreed to hold a part two meeting at the end of the next parish council meeting to discuss each company and decide.

3107: Clerk's report and correspondence

3107.1 Interest has been received in filling a Cllr vacancy and the candidate will be invited to the next meeting.

3107.2 After an incident in Greenhill Rd involving damage caused by an HGV, a resident has asked for signage to reduce or prevent HGV's using the road. As this was a one-off incident it was felt that action was not needed, though if it were to become a regular problem the PC may reconsider.

3107.3 The charities commission has sent information in reply to our request for permission for the proposed night landing site. They cannot give an answer and recommend getting legal advice and joining the small charities coalition to discuss this with other members.

3107.4 The land exchange at Kingskerswell Playing Field has now been completed.

3107.5 The Clerk informed all that she had passed iLCA and it was unanimously agreed to refund her proportionately for the cost. It was also unanimously agreed that the Clerk should go on and study CiLCA.

3107.6 It was proposed by Cllr P Hartley seconded by Cllr A Hartley and agreed by all to adopt the updated agreement between KKPC and SHS Ltd for cleaning the public toilets. The contract expires at the end of March 2021 and quotes will be invited for the re-tender of the service.

3108: Clerk's financial report

3108.1 It was proposed by Cllr R Jones, seconded by Cllr M Braund, and agreed by all to approve the monthly bank reconciliation.

3108.2 It was proposed by Cllr N Penman, seconded by Cllr A Hartley, and agreed by all to approve the payments required (attached).

3108.3 Due to the resignation of Alex Huntley it was agreed that Cllr R Jones become a bank signatory.

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3109: Financial Management

3109.1 The clerk presented the monthly budget update showing a year to date spend of £76801.66; a copy of which will be available on the website.

3109.2 It was proposed by the clerk and agreed by all to adjust the monthly accounting period to the end of the calendar month. The accounting dates that were historically used by the parish council took the accounts up until a few days before the parish council meeting therefore giving no clear structure.

3109.3 It was proposed by the Clerk and agreed by all to appoint Cllr M Braund to periodically carry out a financial check of all accounts and financial regulations.

3110: Asset Management Committee (AMC) (currently suspended)

Reporting on individual assets until January 2021

3110.1 Cllr A Hartley to work with David Paul (Kerswell Natural History Society) to maintain areas at The Downs and to liaise with a new volunteer. Cllr A Hartley reported that he had met with the owner of nearby kennels over an issue of a blocked footpath and this was amicably resolved. Cllr R Jones asked of The Downs Committee and Cllr A Hartley informed him that this was currently suspended.

3110.2 Cllr M Braund felt that the current KSC constitution did not work and that he would like to look at rewriting it. He also asked for a rep from the football club to be involved in KSC decisions.

3110.3 After noting that the covid-19 signs in the playground had yet again been vandalised, replacement signs have been ordered. It was noted that the outdoors gym should be closed, and it was agreed by all to erect signs and Heras fencing around the area. It was voted 4 to 1 to keep the playgrounds open taking photographs of the new signage to show that action has been taken.

3110.4 It was agreed that rather than electing a new Cllr to replace Alex Huntley for the lead on Water Lane toilets, all Cllrs would be responsible when a decision is required.

3110.5 It was agreed by all to cut the hedge surrounding the field at Church Way, using a local contractor at a cost of £120. Cllr R Jones questioned the urgency and suggested putting this out to tender, but due to the low cost and the forthcoming bird nesting season it was decided that in this instance the work be carried out as suggested. Going forward companies will be invited to tender for a three-year contract.

A request to use the field for the exercising of horses had been received and it was proposed (3 to 2 in favour) to offer this for £10 per week, with a monthly rolling tenancy agreement.

3110.6 Cllr R Jones reported that Tree Care South West were doing an outstanding job in the village.

3110.7 Cllr R Jones has met with Princes Groundcare and discussed concerns about the amount of broken glass in the over 10's play area. The dog bins are having to be emptied on a more regular basis and whilst at present Princes are absorbing the cost this may have to be reflected in future invoices. It was noted that Princes are doing a very good job in difficult circumstances.

3111: Business Engagement Committee (BEC):

It was proposed by Cllr N Penman, seconded by Cllr R Jones, and agreed by all to suspend the Business Engagement Committee due to lack of interest.

3112: Community Engagement Committee (CEC) report – Cllr M Braund

3112.1 Cllr M Braund reported on the recent KCCR meeting which, while it had minimal turnout was interesting and useful.

3112.2 The cricket club have asked the parish council to pay for netting to go by the railway track at a cost of £120, this was not agreed, with 4 voting against and one abstaining.

3112.3 Cllr M Braund advised all that a DCC Officer can attend a future meeting to discuss producing an emergency plan. Cllr P Hartley thought that M Tyrell-Smith had started writing an emergency plan and passed it onto Cllr W Dixon.

3112.4 It was proposed to discuss suspending the CEC at the next parish council meeting.

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3113: Planning sub-group report

3113.1 There were no questions or comments on the planning committee minutes, which are available to view on the website. The application 20/02395/MAJ – Devon Garden Machinery, Newton Road to be discussed at a separate full council meeting to be arranged asap.

3113.2 Clerk to contact planning enforcement about the use of land at 4 Maddacombe Road.

3114: Ash dieback sub-group report

3114.1 The tender document to map and survey ash trees and green spaces is ready for approval.

3114.2 The resident who helped himself to wood felled at The Downs has been visited by The Police.

3114.3 It was unanimously agreed for the current contractors to thin trees in Jubilee Wood at no additional cost, while their workload is lighter during the winter months. Cllr R Jones and Cllr A Hartley to meet the contractors on site.

3115: Remaining Councillors reports

3115.1 Cllr M Braund said that a stretch of road needs to be agreed to progress the VAS proposal.

3115.2 Cllr A Dewhirst, Cllr W Dixon and Cllr R Jones worked at removing graffiti at Aller Bridge and decided that a contractor was needed at a cost of approx. £300-£400 per day.

3115.3 Cllr A Hartley has produced certificates for Cllrs Haines and Cook and will post them.

3115.4 Cllr P Hartley has produced all the information needed to tender for repairs and replacement of the fence and gate at the land exchange site.

3115.5 All were in favour of Cllr P Hartley looking for replacement bins for the play areas to be purchased with S106 money.

3115.6 No update on the KSC storage proposals from Cllr W Dixon and Cllr S Stone.

3116: Public participation:

Richard Raybould introduced himself as a prospective Cllr for co-option at the next parish council meeting.

3117: Reserve Agenda Items:

Standing Orders state that Parish Council meetings should not exceed two hours. To enable this the following items will only be discussed if time permits. Cllrs did not discuss the reserve agenda at this meeting.

3117.1 Fore Street car parking issues were not discussed.

3117.2 PC signage for notice boards was not discussed.

3118: Meeting round up:

The Chair asked that all Cllrs participate in and take part in all council matters. The planning committee is seriously lacking, with meetings unable to take place as only one Cllr is available. Cllrs have not been responding to emails when decisions needed to be made; making the excuse month after month that they are too busy is not acceptable. The Chair asked all Cllrs to take part and pull their weight.

The Chair thanked all Cllrs present for their efforts and time this evening.

3119: Date of next meeting:

Monday 22nd February 2021

The meeting closed at 9:54pm

Chairman

Date.....

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County Councillor's Report 25th January – Abbotskerswell and Kingskerswell

As we adjust again to staying at home more, and minimising our contacts outside of the home, it's important that we remember to take care of our minds as well as our bodies.

It's perfectly normal to feel anxious or worried right now, whether that's about our own health or that of family members or friends. If you live alone, you may be feeling an even greater sense of isolation or loneliness. Staying at home is difficult, but you are helping to protect yourself and others by doing so.

Every Mind Matters has some helpful information online to support us through this time, whether that's regarding concerns you may have about your finances, or ensuring that you or others have the supplies or support you need, or staying connected with others. <https://www.nhs.uk/oneyou/every-mind-matters/coronavirus-covid-19-staying-at-home-tips/>

It's even more vital to continue:

↔ **Making space**

😷 **Covering your face**

🧼 **Washing your hands**

Devon County Council is working with partners to ensure that rapid '30 minute' community testing for people without COVID-19 symptoms will soon be available across Devon. Approximately one in three people who have coronavirus do not display symptoms.

A positive or negative result will not remove the need to follow existing COVID-19 measures socially and in the workplace. Employers who have staff and workers who would be eligible for testing are encouraged to register their details. Further information and updates are available on the Devon County Council website.

Critical workers and those in high-risk occupations who still have to attend work, and people who are in contact with vulnerable individuals, such as carers, will be prioritised. Rapid 'lateral flow tests', which provide a result within thirty minutes, will be used.

The first testing site will open at County Hall in Exeter towards the end of January, with further sites to open across Devon through February and March. This will support existing testing arrangements and complement the national roll-out of lateral flow tests in some settings such as universities and schools.

Snow showers and freezing conditions swept across Devon in the early hours of Sunday morning. Devon County Council warned of a significant risk of ice on Devon's roads, particularly into Monday 25th January.

Devon's fleet of gritters have been working around the clock to treat the County Council's salting network, but the authority is urging people to avoid all but essential travel.

Gritting will continue throughout Sunday ahead of an anticipated drop in road surface temperatures to as low as -8C across Devon overnight tonight. Conditions are expected to be hazardous for anyone travelling on Monday morning, and there is a severe risk of ice on untreated roads.

During operations, a Devon County Council gritter over-turned near Holne on Dartmoor, highlighting the treacherous conditions. The driver was shaken by the incident but was unharmed. The vehicle has been recovered and the road re-opened.

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Devon County Council is also working closely with Highways England and Devon and Cornwall Police. Additional resources were deployed to Haldon/Telegraph Hill, and ploughing was carried out on the A380 before 4am to keep the road clear of snow.

Whether you keep just a few birds as pets or thousands, from 14th December onwards you are legally required to keep your birds indoors or take appropriate steps to keep them separate from wild birds.

Poultry and captive bird keepers are advised to be vigilant for any signs of disease in their birds and any wild birds, and seek prompt advice from their vet if they have any concerns. They can help prevent bird flu (avian flu) by maintaining good biosecurity on their premises. Keepers are encouraged to register their birds with DEFRA so they can be contacted quickly if there is an outbreak in their area and action required. Owners of more than 50 birds are legally required to register their flock but those with fewer than this number are still encouraged to do so.

Poultry and captive bird keepers and members of the public should report dead wild birds to the Defra helpline on 03459 33 55 77 (option 7), and keepers should report suspicion of disease to APHA on 03000 200 301. Keepers should familiarise themselves with DEFRA's avian flu advice. Public Health England advise the risk to public health is very low and that properly cooked poultry and poultry products, including eggs, are safe to eat.

The Budget process starts in earnest today, Monday, with the Scrutiny of Children's Services £158 million budget, then Health and Adult services Budget on Tuesday - £282 million (49% of the total budget) and then my Corporate, Infrastructure and regulatory Services Scrutiny Committee pulling it all together to understand the full £578 million. Much more on this next month.

Finally, some good news! Three companies have been selected to roll-out full fibre broadband networks on behalf of the Connecting Devon and Somerset (CDS) programme, backed by Government funding.

Airband, Truespeed and Wessex Internet will be installing full fibre broadband across Devon and Somerset to more than 56,000 rural homes and businesses over the next four years. The combined public and private sector investment of around £80million will be in the vanguard of the Government's ambitions to build a Gigabit capable network across the UK.

The three companies all have experience of working in the region and, between them, have already delivered connections to nearly 41,000 premises in the CDS region.

In the new roll-out, Airband will be expanding its full fibre coverage into rural areas of Somerset, East Devon, as well as areas of Mid Devon, South Hams and Teignbridge (Dainton). Truespeed and Wessex Internet will deliver in rural communities in other parts of the South West.

Work is due to start this year for completion in 2024. As mentioned before Teignbridge Council is the only District Council who are involved in financing this roll out. It is third time lucky so let's hope it happens this time.

Alistair Dewhirst

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BACS payments to be agreed 25th January 2021

£621.01	Princes Ground Care	December Playing Field Maintenance
£2196.92	Richcraft	Playpark Maintenance
£875.33	SHS Hygiene	Water Lane Toilets
£115.30	Dart Fire	Replacement Fire Extinguisher
£972.27	Mrs J Thompson	Salary & Expenses
£12.31	HMRC	PAYE

Cheques required to be agreed 25th January 2021

None

Paid since last meeting up to 21st January 2021

£69.76	Mrs L Tozer	Cleaning Pavilion
£240.00	Mrs J Thompson	Defibrillator Battery

Direct Debits to be noted up to 21st January 2021 (since last meeting)

£28.26	Devon Contract Waste	Bin Emptying
£53.84	Devon Contract Waste	Bin Emptying
£11.64	British Gas	Water Lane Toilets Electricity
£307.35	South West Water	Water Lane Toilets Water
£175.75	British Telecom	Pavilion Phone and Internet
£36.36	Opus Energy	Pavilion Gas
£213.94	British Gas	Pavilion Electricity

Income up to 21st January 2021 (since last meeting)

£115.30	KSC	November Pavilion Utilities
£13,342.55	DCC	Land Exchange

Petty Cash Balance on 21st January 2021

£150.00	Total in hand
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Bank Balance on 21st January 2021

Bank Current Account - £80,070.69

Bank Savings Account - £3,366.33